



City of Hillsboro, Oregon

Adopted Budget

Fiscal Year 2017-18



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Introduction

- *Mayor's Message*
- *Demographics*
- *City Information*
- *Hillsboro Historic Timeline*
- *Hillsboro 2035 Vision*
- *Hillsboro Mission Statement & Core Values*
- *Hillsboro Sustainability Plan*



The City of Hillsboro's fiscally conservative budgeting approach relies on careful planning to meet our community's needs in the short-term and the long-term. The Fiscal Year (FY) 2017-18 Budget continues that proven approach by ensuring the efficient delivery of services, while maintaining our solid financial footing.

Our \$536.3 million budget reflects the goals of the Hillsboro 2035 Community Plan, as well as the goals of your City Council, in maintaining the long-term financial health of our General Fund and other critical City Funds, while also providing for the delivery of high-quality services to our community. Assessed values (AV) in the City of Hillsboro grew by 4.17 percent for FY 2016-17. For FY 2017-18, we are projecting a 3.4 percent increase in AV.

Highlights of the FY 2017-18 Budget include:

- Continued positive economic signals, including:
 - Intel's continued investment in Hillsboro
 - Employment expansion by Beaverton Foods, Jireh Semiconductor, and Orchestra Software
 - Business expansion projects by DeMarini, Satis&Fy, and First Tech Federal Credit Union
 - New employers such as Top Golf, Peterson Cat, and LinkedIn
- Continued population growth – Hillsboro's official population is 99,340 residents as of July 2016
- \$102 million in capital investments
- \$20.96 million for the Willamette Water Supply Program
- \$17.75 million for the expansion of the Joint Water Commission Water Treatment Plant
- \$10.25 million for the expansion of the Hillsboro Police Department headquarters
- \$9 million toward architectural design and construction of the Hillsboro Community Center at 53rd Avenue
- \$6 million for the Pavement Management Program maintenance and re-construction projects
- \$4 million for the construction of a Fire Training Facility
- \$3.3 million for the widening of Cedar Street near Brookwood Elementary School, including sidewalks
- \$2.8 million for bike/pedestrian improvements on Jackson School Road
- \$2.5 million for the 253rd Avenue Extension in North Hillsboro
- \$1.5 million for the completion of the Public Works Facility
- \$160,000 in support for the City's Public Art Program
- \$125,000 from the City's Enterprise Zone fund to continue support for the PCC Future Connect Program
- School safety initiatives, such as the Safe Routes to Schools program
- Continuation of the development of South Hillsboro
- A net total of more than 37 new, full-time equivalent (FTE) positions to help meet the community's demand for services

Mayor's Message

The City Council is committed to making Hillsboro a vibrant, livable community where residents enjoy raising their families and plan to stay here for their retirement. I want to thank the Hillsboro Budget Committee members, City of Hillsboro staff, and community members for their continuing commitment to working together to develop a fiscally responsible budget. Adopting the annual budget is a significant part of what we do as a Council, and as a Budget Committee. We can all be proud to begin a new fiscal year with a budget that meets our community and Council goals and objectives.

Sincerely,



Steve Callaway
Mayor



Downtown Hillsboro Civic Center



Adopted Budget

FY 2017 - 18

Budget Committee	Term Expires
Mayor Steve Callaway	January 2021
Councilor Olivia Alcaire	January 2019
Councilor Kyle Allen	January 2019
Councilor Darell Lumaco	January 2019
Councilor Anthony Martin	January 2021
Councilor Fred Nachtigal	January 2021
Councilor Rick Van Beveren	January 2021
Olga Acuña	December 31, 2019
John Coulter	December 31, 2019
Jennifer Davis	December 31, 2017
Alexander Diaz	December 31, 2018
David Judah	December 31, 2018
Dan Mason	December 31, 2019
Nathan Parent	December 31, 2017

Executive Management

Michael Brown, City Manager
 Rob Dixon, Assistant City Manager
 Robby Hammond, Assistant City Manager

Finance Department Budget Team

Suzanne Linneen, Finance Director
 Michelle Wareing, Assistant Finance Director
 Jon Grover, Finance Manager
 Deanna Harrop, Project Specialist
 Ken Christian, Management Analyst
 Lauren Caudle, Admin Support Specialist

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Hillsboro
Oregon**

For the Fiscal Year Beginning
July 1, 2016

A handwritten signature in black ink, reading "Jeffrey R. Egan".

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, 2016. 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.



99,340

Total population in the City of Hillsboro ²

35 YEARS

Hillsboro Median Age ²

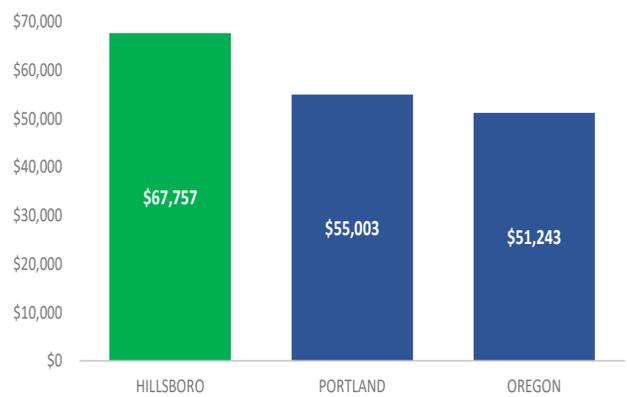
Portland: 37 years

Oregon: 39 years

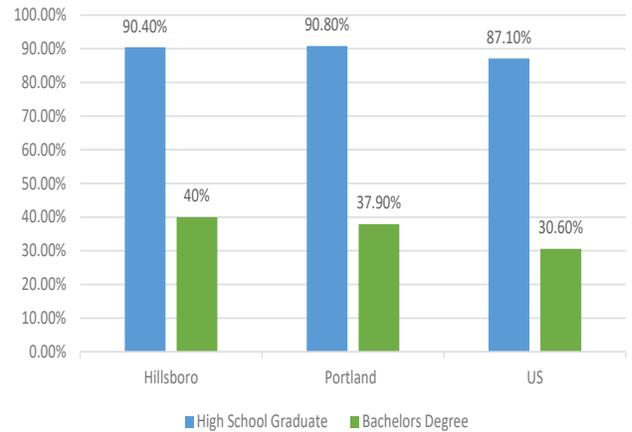
United States: 38 years

The City of Hillsboro is the fifth largest City in Oregon and is located within Washington County. Just 18 miles west of Portland; Hillsboro is considered the "high tech corridor of the State" and is home to some of the best land, power and water resources in the country.

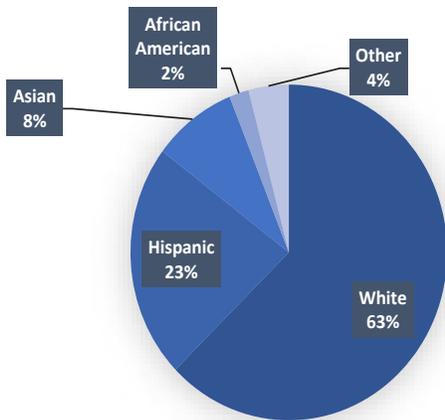
Median Household Income ¹



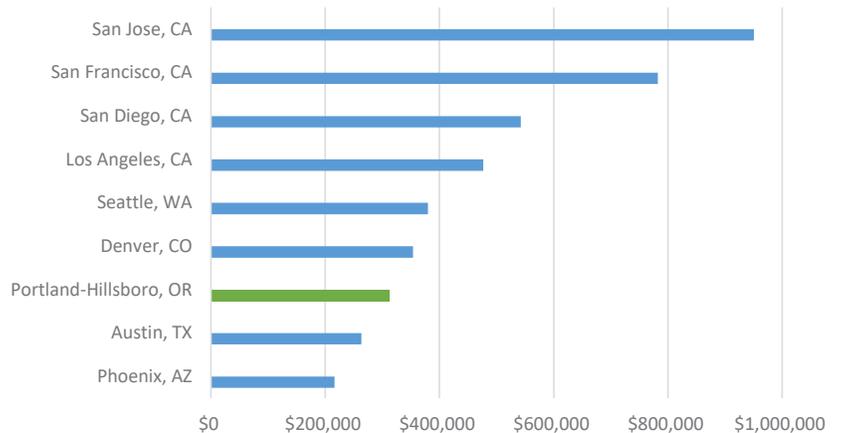
Education ¹



Diversity ¹



Average Cost to Buy a House ³



4.2%

Unemployment Rate ²

Portland MSA: 4.4%

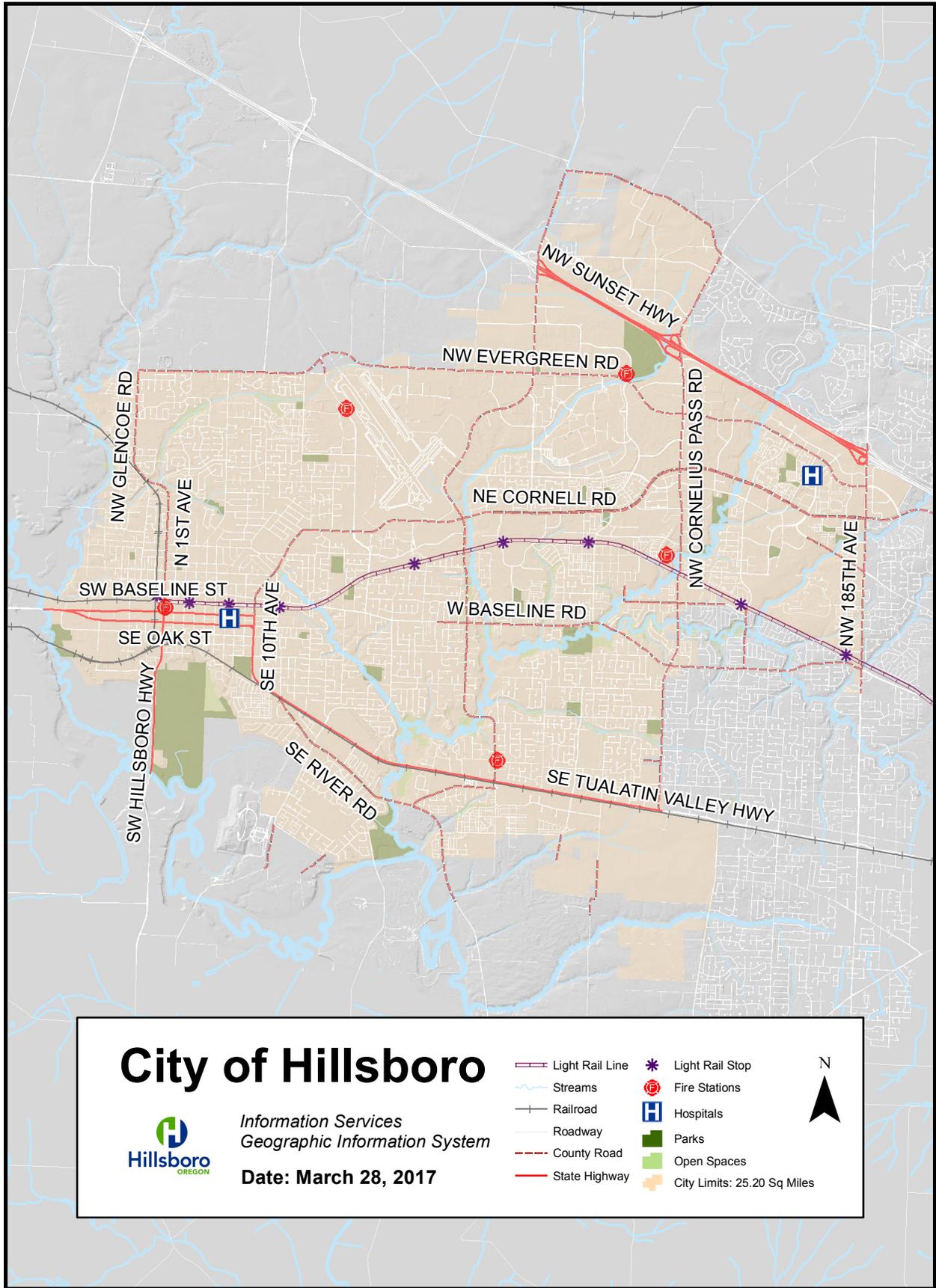
Oregon: 5.2%

United States: 5.4%

[1] Data collected from US Census Bureau, American Community Survey 2010-2015;

[2] Data collected from Bureau of Labor Statistics, 2015

[3] Data collected from Council for Community and Economic Research





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 99,340. 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 780 full-time and 500 part-time/temporary employees throughout thirteen 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 2035 Community Plan](#) builds on the success of the community’s original, award-winning Hillsboro 2020 Vision and Action Plan, which led to many community enhancements including the Tom Hughes Civic Center Plaza, the Walters Cultural Arts Center, community gardens, diverse housing options, family-friendly community events and Ron Tonkin Field, home of the Hillsboro Hops professional baseball team. The Hillsboro 2035 Community Plan is based on input and ideas from more than 5,000 community members for the future of Hillsboro, and includes a vision of what people want Hillsboro to look like by the year 2035 and an action plan for getting there.

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 & Recreation Department is nationally-accredited and highly regarded as one of the premier parks and recreation jurisdictions in the region. The department's innovative programs, high-quality facilities, beautiful open spaces and miles of trails contribute to Hillsboro's outstanding quality of life. A recent addition, Ron Tonkin Field, draws people from across the metro area to attend the Hillsboro Hops professional baseball games and other activities at this multi-sport facility.

Hillsboro's Brookwood Library and Shute Park Library have seen renovations and expansions in recent years, and circulation of materials and patron visits continues to grow. In addition to providing traditional library services and inviting community gathering places, the libraries provide a multitude of innovative programs such as Storytime in various languages, 3D printing, and the "Library of Things"- checkouts of physical tools. The 2015 opening of the Book-O-Mat on the Civic Center Plaza enables the Library to serve another section of the community with a kiosk-style checkout and returns of bestsellers and movies.

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.

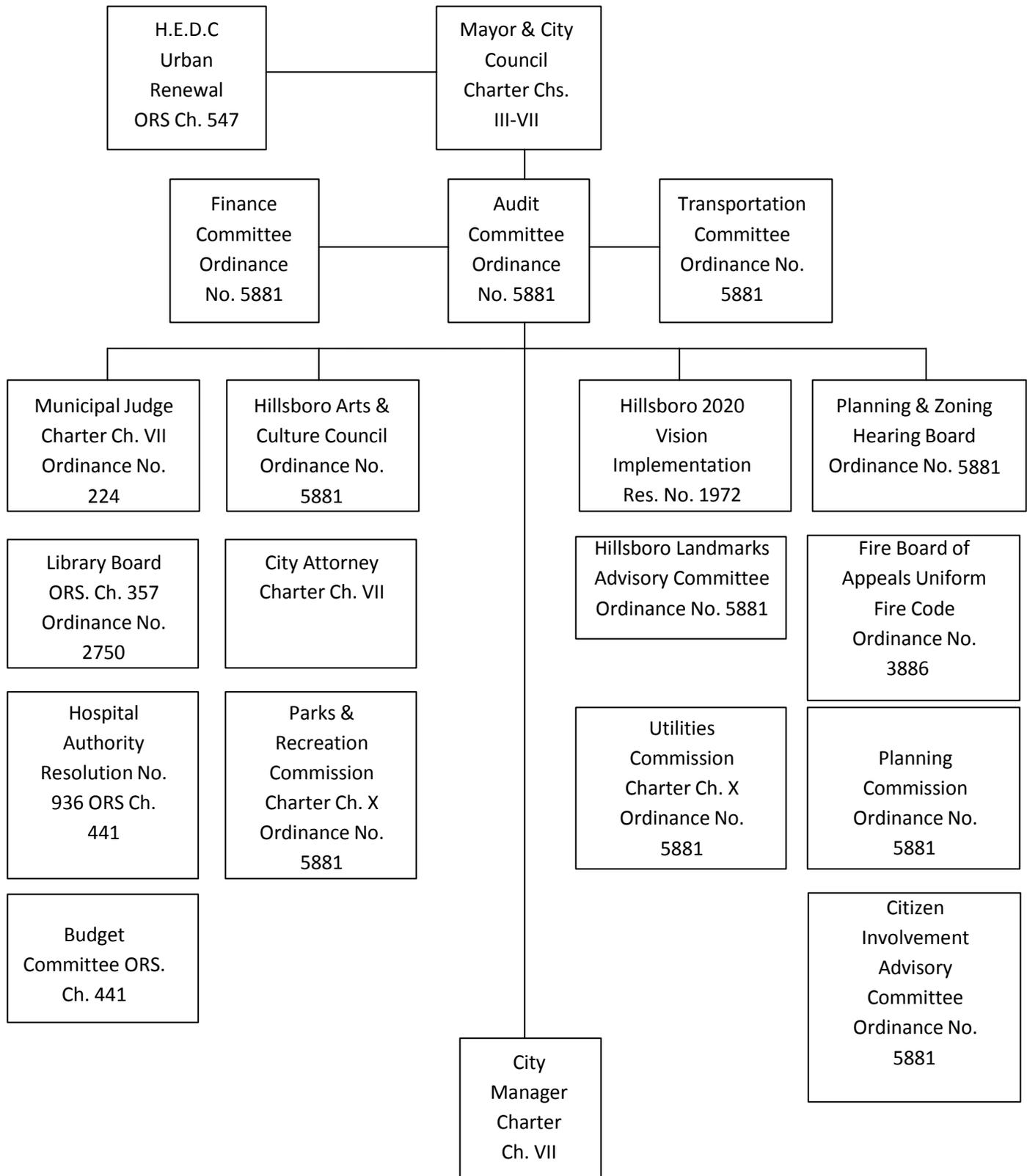


City Boards and Committees

- 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.



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

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.



Weil's Department Store opens in 1913, replacing the Tualatin Hotel. A grand fashion show complete with live orchestra draws an estimated 900 people in March 1922.



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.

Photos provided by the Washington County Museum except where indicated

1956 Orange Phelps 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.

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.

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

1998 The Trimet MAX Light Rail Service is extended to downtown Hillsboro. The Hillsboro Central Station sits on the same site as the station for the old Oregon Electric Railway.

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



Photographer David Brunn

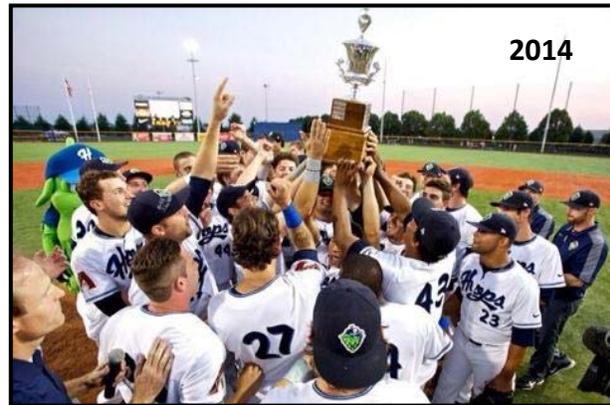
The Civic Center is built and is the second Leadership in Energy and Environmental Design (LEED) Gold rated municipal building in the U.S. It is designed as a mixed-use project, guided by principles from the community through an extensive citizen involvement process.

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.



The Hillsboro Hops minor league baseball team is founded in Hillsboro in 2013. The Hops defeated the Vancouver Canadians 4-3 in 2014 and won their first League Championship.

2016 Once the historic Ladd-Reed farm, South Hillsboro is 1,400 acres of open space, farmland and developed property that is in the process of becoming an entirely new and exciting part of our community. South Hillsboro ground breaking took place in August of 2016.

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Hillsboro 2035 Vision



For over 15 years, the City of Hillsboro has been a proud partner supporting the *Hillsboro 2020 Vision and Action Plan*, the original 20-year vision created by people that live, work, play and learn in Hillsboro. The City implemented numerous action items in the plan, and supported the community-led 2020 Vision Implementation Committee (VIC).

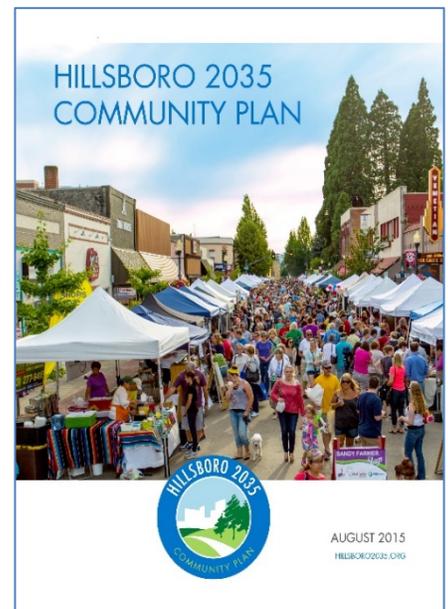
Hillsboro 2020 served as a catalyst for many remarkable projects including the Venetian Theater and Bistro, Hondo Dog Park, the Civic Center and Tom Hughes Plaza, community gardens, enhanced after-school programs, the Glenn and Viola Walter’s Cultural Arts Center and many more. With the Hillsboro 2020 Vision and Action Plan over 99% complete, the VIC and City Council called for a renewed plan to extend beyond the year 2020 to 2035.



The Hillsboro 2035 Community Plan has been launched, created through a process conducted over the past seven years. The

first year resulted in a Hillsboro Community Profile designed as a foundation for community outreach. In FY 2014-15, the Imagine Hillsboro 2035 public outreach and involvement effort resulted in ideas from over 4,500 community members for the new plan. Citizen-led groups of staff, stakeholder groups and the public-at-large then drafted the 2035 plan which was reviewed and prioritized in a community-wide survey.

The Hillsboro 2035 plan, adopted by City Council in July 2015, included total participation from more than 5,000 community members over the 3 year process. It contains a 2035 Vision Statement, five focus areas, and features participation from over 20 community partner organizations including the Hillsboro School District, Tuality Healthcare, Hillsboro Chamber and many others. Hillsboro 2035 builds on the success of the 2020 Plan and will guide the Hillsboro Community for years to come. It also directly informs the current update of the City Comprehensive Plan.



Each year during the City’s budgeting process, City departments estimate their forecasted expenditures associated with implementing various vision and community plan-related programs and projects. The following exhibit provides estimates, along with example actions that highlight the department’s support for the community Vision. For any questions about this exhibit, or for more information about the *Hillsboro 2035 Community Plan*, please contact the City Manager’s Office at (503) 681-6219.

Estimated City Department Expenditures for Hillsboro 2020/2035 Plan Implementation

Department	Total Vision-Related Expenditures Estimate for FY 2017-18
City Manager’s Office	91,000
Building	46,000
Economic Development	5,534,060
Fire	60,115
Library	936,660
Parks	1,629,600
Planning	1,050,000
Police	1,140,385
Public Works	15,356,600
Water	10,000,000
Total City	\$35,844,420

Examples of Vision Actions, Projects or Programs Included in the Budget:

- Support for the Hillsboro 2035 Oversight Committee – City Manager’s Office
- Sustainable Construction Incentives – Building Department
- North Hillsboro Infrastructure Development – Economic Development
- Fire Community Safety Education Outreach – Fire Department
- “Library of Things” Program – Library Department
- Public Art Program Implementation – Parks and Recreation Department
- Transportation Planning – Planning Department
- School Resource Officers at Hillsboro Schools – Police Department
- Helvetia Interchange Improvement – Public Works Department
- Willamette Water Supply Program – Water Department



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Hillsboro Mission Statement & Core Values



MISSION AND CORE VALUES

The City of Hillsboro adopted an organizational mission statement and set of core values as components of its strategic planning process. A mission statement summarizes the purpose and associated responsibilities of a group or organization. Core values express the internal beliefs or philosophy that directs how the organization carries out its mission.

Community members, the City Council and hundreds of City employees contributed to developing the following statements that will help guide City of Hillsboro operations and service delivery in years to come.

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 Services: 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, responsible, 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.

CORE VALUES



Hillsboro Sustainability



As the provider of core community services and our water utility, the City of Hillsboro is in a unique position to lead sustainability action within the community. Sustainability continues to be a priority for City leadership, with implementation of the City’s organizational Sustainability Plan. Hillsboro’s community vision plan, Hillsboro 2035, continues to advance projects that strengthen the community, create economic opportunity and preserve the environment.

In 2016, City staff continued to find ways to improve efficiency, reduce costs, and move the City toward established sustainability goals within the day-to-day work of the organization. In 2016 the City implemented further reduction in energy use, making City facilities 25% more energy efficient as compared to 2009. This far exceeds the City’s goal of a 20% improvement by the year 2020.



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 2016 the Sustainability Task Force completed the first community Environmental Sustainability Report, which showed progress against most of the established goals in the Community Environmental Sustainability Plan. Of the 20 goals, results show positive improvement for 13, status quo for four, and a negative trend for three. The report can be found at: Hillsboro-oregon.gov/sustainability.

The City continued to take action in 2016 to preserve our air quality by supporting the Washington County Wood Stove Exchange. The Exchange provided incentives for residents to replace old, polluting wood burning devices with cleaner alternatives. As of March 31, 2017, nearly 300 people have applied for funds, 150 have qualified, and 75 have been completed. Nearly 40% of applicants are residents of Hillsboro. More information on the Exchange can be found at www.woodstoveexchange.com.

REBATES	GRANTS
\$1,500-\$3,000 rebates when you buy a new, cleaner heating device	Some households will qualify for a free heating replacement

Budget Message

- *State of the City*
- *Council Priorities*
- *2017 - 18 Proposed Budget*
- *Department Highlights*
- *Acknowledgements*
- *Budget Assumptions*
- *Budget Summary*
- *Forecasts*



FY 2017-18 Budget Message

May 10, 2017

Dear Budget Committee Members,

The proposed FY 2017-18 budget provides the financial plan for implementing the goals and priorities established by the Hillsboro City Council for the coming year. The City is fortunate to provide a budget once again that continues to build on previous successes, and sets a framework to provide resources to maintain and, in some cases, improve the high-quality services that the residents and businesses of Hillsboro have come to expect. Each of the City's core values plays a role in establishing the annual budget, but none more than Stewardship of the Public Trust, which is defined as sound, reasonable, honest, and transparent resource management. All of the City's core values are represented in the FY 2017-18 budget, from Excellence in Public Service to Leadership with Ethics and Integrity. Our eight core values provides the fabric for all that the City does which in no place is more evident than where precious dollars are appropriated, which the reader will find in the annual budget.

The FY 2017-18 proposed budget, as presented, attempts to prioritize and focus resources to best meet the needs of and maximize benefits for our community. The budget document is laid out to provide narrative, graphics, and other information to assist the reader in better understanding the City of Hillsboro's budget and operations.

The City of Hillsboro is proud to be a full-service city – one of only a few in our region. We provide most 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 nonprofit agency

The budget includes 54 distinct funds. Most funds are required to be accounted for separately, while others have been separated for management purposes.

The readers' guide, included as part of the FY 2017-18 proposed budget, explains the layout of the budget document, including section headings and their descriptions. While the document contains a great deal of

information, the readers' guide helps to provide a map to the information.

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.).

State of the City's Budget

In January, a new Mayor was sworn into office, Mayor Steve Callaway. The theme for the State of the City Address was "Together, We're Growing Great Things." There is something for everyone in Hillsboro, from our youth, to adults, to seniors, from small businesses just starting to major domestic and international companies. That comes from good planning, stewardship, listening, adapting, and caring about the community as a whole. If you are a youth growing up in Hillsboro, you have a City that is working hard to partner with Hillsboro schools, as well as program opportunities for students to learn about and be civically engaged. Youth can move from early childhood reading and youth activities to BLAST after school programs and other youth programs, to the Youth Advisory Council, to Future Connect, and possibly become part of the City's internship program, and a career in public service. For adults and seniors, Parks and Library programs, and other volunteer opportunities, abound.

As an employment center, the City has strategic advantages when it comes to attracting and retaining companies, including continued reinvestment by existing companies. From infrastructure and utilities, access to transportation, an educated workforce, tax and incentive programs, available land, Hillsboro has been and continues to be a very desirable destination to do business; from large to small, from local to international. In the past year alone, Beaverton Foods, Jireh Semiconductor, SolarWorld, and Orchestra Software expanded employment while DeMarini, Satis&Fy, and Laika expanded their buildings. At the same time, new employers continue to arrive, such as Amazon with 1,000 newly-created jobs, Top Golf, Peterson Cat, and LinkedIn.

Looking around Hillsboro in every direction, progress is evident in areas such as AmberGlen, Tanasbourne, Orenco, South Hillsboro, Downtown, the Southwest quadrant, and North Hillsboro. The City's diverse mix of businesses, the planned increase in available housing, our emphasis on livability – prudent fiscal management, and our efforts to retain and attract major employers all continue to pay off. The City is positioned well now – and into the future – to attract new, major employers with available, large industrial lots to the north. Development in South Hillsboro will provide new, multi-family, single-family, and executive-type housing, retail, and office space. Growing new employment and investment in new housing will grow the primary funding source for all General Fund-related services – including public safety and community services, such as park and library amenities.

With strong fiscal management, Hillsboro will continue 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 the City and other jurisdictions receive property tax revenues. Another important reason for reserves in all funds is to offset some of the more minor – and in some cases major – swings in revenue sources, and to manage through economic cycles without major swings in service levels. The City is here forever and the City's philosophy has been to plan for the short term while keeping a longer range focus that does not lose sight of the longer term responsibilities of governing.

The City Council and the Budget Committee have historically supported a target reserve in the General Fund of 15 percent of actual ending working capital to total actual expenditures. This target was memorialized in FY 2012-13



through a fiscal policy resolution adopted by the City Council. The target has been adjusted upward to 16.66 percent, which represents two months of General Fund operating expenses. While the target is set at 16.66 percent, the goal has been to move to a 20 percent reserve in the General Fund.

The General Fund reserve is calculated at the end of each year and is the relationship between the ending fund balance (cash on hand at the end of the year) divided by actual expenditures for the fiscal year. Staff estimates a FY 2017-18 beginning fund balance of approximately 22.5 percent – a second year of historical highs. The reserve was boosted due to a large increase in assessed values in FY 2015-16 resulting in higher than budgeted property tax assessments. The proposed budget has been prepared to end FY 2017-18 with approximately a 21 percent reserve, above the target and the goal.

The City relies primarily on property taxes to pay for General Fund operations. Property taxes increase when assessed value (AV) increases. Growth in AV above the 3 percent statutory limit is driven by new development. Historically, the City has fared well in the annual growth in assessed value, which supports the City's core services, including public safety, parks, and libraries. However, for FY 2012-13, the AV growth was .3 percent. The primary cause of the low AV was the result of a large, successful property tax appeal made by Genentech, a large biopharmaceutical company. Genentech's AV decreased by \$163 million from FY 2011-12. This value loss equated to approximately \$850,000 in tax revenues unavailable to the General Fund. The City maintains adequate reserves in the General Fund for these types of occurrences. Reserves allow time to plan and be thoughtful about future decisions, versus needing to react immediately 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 reserve balance would come in around the target of 15 percent at the end of the fiscal year. For FY 2013-14, the actual AV growth was 5.1 percent, representing approximately \$1 million more to the General Fund than what was budgeted. For FY 2014-15, the AV growth rate was 5.54 percent.

In FY 2015-16, approximately \$900 million in value came on the tax roll as a result of Intel's 1999 Strategic Investment Program ending. At the completion of a SIP agreement, any residual value under the agreement comes back on the tax roll. The value represented about 8 percent of the City's overall 12.37 percent increase in assessed value in FY 2015-16. The majority of the value added to the tax roll was machinery and equipment, which depreciates rapidly for tax purposes.

In projecting assessed values for FY 2016-17, in order to be conservative, staff assumed that the added SIP value of \$900 million would depreciate over a five-year period at \$180 million per year. This proved to be more conservative than the actual depreciation, which was approximately \$66.6 million. As a result, the overall AV growth rate for the City excluding the two Urban Renewal areas increased by 4.17 percent compared to the budgeted increase of only 2.5 percent. This translates to approximately \$1.4 million over budgeted amounts.

For FY 2017-18, staff has adjusted the depreciation rate to assume a \$75 million annual decrease in the added SIP value. Combined with the annual 3 percent statutory growth rate and new development, the AV growth assumption is approximately 3.4 percent.

As has been and will continue to be the case, keeping pace with service level demands and maintaining adequate reserves can be a challenging balance. The City has been in the fortunate funding position to maintain service levels, while at the same time growing reserves in the General Fund, as well as other funds in the City. This is the result of a robust and growing economy, and is exactly why reserves are imperative as growth is cyclical. As a city,

it would be impractical to try to manage operationally through each of these economic cycles with a rapid workforce reduction. Having reserves gives the time needed to make informed and responsible decisions.

One of the financial challenges in FY 2017-18 and beyond is the increasing costs of the Public Employees Retirement System (PERS). FY 2017-18 is the beginning of a new biennium. Funding from PERS comes from two sources: investment earnings and employers. When investment earnings are not adequate to meet the retiree payments, employer rates are impacted and increased. The average rate increase for the City is around 22 percent and has been budgeted for FY 2017-18 in all funds with personnel. This is the first biennium of at least three in which double digit increases are anticipated.

Each year, cost increases, maintenance of service levels, and demands for increased service levels compete for available resources. Staff will need to continue to be creative and innovative in order to maintain responsible and necessary reserves, while providing a high-quality level of service to the Hillsboro community.

Staff are pleased to report the proposed budget maintains and, in some cases, improves our service delivery. We began FY 2016-17 with optimism and we continue that into FY 2017-18. City staff have a history of being fiscally conservative, yet realistic, in managing the City's finances. There are a number of positive signals for continued financial stability and long-term community growth, including:

- The successful negotiations between Oregon's largest employer, Intel, Washington County, and the City of Hillsboro in 2014 to secure a 30-year, Strategic Investment Program agreement for up to \$100 billion in new investment. The agreement was signed on August 26, 2014, and is now known as the 2014 SIP. The size and duration of the agreement are historic in Oregon providing the positive environment for continued investment. Intel is the largest employer in the State with more than 18,000 employees, as well as the largest taxpayer when excluding payments made under the existing SIP agree agreements.
- Intel triggered the 2005 Strategic Investment Program (SIP) agreement in 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, but amounts remained relatively flat for FY 2014-15. With the 1999 SIP coming out of abatement and back on the tax rolls, there was some concern about the growth in the SIP for FY 2015-16. In FY 2015-16, the SIP amount received grew by more than \$1.2 million to \$8.23 million. In FY 2016-17, the SIP continued its path upward due to Intel's continued investment with the City's share at \$10.3 million – an increase of \$2 million. In FY 2016-17, Washington County and the City received notice that Intel was triggering its first investment under the 2014 SIP agreement. This investment will start showing up in future annual SIP calculations. The FY 2017-18 proposed budget increases the expected FY 2016-17 SIP payment by \$930,000. The actual numbers are not available until November of each year.
- Development has come alive in the Orenco Station area south of Cornell as the Platform District has added housing, parks, a public plaza, commercial and retail space, including restaurants such as La Provence and Schmizza Public House. This area is adjacent to Light Rail, as well as large employers such as Intel.
- Oregon's unemployment rate hit a record low of 3.8 percent in March. The Portland metro area unemployment rate was 3.5 percent. These rates are well below the national average of 4.5 percent for the same time period.



- City staff have been working with a Citizen Advisory Committee and agency partners to update the City's Comprehensive Plan which will guide the growth and development of the City over the next 20 years. The Plan will help City leaders make decisions about the location, scale, and quality of new development; the improvement of neighborhoods and commercial corridors; the revitalization of downtown and surrounding historic areas; and the future of the City's parks, public spaces, and natural areas.
- On April 18, 2016, the City Council adopted the financing plan that paved the way for South Hillsboro development to move forward. This is the largest planned residential development in Oregon's history, and has been in the making for the last 17 years. Land has been acquired for future park sites and schools. Over the next 20 years, South Hillsboro will transform from a rural area into an attractive, complete neighborhood with schools, parks, and local shopping. The neighborhood will include approximately 8,000 single-family and multi-family dwelling units. The challenge in moving this development forward had rested with the funding gap specifically related to transportation and parks infrastructure. The financial plan was approved to resolve the funding gaps.
- The City Manager's Office, along with the Economic Development, Planning, Public Works, and Finance departments, focused on the City's four major target areas: South Hillsboro, North Hillsboro, Downtown, and Tanasbourne-Amberglen. Work was done to analyze the market as it relates to each development area, timing and resources, and review the financial tools that could be applied to meet the infrastructure needs within each target area. The process clearly identified urban renewal as a financial fit for the North Hillsboro Industrial Area. As a result, City staff hired a consultant to prepare a feasibility study, which was completed and presented to the Hillsboro Economic Development Council. In FY 2015-16, the North Hillsboro Urban Renewal District was formed. The district will help fund the significant infrastructure necessary for development in order to attract business to the site, which would ultimately create higher-wage jobs. The hope is to create jobs serving Hillsboro families, but also the region's families. To bring North Hillsboro to life as envisioned, there is a need for \$200 million in public investment for utilities, transportation infrastructure, trail and open space improvements, natural resource enhancement, and sustainability projects. With that investment comes jobs, as well as an estimated \$3.4 billion in private investment over the same period of time. Two funds were created to account for the new district: the North Hillsboro General Fund and the North Hillsboro Tax Increment Fund. FY 2017-18 will be the second year of tax increment.
- The City Council formed the Downtown Urban Renewal District 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 4th and Main project, which had its grand opening in May 2014. The District is starting to produce enough tax increment to leverage into projects on a cash basis, or through the issuance of debt. Recognizing the importance of art in the community, the City Council – using Downtown Urban Renewal dollars – provided a loan to a professional theatre company, Bag & Baggage, in order to establish permanent residence in the Downtown on Main Street. In FY 2016-17, the City purchased the Downtown block between 6th and 7th avenues with funding from the Urban Renewal District. The property was previously home to the Hank's Thriftway grocery store, which has been demolished, and is now known as Block 67. The City will be working on redevelopment opportunities for the block, which is adjacent to Hillsboro's Health and Education District, with the goal of further connecting the Downtown area. The budget also includes funding for storefront improvements, wayfinding, as well as continued work on Downtown beautification.

- The City worked with property owners to form a Downtown Economic Improvement District (EID). EIDs are common in downtown areas such as Hillsboro's. An EID allows for the businesses to assess themselves to pay for a business manager and other common expenses. Much like a mall has objectives to get people to come to shop, so does a downtown. The difference in a mall is that the organizing structure already exists because the spaces are leased, and the lease agreement includes these shared mall expenses. An EID helps property and business owners to operate like a mall when it comes to certain similar objectives, like attracting people to Downtown Hillsboro, marketing and advertisement, and planning events. The District hired an Executive Director using this on-going funding source.
- The City plans to make capital investments next year of approximately \$102 million. Some of the larger projects include the completion of the second floor of the Public Works facility, design work on the Hillsboro Community Center at 53rd Avenue, police station property acquisition and upgrades, re-budgeting of the public safety training facility, work related to the Willamette Water Supply project and water treatment plant expansion, and an array of other projects both small and large. 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.
- FY 2017-18 will be the second year of the increased Washington County Cooperative Library Services (WCCLS) levy. The local option tax increase of \$.05 cents, from \$.17 to \$.22, provides additional funding to support the cost of providing library services in the Cooperative. The WCCLS levy will continue through FY 2020-21.
- The City's Local Option Tax for police, fire, and parks maintenance continues through FY 2017-18. Measure 34-273 levy renewal has been placed on the May 2017 ballot.
- In the fall of 2016, the City completed construction on the first and largest phase of the new Public Works facility. The facility houses the Transportation, Sanitary Sewer, and Storm field crews, Fleet Management and Administration. With the completion of the second phase, which includes the improvements to the second floor, the entire Public Works Department, including Engineering, will be housed in the new facility. The second phase is anticipated to be complete by the fall of 2017. The facility will allow the City to keep up with growth over the next 30 years and beyond. The new location on Evergreen near Brookwood is much more accessible to the entire City, especially as the City grows.
- The City goes into FY 2017-18 with a fully funded Pavement Management Program, which should eliminate the maintenance deferral backlog by FY 2022-23. The program is funded through Transportation Utility Fees (TUF), SIP annual contributions, and Transportation Fund resources. TUF fees will increase each year until FY 2018-19 and likely thereafter with inflation, and SIP contributions are also scheduled to increase.
- The City secured adequate funding for the sewer and surface water management maintenance and replacement programs after study findings showed maintenance and service levels were not sustainable with the current fee structure. This required the addition of a monthly local service fee for sewer at \$2.50 per equivalent dwelling unit, and \$1.00 per equivalent service unit for surface water management. These fees went into effect in January 2015 after approval by the City Council in July 2014. These fees are directly tied to capital replacement projects and will be revaluated in the future.



- City staff worked diligently along with Clean Water Services (CWS) and other CWS member cities to work toward a resolution to allocate rights-of-way usage fees to the storm and sanitary sewer gross revenues. The City adopted a rights-of-way ordinance requiring compliance by all utilities providing service within the City's rights-of-way to pay 3.5 percent of gross revenues, with certain exceptions depending on utility type and governance. The rights-of-way ordinance will eventually replace outstanding franchise fee agreements and provide for more consistency on the use fees charged on utilities and the requirements on utilities operating in the rights-of-way. This change creates additional funding for the sewer and storm programs. Additionally, the City worked with Tualatin Valley Water District, which provides water to Hillsboro customers utilizing the City's rights-of-way, to comply with the City's new ordinance.
- The City received its fifth Gain Share payment from the State of Oregon totaling \$5.8 million in FY 2016-17. Gain Share is a program that complements any outstanding SIP agreements. Agencies providing tax incentives through an SIP can recapture some of those abated tax dollars with the shared distribution of income taxes collected by the State on retained and new employees resulting from the SIP investment. The proposed FY 2017-18 budget includes \$5.85 million in Gain Share revenues, which are budgeted in the Gain Share Capital Projects Fund. The City Council has agreed to broad categories for the use of Gain Share. The 2015 Legislature passed a bill imposing a cap on Gain Share and pushing the sunset date out to FY 2024-25. While the amount the City will receive annually was reduced under the legislation, the bill provided certainty for the funding for a longer period of time, allowing for the ability to plan the use of the funds into the future. The funding has been allocated to several areas: education, including school safety initiatives such as the safe routes to schools; community-valued projects, such as the Community Center at 53rd Avenue; and economic development, with a focus on North Hillsboro and Downtown. *(For additional information on Gain Share, refer to the Revenue Section.)*
- The City has been working with businesses to utilize the Enterprise Zone, which provides tax abatement for a limited duration of time with certain investment levels and job creation requirements. Currently, 43 applications have been approved, of which 38 are active. Hillsboro's Enterprise Zone has a combined total investment of \$2.1 billion, while retaining 3,400 jobs and creating an additional 1,800 jobs. The program has added approximately 294 million in assessed value to the tax rolls and \$2.3 million in community service fees dedicated to workforce development programs. On April 18, 2017, the Council re-designated the Hillsboro Enterprise Zone as required under the program statutory language.

Council Priorities

The City Council adopted a Strategic Plan in January 2010 establishing a clear mission for the City, articulating core values and goals, and providing a five-year plan that included 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 Hillsboro 2035 Community Plan, and previously 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 was done in coordination with the Hillsboro 2035 Community Plan and the City's Strategic Plan. This effort ensured linkage between all three of these guidance documents in helping to prioritize future decisions.

In addition to the Strategic Plan, for the last several years the City Council has discussed and answered questions such as, what guides the Hillsboro City Council in making important decisions? What issues will be the highest priority in the years ahead? Questions such as these have helped the City Council identify the top guiding principles and priorities for the short-term and long-term. The Council has a history of placing an emphasis on advance planning, with a broad range of areas of support to specific action items. Some of the priorities have directly-related appropriations included in the proposed FY 2017-18 budget, while others are more concept-and/or principle-based.

Just as you set goals and priorities for your family's future, the Hillsboro City Council takes time each year to identify top priorities to help guide City employees in effectively serving our community. Having this direction is vital for our City to ensure future stability and prosperity for our residents and businesses.

Hillsboro's history of long-term thinking and planning in neighborhoods throughout our City can be seen in the Hillsboro 2035 Community Plan, the future South Hillsboro area, the North Hillsboro Industrial Area, and the Willamette Water Supply Program. In 2017, the Council agreed on the following guiding principles and long-term and short-term priorities:

Guiding Principles

- Remain the full-opportunity, full-service City that serves all of our diverse community members in areas including, but not limited to, public safety, job creation, arts and recreation, libraries, school support, housing supply, and transportation
- Maintain community support for our public safety personnel and the vital services they deliver
- Continue the City's tradition of exceptional stewardship and accountability for City assets, including maintaining appropriate fiscal reserves and funding long-term asset maintenance programs
- Maintain Hillsboro's leadership role as a business-friendly City committed to strategic economic development that grows prosperity in the community, the region, and the State.
- Operate with transparency and openness in engaging the community on decision-making
- Promote Hillsboro's unique identity while ensuring we grow and develop with consideration of our community's agricultural roots and history
- Continue to plan ahead and position the City 50 years out for future success
- Support and show pride for high-quality education in Hillsboro – from preschool through high school, and higher education

The Council's priorities are grouped as long-term projects and programs that will span at least three to five years, and short-term, specific initiatives that will be accomplished within a one- to two-year period.

Long-Term Priorities

- Work with community partners to implement the Hillsboro 2035 Community Plan
- Emphasize development in key areas of the City, including the South Hillsboro master-planned community, the North Hillsboro Industrial Area, and the continued revitalization of Downtown Hillsboro
- Support community mobility by continuing to prioritize street transportation infrastructure funding
- Work with community partners to enhance public transportation services and options
- Expand workforce training opportunities that benefit all residents



- Continue Hillsboro’s leadership role in promoting the community’s use of sustainable energy and energy-saving practices
- Create partnerships to support the development of affordable housing in the City of Hillsboro
- Support the Willamette Water Supply Program to ensure the City’s 50-year water supply

Short-Term Priorities

- Design and construct capital improvement projects that improve service delivery: a community center, a replacement police headquarters, and a fire training facility
- Create and implement a Cultural Arts Strategic Plan that includes public art funding
- Continue sidewalk infill projects, particularly those that improve safety and walkability around schools, as identified through Hillsboro’s Safe Routes to Schools program
- Achieve the highest level of community benefits from the development of Block 67 in Downtown Hillsboro
- Review and adopt the City’s updated Comprehensive Plan
- Review and adopt the City’s updated Transportation System Plan
- Review and approve the Jackson School Road transportation project
- Develop an action plan for City participation in affordable housing partnership projects and programs
- Encourage and support innovative sustainability projects and programs in the South Hillsboro development

The FY 2017-18 Budget

The Budget Committee met in February 2017 to get acclimated to the budget process for FY 2017-18. The Budget Committee directed staff to prepare a budget for FY 2017-18 based on fiscal plan assumptions presented and discussed. 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 providing the highest quality of service. The budget presented includes some increases – including additional staff and related costs – to maintain service levels and meet City Council priorities while keeping pace with growth across the City. Working within available resources, the priority was to maintain and to continue to meet service level objectives and/or key initiatives.

The total proposed budget presented is \$534,567,130. This is an increase of \$29,828,850, or 6 percent, compared to last year’s adopted and then revised budget of \$504,738,280. The total budget includes operating expenditures, capital investments, reserves, contingency, and unappropriated ending working capital balances.

Total personnel services increased across all funds by \$8,299,010, or 8.4 percent, from the FY 2016-17 adopted budget. The proposed budget for personnel services is \$107,566,734 and represents 20.12 percent of the total City-wide budget. This compares to 19 percent in FY 2016-17. Looking at the budget’s operating costs only, which includes personnel services and materials and services, personnel services represent the majority of the costs.

The increase in personnel services is primarily due to the addition of 37.13 full-time equivalent (FTE) positions; three of these positions were added by City Council during FY 2016-17. The new positions will be described later in the budget message in the individual department information. The proposed budget includes wage adjustments

of 2.5 percent for all non-represented positions, PERS rate increases, step increases where applicable, and healthcare plan increases. Police and Fire unions' contracts expire as of June 30, 2017. The Fire contract negotiations are almost complete, and Police negotiations are slated to start in late April/early May.

FY 2017-18 is the first year of a new PERS biennium. PERS rates are adjusted every two years. Prior to the start of the last biennium which began in FY 2015-16, the City received rates representing an increase of approximately 25 percent on average across all employees. For the new biennium, the increases are averaging approximately 22 percent.

As a result of last biennium's PERS increases, the House and Senate passed Senate Bill 822 during the legislative session, 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. These changes resulted in litigation. The Oregon Supreme Court ruled on the pending PERS litigation declaring the more substantive rate relief measures unconstitutional.

With the newest increases, we are going to see significant budget impacts for not only the City but across the State of Oregon. The 2017 Legislature has at least two bills under consideration related to PERS: SB 559 and SB 560. The State expects a \$1.8 billion dollar budget shortfall and has legislators looking for all possible ways to lessen the gap. Staff does not expect any final legislation impacting employer PERS rates until the end of the 2017 session.

In FY 2013-14, the City started a PERS Rate Stabilization Fund. This fund was seeded for two years with three percent of payroll across all funds. The City was unable to fund the PERS Rate Stabilization Fund in FY 2015-16, but did so in FY 2016-17 and plans to continue to seed this fund going forward with Strategic Investment Program funds. The current estimated balance in the fund is more than \$4 million. The current focus is to continue to seed the fund in order to have reserves in place to help manage projected increases in the future. The PERS budget for FY 2017-18 is \$11,748,464 – an increase of \$2.26 million, or 23.7 percent, over the prior year budget. The PERS increase is also attributable to the increase in the number positions added to the FY 2017-18 budget.

Materials and services overall decreased by 3.5 percent, or \$1.77 million, compared to the FY 2016-17 adopted budget. Materials and services includes not only ongoing and recurring expenses, but contractual services related to design plans for facility and infrastructure projects, which can vary dramatically year over year. The General Fund increase is \$271,606, or 2.7 percent, with the increase crossing all of the direct service departments. There are many projects resulting in fund increases and decreases. One of the more significant increases is in the Pavement Management Program. This results from an increase in SIP funding toward pavement management and an increase in the TUF program fees.

The total budget for capital outlay increased by 13.2 percent, or \$26 million, compared to the FY 2016-17 adopted and revised budget. Capital reserves have increased from FY 2016-17 by \$1 million representing less than one percent of the increase. Increases in capital are throughout the budget, with some of the large capital funding going toward the community center and police station facilities. Additional information on the City's capital outlay is included under the Exhibit and the Capital Improvement Program sections of the proposed budget.

Transfers decreased by \$3.9 million between funds. Transfers vary from year to year based on projects that are included in the budget for that fiscal year.



General Fund Overview

The General Fund budget increased from \$109,189,969 in FY 2016-17 to \$116,138,201 in FY 2017-18 – an increase of \$6.95 million, or 6.3 percent. Personnel Services increased by \$4,325,449, or 7.05 percent, compared to the FY 2016-17 adopted budget. Personnel Services account for \$65.67 million, or 56.5 percent, of the total General Fund budget in FY 2017-18 consistent with FY 2016-17. The budget amount includes a net-staffing increase of 11.63 positions, however the pay plan shows an increase of 15.63 positions. Twelve of the positions are public safety positions, with the remaining positions in Parks and Library. The City’s Police Department, like many other law enforcement agencies across the country, has struggled to fill vacancies. As a result, four police officer positions have been added to the pay plan and are available to hire, but were not specifically budgeted. The budget will be adjusted as needed if the department is able to fill the vacancies. Other increases include 2.5 percent for cost of living, PERS, and healthcare cost increases. The City has three unions, and two of the three contracts expire as of June 30, 2017. Parties are actively involved in contract negotiations.

Materials and Services increased by 2.7 percent overall, or \$271,606, with no single large increase. Increases are throughout the General Fund direct service departments, and are the result of efforts to maintain service levels. The General Fund transfers funds annually to the Fleet Fund for purposes of purchasing and central fleet management. The total transfer to the fund for FY 2017-18 is \$2,585,900, as compared to \$1,954,900 in the current year. The increase is due to increasing the available resources to replace capital. Special Payments increased by \$1,099,414, or 6.2 percent, due to higher costs in Support Services. This was primarily in personnel services costs – specifically the addition of five and one half new positions having an impact on the General Fund.

Internal Services Funds

The City has a 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 plan 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, and the Tanasbourne Police Precinct. 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, Facilities Management and Fleet Management Funds, and again in the department being allocated the 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, budget highlights, and key performance measures and/or workload indicators where available. 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** is the largest single department with staffing for FY 2017-18 of 190 positions. Staffing is increasing by five FTEs, including a Police Officer/Detective dedicated to family crimes, and four additional Police Officers for traffic. The traffic officers have been added to the pay plan, but not the budget, as indicated above due to the current challenges in hiring Police Officers. The officers are needed and, if staff is able to get the recruits, the budget will be adjusted accordingly. The budget continues to include four grant-funded programs: three Tri-Met Officers and one School Resource Officer. Materials and services include Washington County Consolidated Communications Agency (WCCCA) 911 call center fee increases. Police received a body-worn camera grant from the U.S Department of Justice for \$217,500 requiring a match of the same amount. This will be used to develop the program, purchase equipment, and run a pilot program. Previously, Police was going to be part of the development of a new training facility with the Fire Department, however, the Washington County Sheriff's Office is in the process of building a new training facility in Hillsboro that Police will be able to utilize under a fee structure yet to be determined. The Facilities Management Fund includes partial funding toward new Police facilities. See the Capital Improvement Program section for additional information.
- **Fire** staffing is increasing by six new Firefighters and one Battalion Chief added during FY 2016-17. Fire will remain focused on hiring and training new Firefighters. The budget also includes rescue engine and defibrillator replacements, and other staff vehicle replacements which are budgeted in the Fleet Management Fund. Materials and services include an increase in WCCCA 911 call center fees, equipping and training the new firefighters, the ongoing costs associated with training software, and ongoing replacement of tools and safety equipment. With development in South Hillsboro on the immediate horizon, Fire will be working with Planning and other departments for future station locations to maintain and improve response times.
- **Parks & Recreation** has a budget that includes two new positions in FY 2017-18: a Mechanic and Parks Maintenance Technician. 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 the Hillsboro Community Senior Center. Parks has been working to program Hillsboro Stadium and Ron Tonkin Field for the greatest community advantage, while Public Art remains a priority. The City Council established a short-term goal to create and implement a Cultural Arts Strategic Plan that includes public art funding. The budget includes new and replacement vehicles and maintenance equipment, as well as funding for the expansion of certain programs with offsetting revenues. The department continues to plan for expansion into South Hillsboro and AmberGlen, while also planning for other development areas and other trail planning.
- **Library** will add funds in part-time labor that is equivalent to 1.63 FTE in FY 2017-18. This increased funding will go to continue to enhance material selections in Spanish, as well as to support the Hillsboro Reads program and increase hours for service to the public. The budget includes the replacement of three self-check machines. These additions were made possible with the successful passage of Washington County Cooperative Library Services (WCCLS) Measure 34-235 in November of 2015, which increased the property tax levy from 17 cents to 22 cents. The Library continues to strive to provide our community with access



to a wide variety of options for supporting informal learning for all ages. These services include offering storytimes seven days a week, providing materials in a range of formats – from audio to visual to print to online and e-book, and hosting a range of public spaces to gather, including study and meeting rooms.

- **Planning** remains FTE-neutral although one limited duration Planner was added mid-fiscal year, and another position was moved to the City Manager’s Office budget. FY 2017-18 will continue to be very busy for Planning with South Hillsboro moving forward to the development phase. In addition to South Hillsboro, Planning continues to be involved in many projects, including AmberGlen plan implementation, Tanasbourne Town Center Plan update, the Transportation System Plan, the Community Development Code, Comprehensive Plan updates, and North Hillsboro Master Planning support.

The Support Services and Facilities and Fleet Departments:

- **City Manager’s Office** has a budget that includes two FTEs that were moved from Planning and Information Services. CMO will address Council priorities, including implementation of the Hillsboro 2035 Community Plan. The department will continue to support the Council’s priorities, sustainability planning, internal and external communication outreach, the Hillsboro Citizens’ Academy, legislative issues, and more.
- **Human Resources** includes the addition of four new FTEs, including a Management Specialist Position who will work on the City’s internship programs, as well as provide additional support to the HR Team. Other additions include three 1 year duration intern positions: a post-graduate intern and two Youth Advisory Council-experienced interns; each internship is full-time with benefits. Human Resources staff will manage multiple recruitments for City departments as Hillsboro continues to grow, and will ensure that the City is attracting and retaining the best and brightest employees, focusing on employee and organizational development programs. Human Resources will also continue to provide excellent benefits administration for our employees.
- **Information Services’** budget includes a new Information Services Administrator dedicated to Public Works. IS will continue its support to all departments and employees related to electronic devices, including computers, cell phones, and printers. The department will also continue work on various IT projects, including upgrades to several current systems, and the development and implementation of new solutions. The department will be working to complete the fiber project which will enable connectivity at a lower cost to several City facilities and schools, as well as creating an initial network to interconnect traffic management equipment and street lighting for the Public Works Department. The department continues to build on Eureka’s success. Eureka is a name given to exercises in business process improvement which allow employees flexibility and provide 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** includes a new Accountant position but only represents a half time increase as a result of reducing another position to part time. This position will support the South Hillsboro Local Improvement District, fixed assets, debt management and more. Purchasing has been in a pilot phase with Biddingo, an electronic bidding system which will allow vendors to electronically respond to the City’s bids and requests for proposals. Utility Billing selected Paymentus to provide an automated notification and payment system to notify customers of boil alerts, shut-offs, and other important information. The implementation of Paymentus is in process. The budget includes funding for a paperless invoice payment and workflow process solution, increasing efficiencies and sustainability.

- **Facilities and Fleet** is a support service as a division within the Public Works Department. The fleet division added a new position mid-year as a result of taking over the Fire Department's fleet effective July 1, 2017. Facilities is adding a new Facilities Technician and continues to be busy with projects, including the second floor of the Public Works facility, a remodel of the Senior Center utilizing Community Development Block Grant funding, design of the Hillsboro Community Center at 53rd Avenue, purchasing and design of the public safety training facility, property management of leased spaces, and managing the operations and maintenance for more than one million square feet of existing City facilities. Facilities and Fleet will continue to maximize efficiency by focusing on the best use of in-house fleet staff and external contracts to meet the needs of the City's growing fleet and growing number of facilities.

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 continues to remain steady. The Building Department's focus for FY 2017-18 is to continue to improve productivity through the strategic use of technology, personnel, and facilities to enhance customer service, while remaining fiscally prudent.
- **Public Works'** budget includes the addition of eight new positions, specifically needed to maintain service and maintenance of our growing City. Even with the added positions, the department continues to operate very lean with fund balances in Transportation, Sanitary Sewer, and Surface Water Management (SWM) that have historically struggled to keep pace with ongoing demands for services. In FY 2014-15, additional resources were approved to allow for increased program sustainability. After completing a service delivery study, working with an advisory group, and conducting public outreach, local service fees of \$2.50 per equivalent dwelling unit for Sewer and \$1.00 per equivalent service unit for SWM went into effect in January 2015. Additionally, the Transportation Utility Fee changed to include some reallocation between business and residential customers, as well as an annual increase to fees that will fully fund the Pavement Management Program, thus reducing the deferral backlog to zero by 2020. The new funding model continues to assume an ongoing allocation for the Pavement Management Program from Strategic Investment Program revenues will increase from \$1.5 million to \$2 million next year. Budgets in these funds include several projects that are detailed under the Exhibits and Capital Improvement Sections of the budget. The budget also includes a three percent increase in the regional rates for sewer and a 50-percent increase in Surface Water Management. These rates are established by Clean Water Services.
- **Economic Development** continues in FY 2017-18 to focus on company outreach and assistance, enhanced communication via newsletters and the department's website, as well as more targeted assistance to growth-stage businesses and entrepreneurs. Workforce efforts, with funding from the City's Enterprise Zone fund, include continued support for the Future Connect Program and the newly created Centro de Prosperidad Workforce Training Center. Other workforce efforts include training and skill development for more than 125 employees in Hillsboro companies, and support for management training for small business owners in the City's Downtown Enterprise Zone. This will be the second year for the North Hillsboro Industrial Urban Renewal District providing tools for funding infrastructure improvements for the North Hillsboro Industrial Area. The department continues to develop a strategy for North Hillsboro that will include project phasing and critical implementation projects to stimulate private investment and job creation. Staff will spend considerable time over the next year to prioritize redevelopment of the Block 67 property, formerly known as the Hank's Thriftway grocery store, which was purchased by the City in FY 2016-17.



- **Water's** budget includes a net increase of three new positions, however three positions in the meter reader program were moved mid-year to the Finance Department Utility Billing division. The budget also includes an assumed retail rate increase of 11 percent, with an effective date of October 1, 2017. The budget includes \$20.9 million in FY 2017-18 for program administration, land acquisition, design, construction, and planning for the City's share of costs for the Willamette Water Supply Program. This program is being developed in partnership between Hillsboro and the Tualatin Valley Water District, and will result in a new, regional water supply system, including treatment, and will be completed in 2026. More information on capital projects is contained in 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 2017-18. The levy represents approximately 21 percent of the City's General Fund resources and goes toward funding for Police, Fire, and Parks & Recreation, as well as costs associated with support services such as finance, information services, and fleet. Under Oregon Law, Local Option Tax levies remain in effect for only five years and require renewal by a majority vote of the people. The City Council discussed the Local Option Tax levy in a work session and directed staff to move forward with a resolution to renew the existing LOT. The City Council passed a resolution to place the renewal on the May 16, 2017 ballot. The Measure under consideration is 34-273.

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 without dramatic effects on services or programs. The City goes into FY 2017-18 with continued optimism, however, that optimism is always tempered by the State and Federal legislative environment, the continued community support of the Local Option Tax levy, the prospect of rising PERS and healthcare costs, and the ever-changing economic climate. Maintaining adequate reserves in the General Fund and other funds is critical to ensuring the City is well-positioned for future economic changes.

Acknowledgements and Closing

Thanks to all City departments that helped dedicate the time to putting together this comprehensive financial plan for FY 2017-18. The proposed budget for FY 2017-18 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 wish to thank the City Council and citizen members of the Budget Committee for their continued support and hard work during the budget process and throughout the entire year.

The City received the Distinguished Budget Award for the FY 2016-17 Adopted Budget, the sixth consecutive year

that the City has applied for and received this award from the Government Finance Officers Association (GFOA). The award itself is not the accomplishment. The accomplishment is the great public resource that results from meeting the significant content requirements to achieve the award. The work that goes into providing this comprehensive budget overview pays dividends as a communication tool and provides for more transparency in government. The budget is a great resource for any interested party to learn about the City and how the City operates. Each year, staff continue to refine and improve the document in order to provide readers with even more relevant and understandable information.

Respectfully submitted,



Michael Brown
City Manager



FY 2017-18 General Budget Assumptions

The FY 2017-18 proposed budget incorporates the following assumptions:

Revenue Assumptions (General Fund only)

- 3.4% increase in assessed value (AV), which includes a reduction of \$75,000,000 in AV which represents one/eleventh of the remaining 1999 SIP value of \$867 million
- Continuation of the Increase in Washington County Cooperative Library Services (WCCLS) revenues due to passage of additional 5 cents local option tax from 17 cents to 22 cents
- Approximately 3 to 5% increase in other revenues

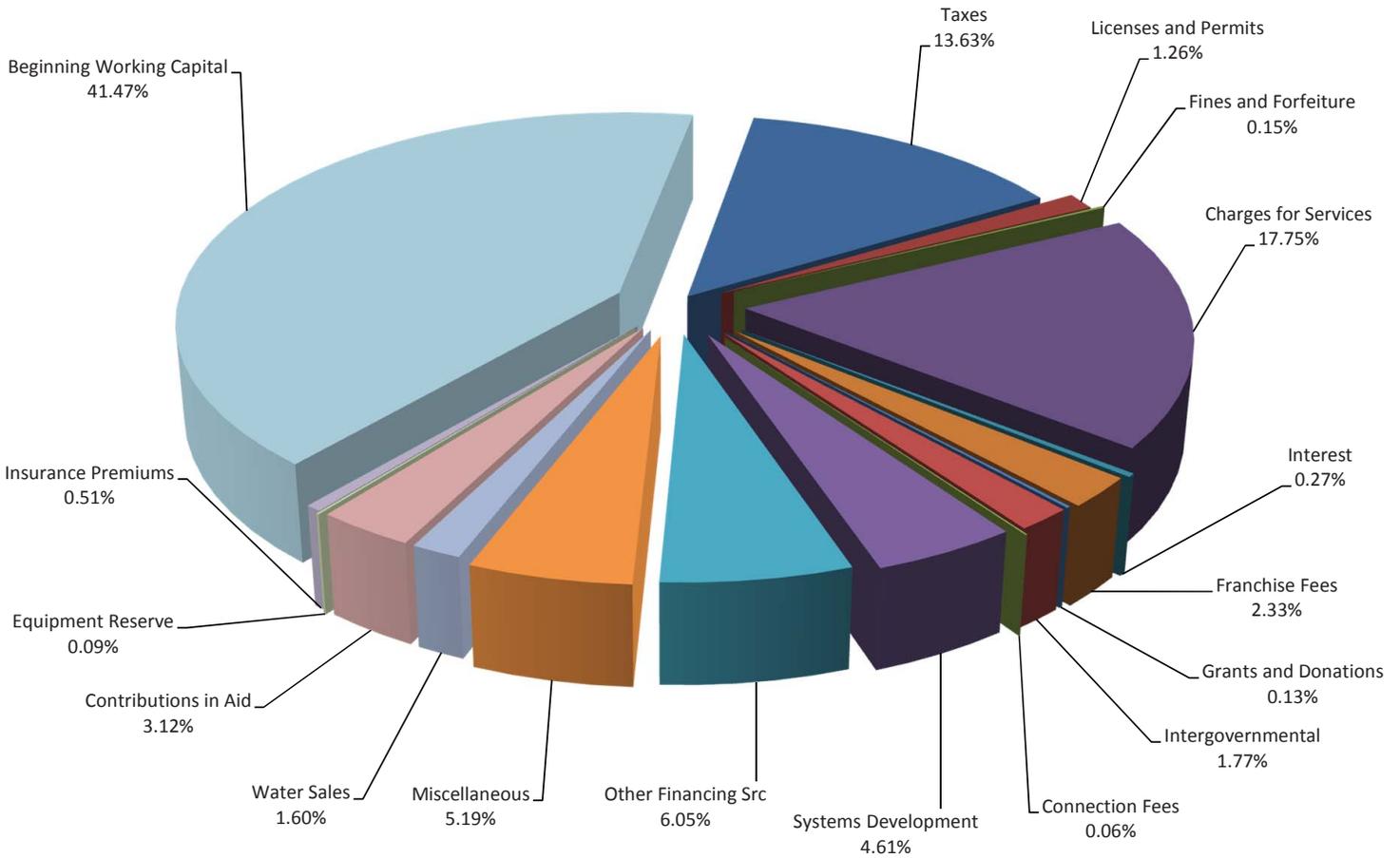
Expenditure Assumptions (All Funds)

- Cost of Living
 - Police and Fire represented employees in negotiations, contracts expire 6/30/2017
 - 2.5% wage adjustment for non-represented employees (subject to City Council approval)
- Medical and Dental Costs (Final rates will be available in early May)
 - 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 5.6% (budget includes 2.8% increase due to change to calendar year)
 - Dental increases include ODS of 6.4% and Willamette 1.5% (budget includes 3.2% for ODS and .75% for Willamette due to change to calendar year)
 - No change in monthly employee participation of \$115 per month or \$1,380 per year
 - VEBA continues at 2%
- **Public Employee Retirement System (PERS) Rates for FY 2017-18 are as follows:**
 - Tier I/II employees 16.01% to 19.64% or 22.5%
 - OPSRP General employees 9.84% to 11.57% or 17.5%
 - OPSRP Police/Fire employees 13.95% to 16.35% or 17.13%
 - \$750,000 transferred to PERS Stabilization Fund from Strategic Investment Program Funding
- All step increases applied where earned
- Materials and services increase at 2% plus increases needed for new positions and contractual services related to approved contracts
- Capital outlay limited based on established need

Budget Summary



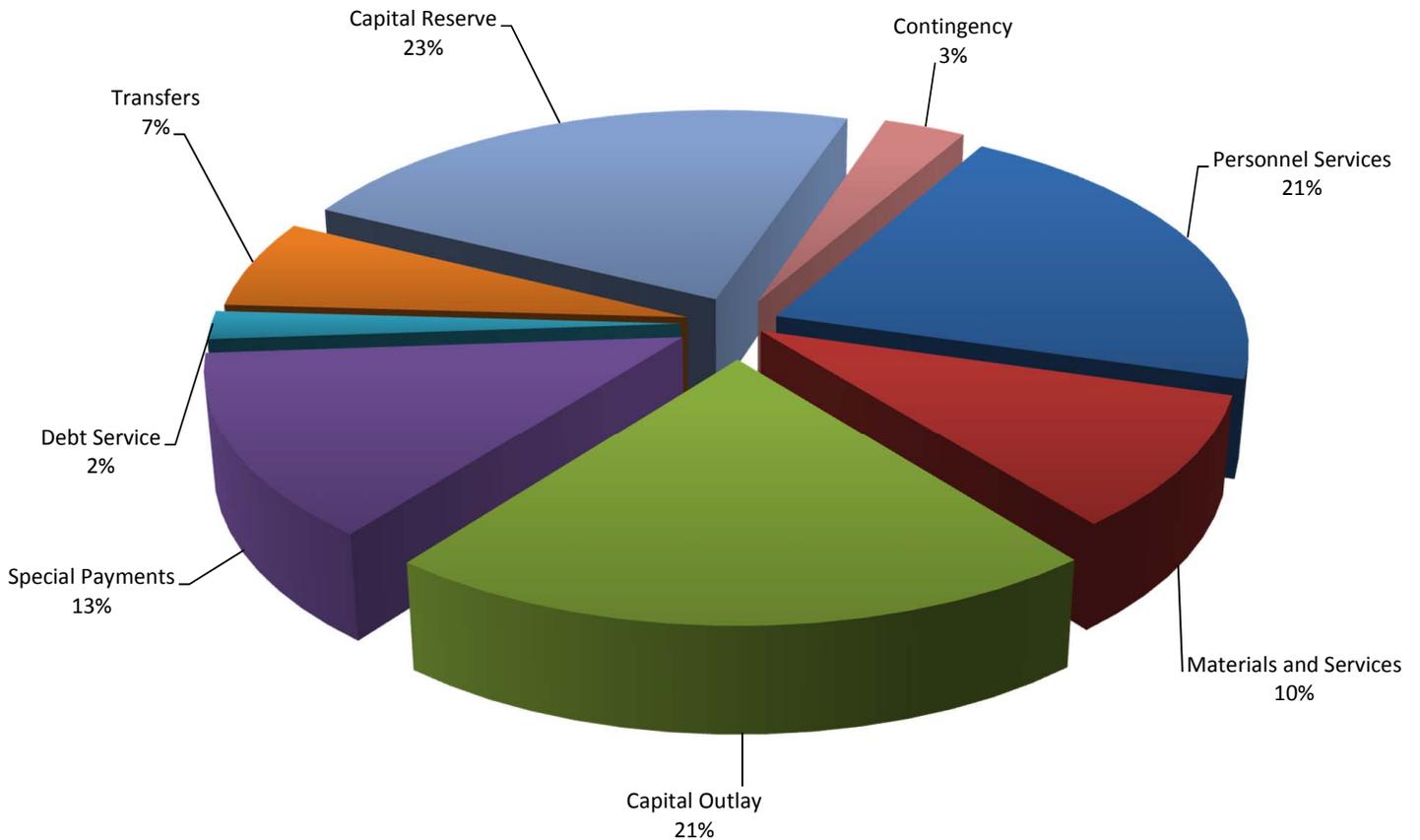
Total City Budget Resources by Category



Total City Budget Resources by Category

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Taxes	59,298,023	66,296,312	68,455,224	73,105,851	4,650,627	7%	14%
Licenses and Permits	7,648,177	6,678,044	6,162,060	6,774,047	611,987	10%	1%
Fines and Forfeiture	814,883	1,232,299	865,000	809,000	(56,000)	-6%	0%
Charges for Services	79,043,043	83,937,413	89,896,433	95,179,123	5,282,690	6%	18%
Interest	1,293,039	1,543,018	1,583,349	1,462,147	(121,202)	-8%	0%
Franchise Fees	10,430,596	11,060,811	12,100,000	12,480,000	380,000	3%	2%
Grants and Donations	1,723,101	2,248,966	3,453,140	706,500	(2,746,640)	-80%	0%
Intergovernmental	8,311,903	8,631,539	8,639,000	9,507,575	868,575	10%	2%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%	0%
Systems Development	13,838,681	23,090,741	26,538,855	24,724,560	(1,814,295)	-7%	5%
Other Financing Src	35,556,107	49,108,596	47,764,015	32,432,353	(15,331,662)	-32%	6%
Miscellaneous	23,455,495	28,822,358	36,076,146	27,807,539	(8,268,607)	-23%	5%
Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%	2%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%	3%
Equipment Reserve	-	-	500,000	500,000	-	0%	0%
Insurance Premiums	1,850,443	1,745,992	2,097,000	2,744,016	647,016	31%	1%
Beginning Working Capital	187,610,795	209,656,304	200,896,557	222,403,137	21,506,580	11%	41%
Total Resources	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%

Total City Budget Requirements by Category

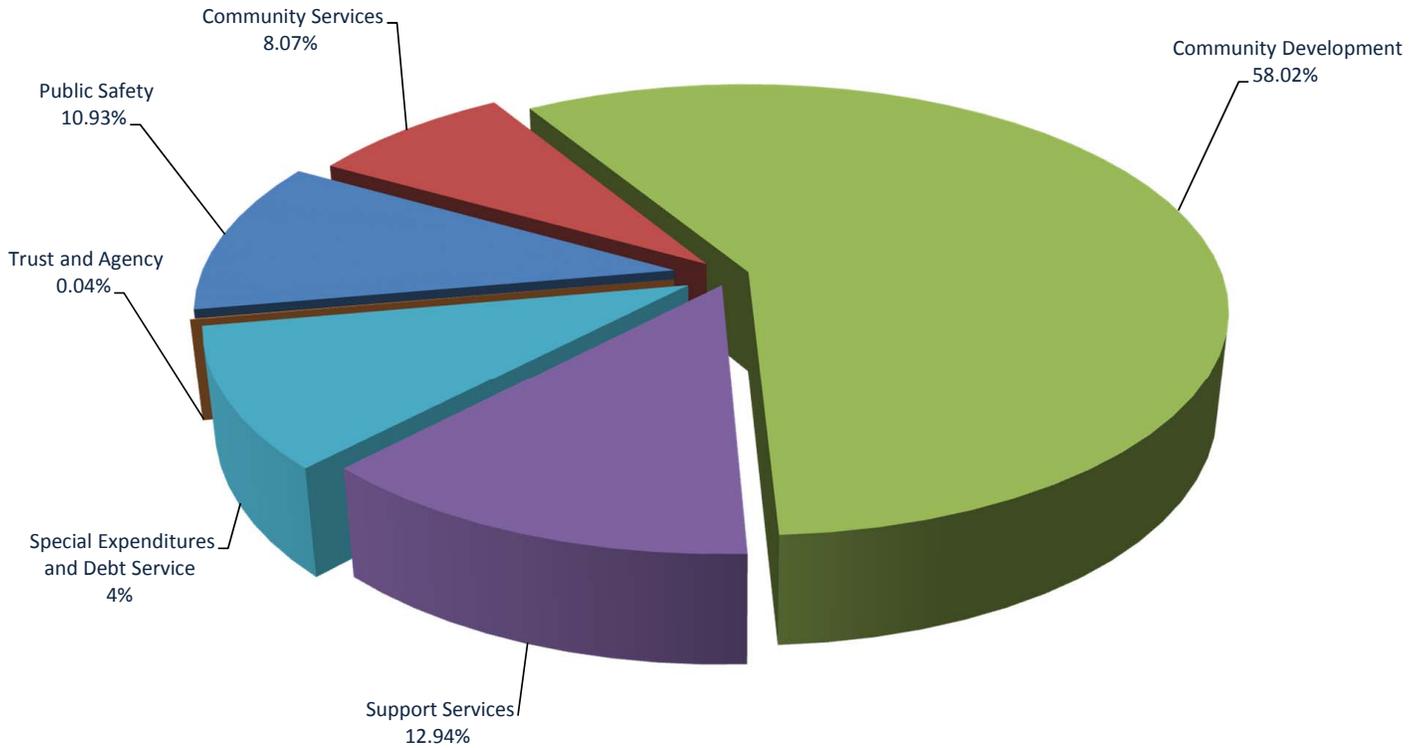


Total City Budget Requirements by Category

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Personnel Services	84,265,285	90,033,531	99,938,490	107,642,734	7,704,244	8%	20%
Materials and Services	31,877,160	32,669,172	52,097,305	49,498,530	(2,598,775)	-5%	9%
Capital Outlay	21,298,605	58,727,544	88,342,216	108,402,010	20,059,794	23%	20%
Special Payments	51,744,954	54,119,149	66,012,882	67,914,423	1,901,541	3%	13%
Debt Service	6,583,918	14,930,251	14,955,677	10,322,378	(4,633,299)	-31%	2%
Transfers	35,556,107	40,108,596	41,214,340	32,432,353	(8,781,987)	-21%	6%
Contingency	-	-	15,274,168	16,463,390	1,189,222	8%	3%
Capital Reserve	-	-	115,772,539	115,975,637	203,098	0%	22%
Unappropriated Fund Balance	209,656,299	214,867,261	25,410,518	27,617,634	2,207,116	9%	5%
Total Requirements	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%



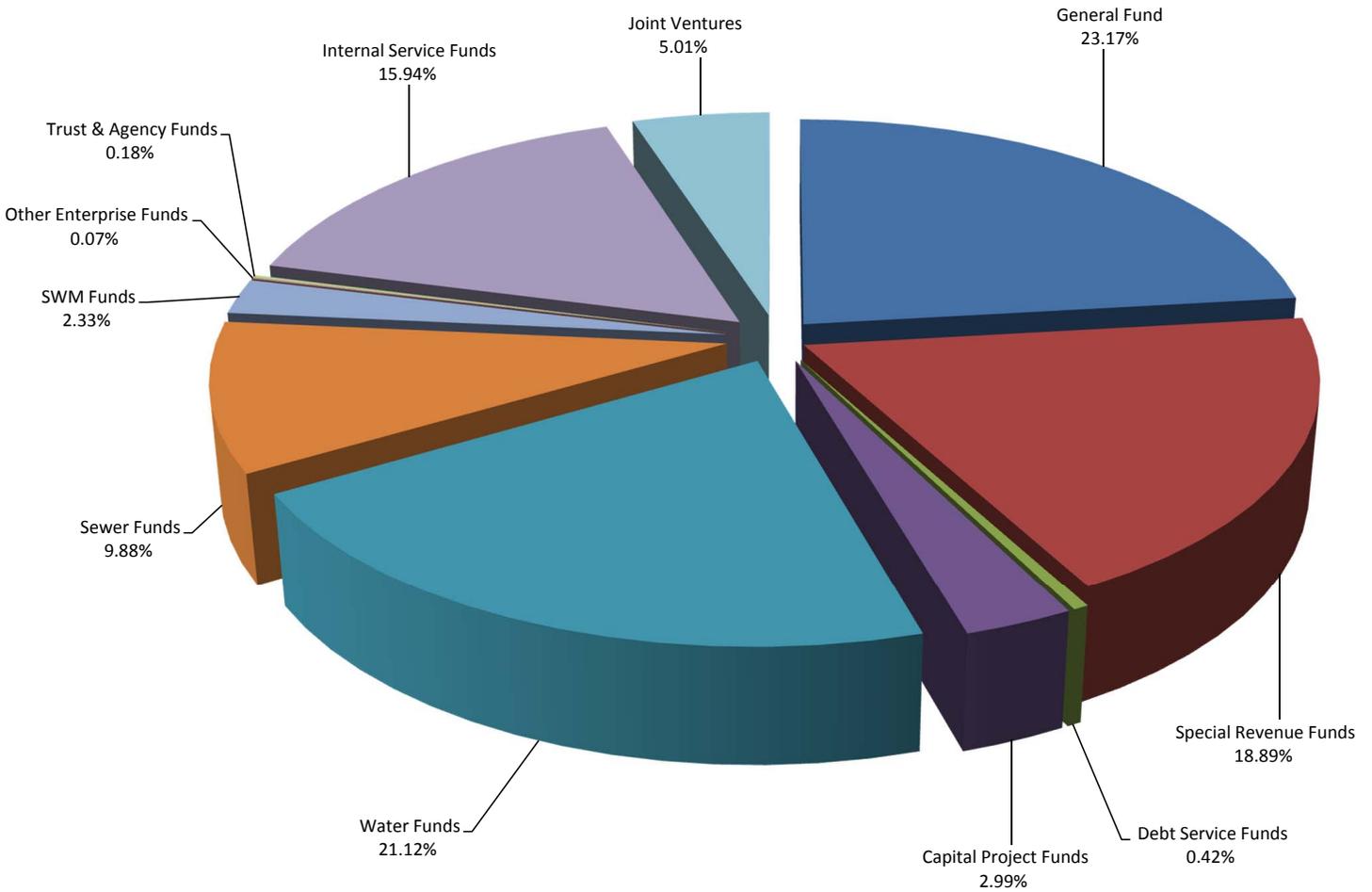
Total City Budget Requirements by Service Area



Total City Budget Requirements by Service Area

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Public Safety	48,350,747	51,143,627	54,432,975	58,639,564	4,206,589	7%	11%
Community Services	39,460,082	54,242,968	42,827,649	43,267,592	439,943	1%	8%
Community Development	258,235,406	292,014,346	298,242,767	311,127,666	12,884,899	4%	58%
Support Services	43,325,897	51,260,049	70,934,139	69,367,002	(1,567,137)	-2%	13%
Special Expenditures and Debt Service	51,319,195	56,529,990	51,979,605	53,653,395	1,673,790	3%	10%
Trust and Agency	291,001	264,524	601,000	213,870	(387,130)	-181%	0%
Total Requirements	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%

Total City Budget Requirements by Fund Group



Total City Budget Requirements by Fund Group

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
General Funds	101,783,531	110,379,895	117,182,845	124,266,141	7,083,296	6%	23%
Special Revenue Funds	90,569,823	114,045,580	96,544,222	101,278,557	4,734,335	5%	19%
Debt Service Funds	930,596	1,493,605	1,595,000	2,258,100	663,100	42%	0%
Capital Project Funds	26,868,412	30,587,150	27,887,920	16,050,726	(11,837,194)	-42%	3%
Water Funds	95,528,440	107,838,364	113,299,905	113,262,935	(36,970)	0%	21%
Sewer Funds	46,486,853	48,691,678	50,378,070	52,973,353	2,595,283	5%	10%
SWM Funds	14,512,452	15,559,901	12,760,733	12,495,255	(265,478)	-2%	2%
Other Enterprise Funds	459,675	476,514	395,600	381,500	(14,100)	-4%	0%
Trust & Agency Funds	1,307,315	1,325,545	1,580,317	948,291	(632,026)	-40%	0%
Internal Service Funds	51,495,023	62,332,195	82,263,901	85,477,397	3,213,496	4%	16%
Joint Ventures	11,040,208	12,725,077	15,129,622	26,876,834	11,747,212	78%	5%
Total Requirements	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%

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Forecasts



Why we forecast and plan

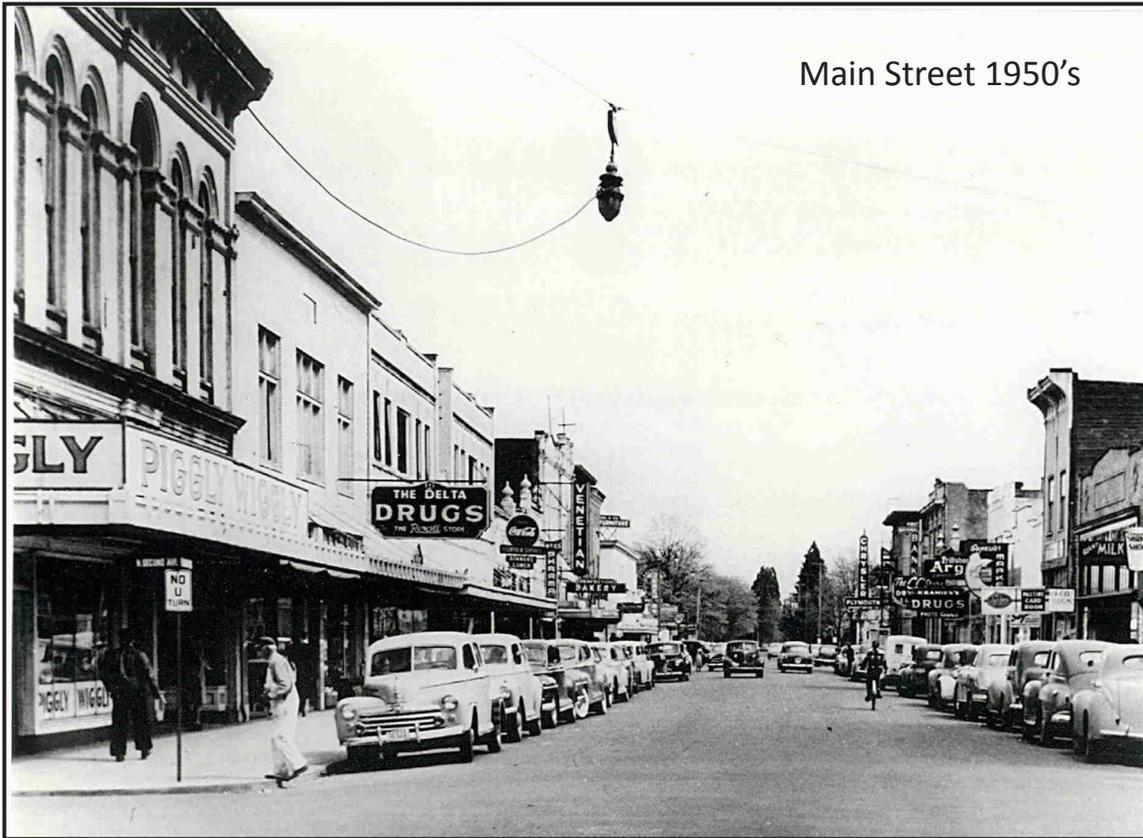
Financial Forecasting is the process of projecting revenues and expenditures over a long-term period using assumptions about economic conditions, future spending scenarios, and other prominent variables – a forecast is not a budget. A forecast provides an overview of the City’s fiscal health based on various assumptions.

The goal of creating a forecast is to assess the City’s ability to continue effectively providing services to residents at current service levels, based on projected growth, to meet goals set by Council, and to preserve the City’s long-term fiscal health. The City relies on internal and external information when forecasting, including projections for population, growth in incorporated land area, capital and infrastructure needs, assessed value growth and many other factors that can impact the City’s fiscal health. A forecast is continuously changing as new information becomes available.

Future issues that may have financial impacts to the City:

- Cost to maintain services outpacing resources
- PERS rate increases on the horizon
- Medical premiums
- Funding for infrastructure for target high growth areas
- New minimum wage and sick leave laws





Main Street 1950's

Approximately 5,000 residents called Hillsboro home in the 1950's



Main Street 2014

Hillsboro's population exceeded 99,000 by 2015



General Fund

The City's General Fund includes all general municipal services including Public Safety, Parks & Recreation, Libraries, Planning, and Municipal Court. General Fund resources are generally unrestricted in nature and can be used for any valid purpose in the process of providing government services to the public. The primary resources are property taxes, franchise fees, state revenue sharing and other charges for services. The projections include various assumptions for revenue growth and expenditure growth including assumptions for assessed value growth, growth in other general revenue, cost of living adjustments for represented and non-represented employees, medical, PERS, and other factors impacting resources and expenditures. Assumptions are made using the best information available at the time, but are assumptions and may or may not mirror actuals.

The City's property tax base is more heavily weighted in industrial property and machinery and equipment than neighboring jurisdictions, making our assessed values more volatile to changes in the economic climate. The City has invested in infrastructure that has kept companies like Intel continuing its investment in Hillsboro. With their investment comes clusters of business providing products and services to Intel and other larger companies.

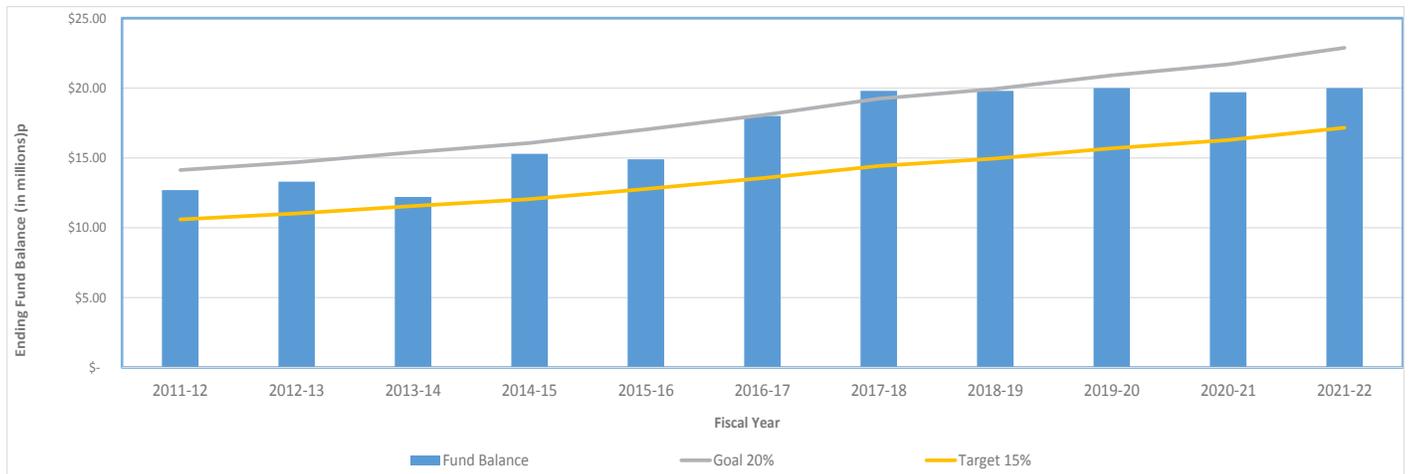
The City's tax base is the primary resource paying for General Fund services to our community. Our tax base has grown steadily with new investment/development as well as the statutorily 3% increase on residential properties. In FY 2015-16, the City saw significant growth in assessed values, resulting from Intel's 1999 Strategic Investment Program (SIP) agreement coming to a close and the residual value coming back on the tax roll. Approximately \$900 million was added to the tax roll for FY 2015-16 as a result of this abatement period ending. This value is primarily machinery and equipment which can depreciate quickly in future years and could have a significant impact without continued reinvestment. This area is a very hard to predict as the State of Oregon's appraisal division manages this assessment and information is not readily available. The prior year 5 year forecast assumed this new value would depreciate fully over a five year period resulting in a reduction in value of approximately 180 million each year. In FY 2016-17, the value depreciated but not as rapidly, therefore forecasts have been adjusted to recognize depreciation over a longer period of 12 years. This will be reevaluated each year based on the annual valuation.

The City adopted a target ending fund balance of 15% with a goal of 20%. The policy will be updated sometime in the near future, and will include the target of 16.66% vs 15% as the latter represents two months of operating expenses. We have been using the 16.66% target with City Council but need to memorialize this in policy. The graphic informs the reader in what years the City actually and projects to hit the target and/or goal. The measurement is simply the cash or ending fund balance at the end of the fiscal year divided by the total annual expenditures.

The forecast is above the target and in some cases the goal for most of the years beyond the current FY 2016-17. This has not been the typical forecast. Ours like so many other cities has in years past shown a downward trend. The influx of the Intel SIP value on the tax roll and corresponding tax dollars has turned the forecast to the good, but that is predicated on the assumption the value not depreciating faster than five years as well as many other assumptions.

The assumptions having the biggest impact on the General Fund are assessed values, PERS, medical and the ability to maintain service levels which typically requires additional expenditure to keep pace with the growing services demands of a growing City like Hillsboro.

	ACTUALS					PROJECTIONS					
	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Resources											
Beginning Fund Balance	12,658	13,341	12,175	10,331	14,858	18,000	19,762	19,775	19,983	19,700	20,027
Property Tax	32,225	32,476	34,076	36,303	40,549	42,535	44,126	45,674	47,810	50,038	52,362
Local Option Tax	15,119	15,229	15,996	17,020	19,027	20,181	20,889	21,814	22,781	23,792	24,848
Franchise Fees	9,120	9,549	9,712	10,431	11,061	11,385	12,479	13,103	13,758	14,446	15,169
Department Revenues & Other	5,675	5,938	6,145	6,447	6,984	6,647	6,909	7,176	7,453	7,740	8,040
Library Levy	4,157	4,255	4,362	4,471	4,680	5,050	5,154	5,257	5,363	5,470	5,579
State & County Shared Revenues	2,746	3,014	3,099	3,282	3,672	4,355	4,629	4,815	5,007	5,207	5,416
Transfers	1,276	1,035	993	6,002	1,009	1,010	1,010	1,010	1,010	1,010	1,010
Court Fines & Fees	902	725	728	788	1,204	702	768	799	831	864	899
Interest	123	78	76	105	145	219	228	237	246	256	266
Total Resources	71,342	72,299	75,186	84,848	88,330	92,084	96,194	99,885	104,259	108,824	113,588
Expenditures by Category											
Personnel Services	47,190	49,413	52,879	54,803	58,097	60,931	64,364	66,993	71,098	73,769	78,870
Materials & Services	8,357	8,591	8,572	8,585	9,467	9,789	10,071	10,273	10,478	10,688	10,902
Capital Outlay	353	303	496	193	298	411	1,350	3,250	3,250	3,750	3,750
Support Services	12,663	12,400	13,003	14,152	14,500	14,840	16,629	17,153	17,695	18,256	18,838
Special Expenditures	976	1,035	1,041	1,098	960	1,474	720	1,184	1,196	1,209	1,221
Transfers	1,121	1,722	1,039	1,491	1,866	2,877	3,046	825	825	825	825
Total Expenditures	70,660	73,465	77,029	80,322	85,187	90,322	96,181	99,678	104,542	108,497	114,405
Net Resources/(Expenditures)	682	-1,166	-1,843	4,526	3,142	1,762	13	207	-283	327	-817
Ending Fund Balance	13,341	12,175	10,331	14,858	18,000	19,762	19,775	19,983	19,700	20,027	19,210
Ending Fund Balance/Expenditures	18.88%	16.57%	13.41%	18.50%	21.13%	21.88%	20.56%	20.05%	18.84%	18.46%	16.79%
Target: 15%	✓	✓	-	✓	✓	✓	✓	✓	✓	✓	✓
Goal: 20%	-	-	-	-	-	✓	✓	✓	-	-	-
Expenditures by Department											
Police	24,894	25,314	27,212	27,832	29,579	30,153	32,814	33,431	35,124	36,182	38,251
Fire	16,554	16,928	17,711	18,409	19,431	20,484	22,259	22,481	23,579	24,292	25,623
Parks	14,709	15,793	16,676	17,500	18,752	19,550	20,815	21,026	21,815	22,378	23,311
Library	7,328	7,332	7,886	8,175	8,538	9,013	9,867	10,120	10,543	10,857	11,355
Planning	3,690	4,006	4,030	4,460	4,673	4,724	5,204	5,376	5,609	5,784	6,058
Municipal Court	402	441	457	480	518	519	570	588	613	632	662
Street Lighting	963	878	926	856	846	844	860	867	884	902	920
Unallocated Capital Outlay								3,250	3,250	3,750	3,750
Special Expenditures	999	1,051	1,093	1,119	984	1,959	1,246	1,213	1,226	1,240	1,253
Transfers	1,121	1,722	1,039	1,491	1,866	2,877	3,046	825	825	825	825
New Positions/Other						200	-500	500	1,075	1,656	2,398
Total Expenditures	70,660	73,465	77,029	80,322	85,187	90,322	96,181	99,678	104,542	108,497	114,405





Water

The City of Hillsboro, through its Utilities Commission, owns and operates a municipal drinking water system that serves over 84,000 retail customers and 3 wholesale customers. Its delivery of clean, reliable water protects public health, enables emergency fire protection and supports the City's economic vitality. The water supplied to local customers is purchased through the Joint Water Commission (JWC), which is a collective water supply partnership between the cities of Hillsboro, Forest Grove, Beaverton and Tualatin Valley Water District. The Water Department also operates a second smaller water treatment plant which produces treated water for the Commission's rural retail and wholesale customers.

The Water Department is in development of a 50-year water supply project that will improve the resilience of the existing water supply system and provide additional capacity for future residents through the Willamette Water Supply Program (WWSP). The WWSP consists of a partnership between the City of Hillsboro and the Tualatin Valley Water District. The new treatment plant, reservoirs, and 30 mile supply line is expected to be completed by 2026.

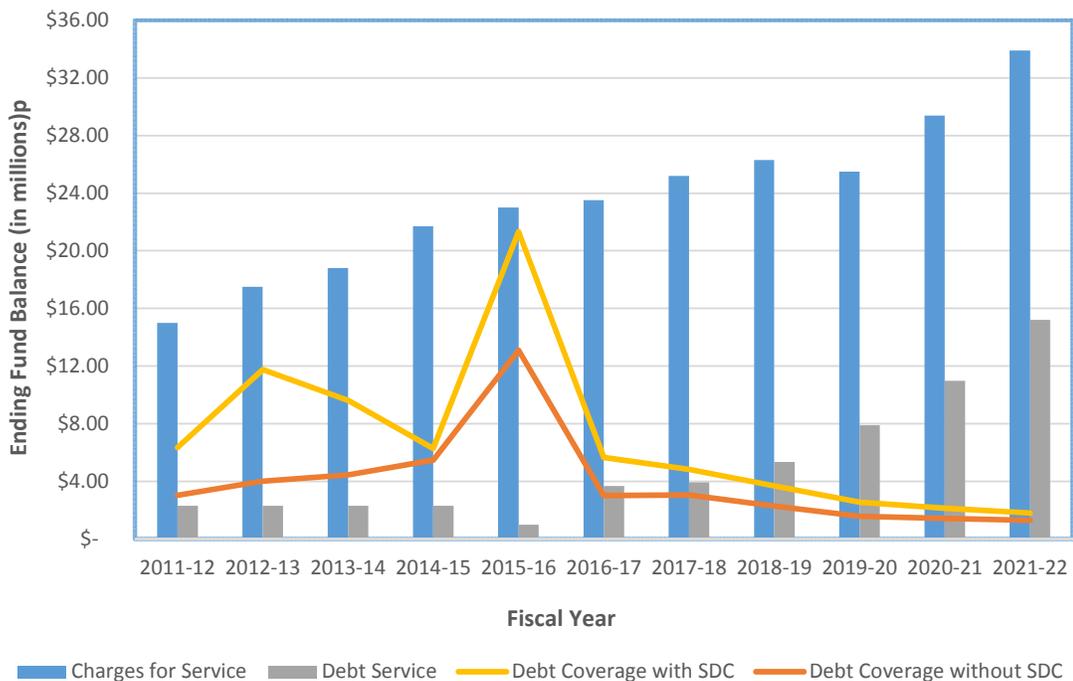
In preparation of the WWSP and other capital projects, the Water Department contracted with HDR Engineering Inc. in 2012 to provide a financial modeling tool that the Water Department uses to project future revenues and expenses and the impact on water rates and system development charges. The Water Rate Model calculates estimated future water rate adjustments that will be needed to fund water system operations, capital projects and debt service on the Commission's planned capital investments, such as the WWSP. Current planned capital investments, including WWSP costs and the Water Department's portion of JWC, for the next 10-year totals an estimated unescalated \$445 million from fiscal year 2017 to fiscal year 2027. Of the total, \$375 million unescalated is estimated for the Water Department's portion of the WWSP.

The WWSP will have a significant impact on current and future water rates and system development charges. City staff has run many scenarios in the Model to determine the best plan for constructing capital projects, issuing debt, and maintaining operations while minimizing anticipated rate adjustments. The assumptions having the biggest impact on the Model are customer growth, timing of construction of key WWSP projects, and

	ACTUALS					PROJECTIONS					
	2011-12	2012-13*	2013-14*	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Resources											
Beginning Working Capital	45,406	49,797	55,796	66,733	71,874	75,772	77,165	52,385	55,612	55,932	63,642
Charges for Services	14,969	17,455	18,773	21,683	23,021	23,487	25,212	26,254	25,530	29,423	33,863
Licenses and Permits	5	6	26	34	48	15	15	15	15	15	15
Interest	410	242	277	422	542	356	451	581	780	992	1,069
Grants and Donations	444	-	-	-	-	-	-	-	-	-	-
Connection Fees	179	283	345	300	402	200	305	206	208	210	212
Systems Development	7,760	17,643	11,790	1,836	8,050	9,670	7,000	7,747	7,748	7,750	7,751
Other Financing Src	-	-	-	-	380	-	-	46,303	21,690	66,305	54,570
Miscellaneous	227	14,857	617	180	415	686	601	232	234	236	239
Insurance Premiums	-	2	-	-	2	-	-	-	-	-	-
Total Resources	23,994	50,488	31,828	24,455	32,859	34,413	33,583	81,337	56,204	104,931	97,720
Expenditures by Category											
Personnel Services	3,883	4,065	4,137	4,433	5,118	5,909	6,347	6,461	6,623	6,789	6,958
Materials and Services	1,489	1,570	1,853	1,993	2,386	2,960	2,939	3,139	2,809	2,880	2,952
Capital Outlay	6,915	16,642	6,793	4,640	9,731	44,445	35,850	54,221	30,076	67,642	56,705
Water Purchases	2,708	2,970	3,015	3,082	3,162	3,730	4,242	4,272	3,956	4,212	4,478
Special Payments	2,199	16,575	2,546	2,812	2,984	3,750	4,242	3,682	3,726	3,933	4,161
Debt Service	2,340	2,281	2,278	2,283	978	3,675	3,942	5,535	7,893	10,965	15,207
Transfers	70	70	270	70	295	300	75	75	75	75	75
Contingency	-	-	-	-	-	725	725	725	725	725	725
Total Expenditures	19,604	44,174	20,891	19,314	24,655	65,494	58,363	78,109	55,884	97,221	91,262
Net Resources/(Expenditures)	4,391	6,314	10,937	5,141	8,204	(31,081)	(24,781)	3,227	320	7,710	6,458
Ending Fund Balance	49,797	56,111	66,733	71,874	80,079	44,691	52,385	55,612	55,932	63,642	70,101

*Note: A fund balance restatement was required as of July 1, 2013, due to prior year receivable not reversed in an ensuing year.

Ending Fund Balance/Expenditures	254.02%	127.02%	319.44%	372.13%	324.80%	68.24%	89.76%	71.20%	100.09%	65.46%	76.81%
Annual Debt Service Coverage											
With SDC's 1.25	6.34	11.74	9.63	6.28	21.33	5.65	4.82	3.68	2.55	2.14	1.81
Without SDC's 1.15	3.02	4.01	4.45	5.48	13.10	3.02	3.04	2.28	1.57	1.44	1.30





Transportation

There are nine funds that make up the Transportation Funds. The Transportation Funds are restricted for use depending upon the revenue type received. The main sources of revenue are State and County gas taxes, state license and registration fees, the Transportation Development Tax (a system development charge), and the City's local transportation utility fee.

The principal source of revenue for the Transportation Operating 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. As gas tax revenues have remained relatively flat over the last 10 years and the cost of roadway maintenance has increased, the City determined an additional revenue source was needed to be able to maintain the roadways and tackle the backlog in roadway maintenance, which currently is valued at \$10.1 million.

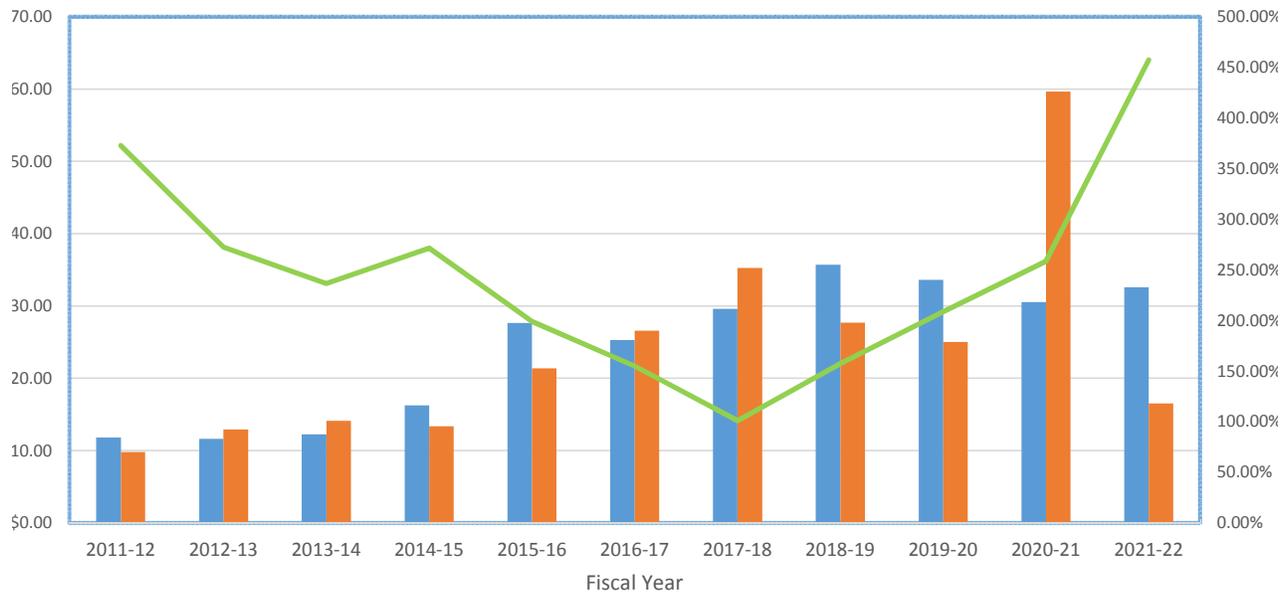
In July 2008, the City Council adopted a Transportation Utility Fee, which went into effect in March 2009. The TUF program charges each residential and non-residential customer a fee that is used to perform street maintenance on roadways that fall under Hillsboro's jurisdiction. Additionally, a portion of residential TUF fees collected are dedicated to build and maintain bicycle and pedestrian pathways. Over the last several years, the Council has elected to use Strategic Investment Program (SIP) funding to help fill some of the gap for pavement management.

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. 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.

In 2015, the City Council adopted a supplemental Transportation System Development Charge (SDC) for the South Hillsboro development area. The rural SoHi area is being annexed into the City over the next couple of years and when built out will add an additional 20,000 residents to Hillsboro. The City's portion of necessary transportation projects is about \$96 million. In order to fund these projects it was necessary for the City to adopt a supplemental SDC to ensure it will have the necessary funds to pay for these projects. Additionally, the City established a Local Improvement District totaling close to \$27 million to fund key transportation projects in SoHi so full development of the area can occur.

Washington County adopted a county wide \$30 registration fee that will only go into effect if the State fails to pass a 2017 transportation funding package that provides additional County revenue. Cities in Washington County would receive approximately 40% of the registration fees to help offset the growing costs of the roadway system maintenance.

	ACTUALS						PROJECTIONS				
	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Resources											
Beginning Working Capital	34,513	36,519	35,229	33,380	36,277	42,553	41,231	35,599	43,598	52,201	59,664
Intergovernmental	5,375	5,397	5,655	5,801	6,077	6,435	6,628	8,294	8,361	8,478	8,497
Charges for Services	3,676	1,722	1,979	2,333	2,796	5,529	3,635	4,145	4,895	5,819	5,878
Licenses and Permits	26	34	138	73	254	151	181	184	188	192	196
Interest	300	185	158	200	281	276	296	203	230	277	316
Grants and Donations	665	137	168	347	287	1,804					
Systems Development	385	2,730	2,767	4,585	6,269	6,433	6,625	13,631	13,686	13,033	14,947
Other Financing Src	1,101	1,317	1,189	2,389	4,707	2,500	8,248	6,139	6,000	2,500	2,500
Miscellaneous	278	118	204	530	6,996	2,147	4,002	3,100	260	260	260
Total Revenues	11,805	11,641	12,257	16,258	27,667	25,276	29,614	35,697	33,619	30,559	32,593
Expenditures by Category											
Personnel Services	2,347	2,483	2,739	2,769	3,297	3,622	4,135	4,378	4,641	4,919	5,214
Materials and Services	2,690	4,459	5,190	5,563	4,406	6,758	7,510	4,953	6,974	7,501	8,029
Capital Outlay	3,267	4,246	4,475	3,268	11,090	12,103	18,643	15,769	10,789	8,052	668
Special Payments	821	933	999	1,048	1,069	1,143	1,422	1,435	1,449	1,462	1,476
Transfers	675	810	703	712	1,530	2,972	3,536	1,162	1,164	1,163	1,164
Contingency											
Total Expenditures	9,800	12,931	14,106	13,361	21,392	26,597	35,245	27,697	25,017	23,096	16,551
Net Revenues/(Expenditures)	2,005	-1,290	-1,849	2,897	6,275	-1,322	-5,632	7,999	8,602	7,463	16,042
Ending Fund Balance	36,519	35,229	33,380	36,277	42,553	41,231	35,599	43,598	52,201	59,664	75,705
Ending Fund Balance/Expenditures	372.65%	272.44%	236.64%	271.51%	198.92%	155.02%	101.00%	157.41%	208.66%	258.33%	457.40%





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 operations are funded via a regional sewer base and usage charge as well as a local service fee. Both are billed as part of the City's utility bill.

The regional fees are established by CWS and adopted annually by the City via resolution. The regional sewer charge has two parts, the base charge and the usage charge. Currently, the City collects the regional fees and submits 83.4% of the fees to CWS and retains 16.4% to operate, maintain, and repair the City's portion of the sewer system. In 2014, the City completed a service delivery study to determine current and future operational and capital requirements for the Sewer Program. The study results showed that the City would need a local service fee to meet these requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015.

In addition to the regional base and usage charge and the local service fee, 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 and can only be used to expand the system. The City currently adopts the CWS system development charge annually via resolution and has no additional local SDC charge. The City collects the SDC fee, but remits 96.017% of the SDC to CWS.

Historically, the City has been absorbing all costs associated with right of way fees assessed on the use of the roadway for the sanitary sewer system. The City and CWS worked closely to come to an agreement to capture the portion of the right of way fees related to what revenue is retained by CWS. As a result of that work, effective July 2017, an additional fee was adopted in the amount of 3.5% to offset the cost for use of the right of way. This frees up funding for future maintenance and operational needs.

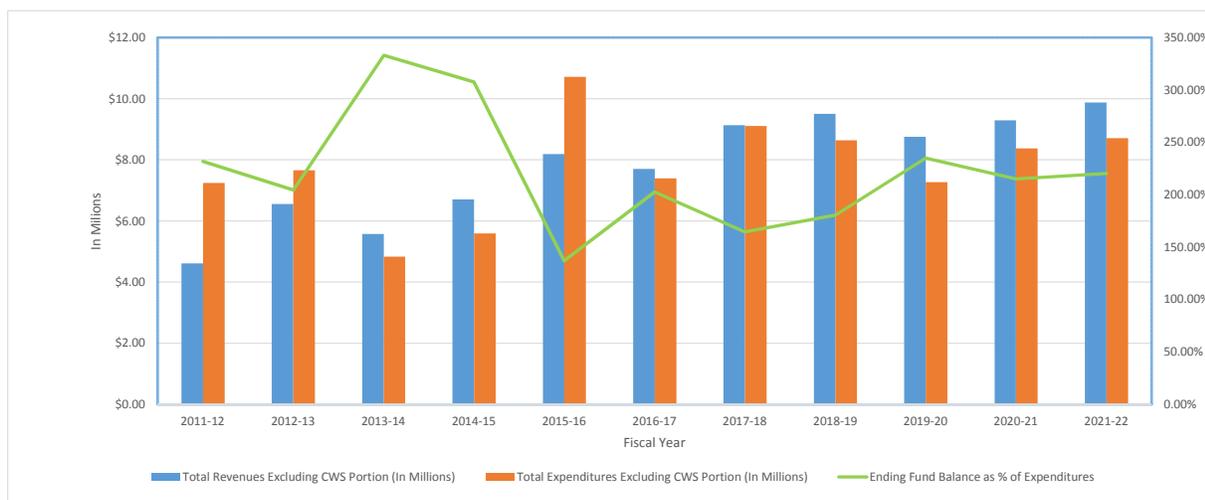
To reflect the true costs of the City's Sanitary Sewer program, the collection and pass-through of CWS's share of the regional fees and SDCs have been excluded from the graph on the right. Overall, the Sewer Funds are in relatively good health and resources will be available to fund the majority of the City's sewer maintenance, repair, and capital projects for the next five years. The graphic shows all Sewer funds combined; therefore, it is important to note that much of the reserves are dedicated funding towards capital repair, replacement and new construction projects.

	ACTUALS						PROJECTIONS				
	2011-12	2012-13*	2013-14*	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Resources											
Beginning Working Capital	19,397	16,773	15,360	16,099	17,204	14,681	14,983	15,007	15,608	17,083	18,006
Charges for Services	19,658	20,642	21,673	23,261	25,475	26,128	27,959	29,977	32,147	34,480	36,989
Licenses and Permits	11	11	54	60	93	95	90	94	97	101	105
Interest	160	72	92	173	140	39	94	86	93	106	116
Grants and Donations	14	15	-	-	-	-	-	-	-	-	-
Systems Development	3,415	5,355	5,809	4,741	4,669	8,505	8,590	8,676	8,763	8,850	8,939
Other Financing Src	90	90	-	-	7	-	-	-	-	-	-
Miscellaneous	16	1,716	524	752	953	418	752	1,002	2	2	2
Total Revenues	23,363	27,901	28,152	28,988	31,337	35,185	37,484	39,834	41,102	43,539	46,150
Expenditures by Category											
Personnel Services	1,711	1,928	2,028	1,873	1,899	2,125	2,830	3,000	3,180	3,371	3,573
Materials and Services	244	245	215	201	301	782	522	531	552	574	597
Capital Outlay	625	3,608	578	1,559	2,539	1,199	3,069	2,937	1,252	2,040	2,000
Special Payments	20,360	23,023	24,292	24,070	25,047	29,484	30,854	32,604	34,484	36,471	38,658
Transfers	3,047	205	300	180	4,075	1,293	185	160	160	160	160
Total Expenditures	25,987	29,010	27,413	27,883	33,861	34,883	37,460	39,232	39,627	42,616	44,988
Net Revenues/(Expenditures)	-2,624	-1,109	739	1,105	-2,523	302	24	602	1,474	923	1,162
Ending Fund Balance	16,773	15,664	16,099	17,204	14,681	14,982	15,007	15,608	17,083	18,006	19,168

*Note: A fund balance restatement was required as of July 1, 2013, due to prior year receivable not reversed in an ensuing year.

Ending Fund Balance/Expenditures	64.54%	54.00%	58.73%	61.70%	43.36%	42.95%	40.06%	39.79%	43.11%	42.25%	42.61%
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	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Total Revenues Excluding CWS Portion (In Millions)	4.61	6.55	5.57	6.70	8.19	7.70	9.13	9.50	8.75	9.29	9.87
Total Expenditures Excluding CWS Portion (In Millions)	7.24	7.66	4.83	5.59	10.71	7.39	9.11	8.64	7.27	8.37	8.71
Ending Fund Balance as % of Expenditures	231.84%	204.50%	333.08%	307.70%	137.08%	202.67%	164.72%	180.57%	234.90%	215.23%	220.20%





SWM Funds

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 regional service unit fee as well as a local service fee, and billed as part of the City's utility bill. Currently, the City collects the regional fees and submits 25% of the fees to CWS and retains 75% to operate, maintain, and repair the City's portion of the SWM system. In 2014, the City completed a service delivery study to determine current and future operational and capital requirements for the Sewer Program. The study results showed that the City would need a local service fee to meet these requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015.

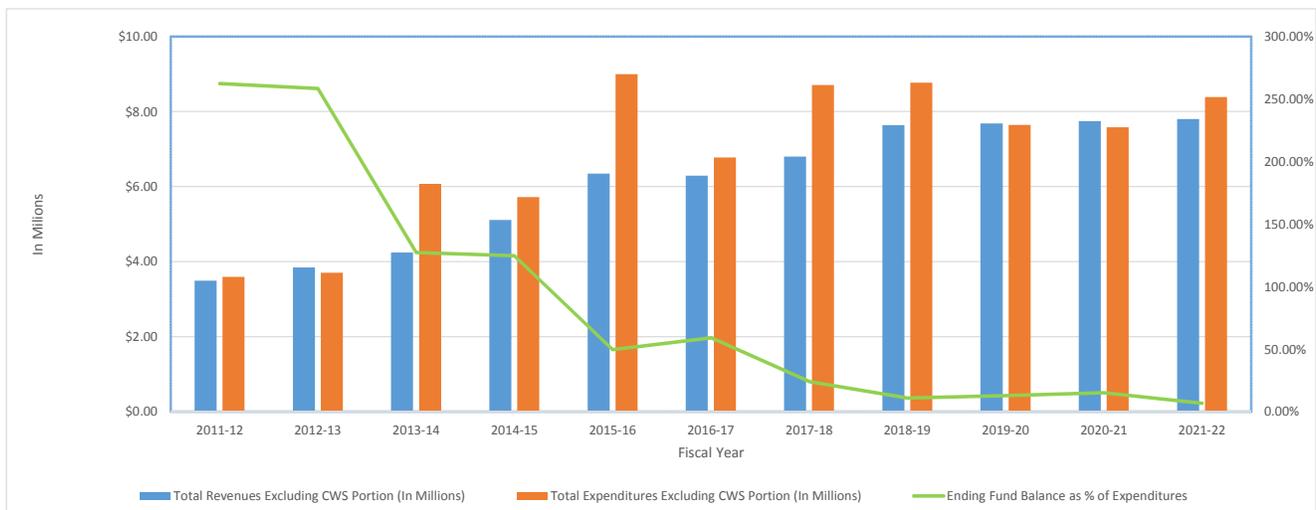
In addition to recurring charges for maintenance and operations, system development charges (SDC) are assessed on new construction. The SDC is based on the project's future impact on the Surface Water System's capacity. The City currently adopts the CWS system development charge annually via resolution and has no additional local SDC charge. The City collects the SDC Fee and retains 100% of it.

Historically, the City has been absorbing all costs associated with the right of way fees assessed on the use of the roadway for the storm system. The City and CWS worked closely to come to an agreement to capture the portion of the right of way fees related to what revenue is retained by CWS. As a result of that work, effective July 2017, an additional fee was adopted in the amount of 3.5% to offset the cost for use of the right of way. This frees up funding for future maintenance and operational needs.

To reflect the true costs of the City's SWM program, the collection and pass-through of CWS's share of the regional fees have been excluded from the graph on the right. Over the next five years, it is projected that SWM fund balances will be drawn down as resources will not keep pace with repair, maintenance and capital projects.

	ACTUALS						PROJECTIONS				
	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Resources											
Beginning Working Capital	9,524	9,423	9,561	7,726	7,120	4,468	3,993	2,094	952	988	1,149
Charges for Services	4,074	4,465	4,891	5,719	6,802	6,854	7,377	8,085	8,146	8,207	8,268
Licenses and Permits	132	168	203	320	541	449	530	535	541	546	552
Interest	78	40	34	33	27	31	25	18	14	15	17
Grants and Donations											
Systems Development	212	280	329	381	440	483	510	815	820	825	831
Other Financing Src					7						
Miscellaneous	8	3	1	1	8	1	1	1	1	1	1
Total Revenues	4,504	4,957	5,459	6,453	7,825	7,817	8,442	9,454	9,521	9,594	9,668
Expenditures by Category											
Personnel Services	1,923	1,989	2,202	2,498	2,646	2,784	3,118	3,305	3,504	3,714	3,937
Materials and Services	201	367	347	419	514	1,582	2,062	495	510	525	541
Capital Outlay	534	292	2,406	1,638	371	885	1,565	2,969	1,586	1,251	1,769
Special Payments	1,902	2,051	2,218	2,384	2,647	2,835	3,237	3,493	3,550	3,608	3,667
Transfers	45	120	120	120	4,299	205	360	334	335	334	335
Total Expenditures	4,605	4,819	7,294	7,059	10,477	8,291	10,342	10,596	9,484	9,433	10,249
Net Revenues/(Expenditures)	-101	138	-1,835	-607	-2,652	-474	-1,900	-1,142	36	161	-581
Ending Fund Balance	9,423	9,561	7,726	7,120	4,468	3,993	2,094	952	988	1,149	568
Ending Fund Balance/Expenditures	204.63%	198.41%	105.93%	100.86%	42.64%	48.17%	20.25%	8.98%	10.42%	12.19%	5.54%

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Total Revenues Excluding CWS Portion (In Millions)	3.49	3.84	4.24	5.11	6.34	6.29	6.80	7.63	7.68	7.74	7.80
Total Expenditures Excluding CWS Portion (In Millions)	3.59	3.70	6.07	5.72	8.99	6.77	8.70	8.77	7.64	7.58	8.38
Ending Fund Balance as % of Expenditures	262.26%	258.37%	127.28%	124.59%	49.67%	59.02%	24.06%	10.85%	12.93%	15.17%	6.78%



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Reader's Guide

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



Overview

The City of Hillsboro's budget document has been designed 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 2017-18 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 2017-18.

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.



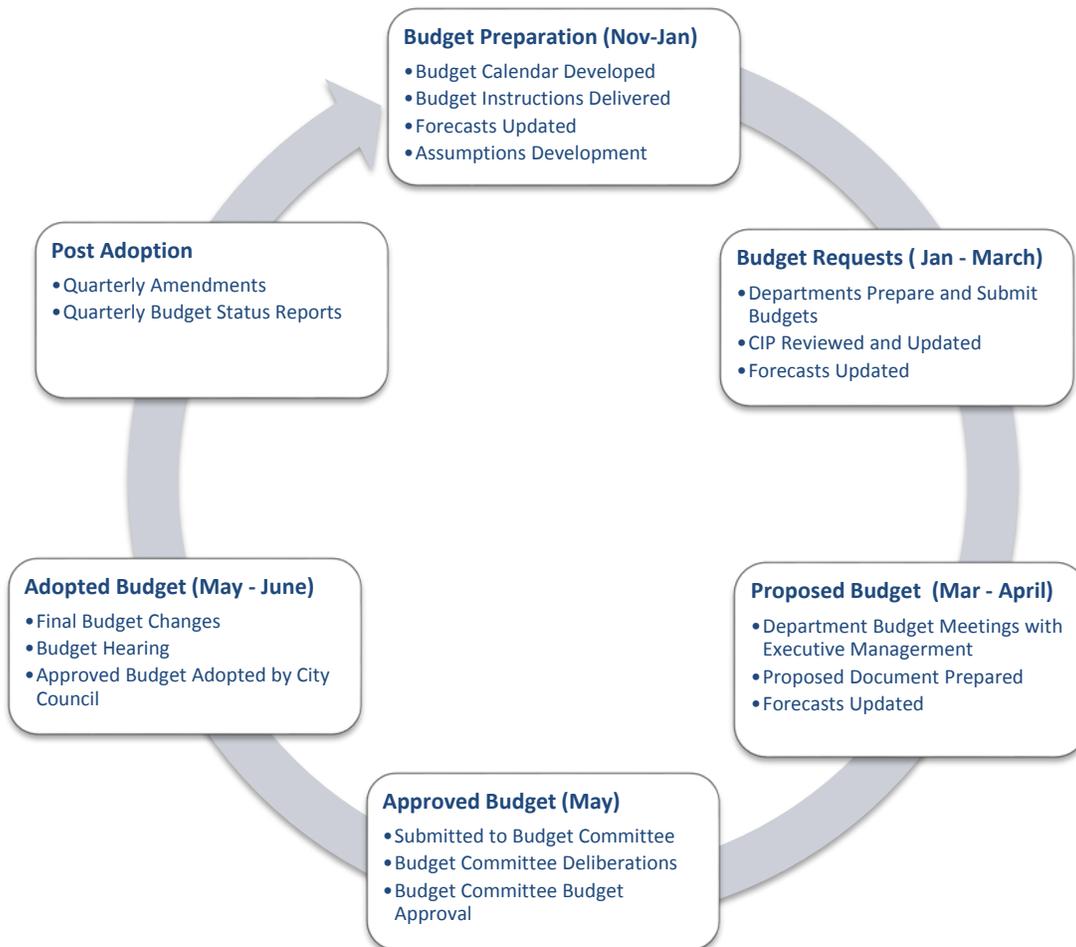
Full Time Position Summary

Departments	2015-16	2016-17	2017-18	Percent of Total	Number of Changes
Police Department	183.0	185.0	190.0		5.0
Finance Department - Municipal Court	3.0	3.0	3.0		-
Fire Department	106.0	109.0	116.0		7.0
Emergency Management	2.0	2.0	2.0		-
Public Safety Total:	294.0	299.0	311.0	38%	12.0
Library Department	52.0	52.0	53.63		1.6
Parks and Recreation Department	92.75	93.75	95.75		2.0
Community Services Total:	144.8	145.8	149.4	19%	3.6
Planning Department	25.0	25.0	25.0		-
Economic Development Department	6.0	7.0	7.0		-
Building Department	43.0	43.0	43.0		-
Water Department	72.0	75.0	78.0		3.0
Public Works Department	73.0	78.0	87.0		9.0
Community Development Total:	219.0	228.0	240.0	29%	12.0
City Manager's Office	15.5	19.5	21.5		2.0
Risk	3.5	3.5	3.5		-
Human Resources Department	9.5	8.5	12.5		4.0
Information Services Department	31.0	32.0	31.0		(1.0)
Finance Department	22.0	23.0	26.5		3.5
Public Works - Facilities and Fleet Department	21.0	21.0	22.0		1.0
Support Services Total:	102.5	107.5	117.0	14%	9.5
Total Full Time Equivalent Positions	760.25	780.25	817.38	100%	37.13



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. Finance Department coordinates the preparation and distribution of personnel services and budget worksheets to departments. 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. Finance Department coordinates preparation of the Proposed Budget Document.
May	Publish notice of public meeting of the Budget Committee. Proposed Budget Document is made available to the Budget Committee and the public prior to the first meeting. Proposed Budget Document is presented to the Budget Committee; public comment is taken at this time. Prepare Supplemental Budget, Transfers of Appropriation, Grants and Donations Resolution for current year budget. Publish notice of public hearing and summary of the Approved Budget. Publish notice of public hearing and summary of supplemental budget for Adopted budget.
June	A public hearing is held before City Council to allow citizens to comment on the Approved budget and the current 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 eight digit ORG CODE is the combination of the three digit Fund Number and the five digit Activity Code. The Activity Code is a summary of the following four 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 four digit OBJECT CODE describes **WHAT** type of item is being purchased or the type of revenue being received. Object Codes are divided into five 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 five 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).

General Ledger Account Example: 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

200	52	2	0	2
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6100

10313



ORG – 8 Digits

Object – 4 Digits

Project – 5 Digits



General Ledger Account Number

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Revenues

- *Current Revenue by Types*
- *Property Tax Summary*
- *City Assessed Value*
- *Property Tax*
- *Urban Renewal Tax Increment*
- *Strategic Investment Program*
- *Gain Share*
- *Interest*
- *Franchise Fees/Right of Way*
- *State Shared*
- *Transient Tax*
- *Court and Parking Fees*
- *Building Fees*
- *Grants*
- *Water*
- *Public Works Transportation*
- *Public Works Sewer*
- *Public Works Surface Water Management*



Current Revenue by Fund (Excludes Beginning Balances and Transfers)

Funds	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change
General Fund	\$ 78,846,026	\$ 87,321,001	\$ 89,872,045	\$ 94,680,201	\$ 4,808,156	5%
Public Art Fund	-	1,509	2,500	2,500	-	0%
Economic Development Fund	944,462	1,145,371	1,122,500	1,122,000	(500)	0%
PERS Stabilization Fund	1,380,231	17,603	15,000	15,000	-	0%
Total General	\$ 81,170,719	\$ 88,485,484	\$ 91,012,045	\$ 95,819,701	\$ 4,807,656	5%
Property Management Fund	\$ 18,298	\$ 26,905	\$ 16,900	\$ 28,200	\$ 11,300	67%
Sewer Fund	22,606,428	24,083,710	25,295,225	26,587,436	1,292,211	5%
Sewer Depreciation Fund	782,591	989,790	35,000	43,829	8,829	25%
Sewer SDC Fund	4,859,901	4,727,347	8,037,100	8,617,340	580,240	7%
Sewer LSF Fund	738,646	1,536,285	1,578,330	2,235,385	657,055	0%
Surface Mgmt Fund	5,680,714	6,509,391	6,870,860	7,149,500	278,640	4%
SWM Depreciation Fund	1,964	4,903	2,700	7,277	4,577	170%
SWM SDC Fund	405,174	451,411	358,500	514,800	156,300	44%
SWM LSF Fund	364,938	859,387	836,550	770,822	(65,728)	0%
Water Fund	22,230,220	23,942,580	24,447,900	26,252,000	1,804,100	7%
Water Depreciation Fund	71,054	101,425	60,000	70,000	10,000	17%
Water SDC Fund	2,143,267	8,420,443	9,894,755	7,250,000	(2,644,755)	-27%
Water Debt Service Fund	8,032	10,025	7,500	7,500	-	0%
Water Rate Stabilization Fund	2,804	4,651	3,000	3,000	-	0%
ITF Fund	182,281	223,298	213,300	213,200	(100)	0%
Total Enterprise	\$ 60,096,312	\$ 71,891,551	\$ 77,657,620	\$ 79,750,289	\$ 2,092,669	3%
Police Forfeiture Fund	\$ 9,010	\$ 1,775	\$ 2,000	\$ 2,000	\$ -	0%
Cadet Fund	6,176	7,532	5,000	7,000	2,000	40%
Parks SDC Fund	2,349,751	3,712,949	4,540,000	2,060,000	(2,480,000)	-55%
Transportation Fund	6,396,476	6,534,896	6,057,000	6,906,876	849,876	14%
Pathways Fund - Gas Tax Fund	56,664	60,735	55,000	64,971	9,971	18%
Transportation Depreciation Fund	4,667	3,976	3,000	6,030	3,030	101%
TUF Pavement Management Fund	1,132,763	1,698,362	2,285,900	2,543,188	257,288	11%
TUF Pathways Fund	991,949	1,052,832	1,494,200	1,011,455	(482,745)	-32%
TIF Fund	594,546	6,390,371	3,455,250	2,066,000	(1,389,250)	-40%
TDT Fund	4,672,559	7,225,150	6,168,500	8,758,265	2,589,765	42%
Transportation SDC Fund	-	(5,941)	-	6,500	6,500	0%
Special Assessments Fund	21,346	6,628	2,250	2,407	157	7%
Wetland Mitigation Fund	582	729	600	800	200	33%
Building Fund	6,573,883	5,148,519	5,483,799	5,303,650	(180,149)	-3%
Total Special Revenue	\$ 22,810,372	\$ 31,838,513	\$ 29,552,499	\$ 28,739,142	\$ (813,357)	-3%

Revenues

Revenue by Fund

Current Revenue by Fund

(Excludes Beginning Balances and Transfers)

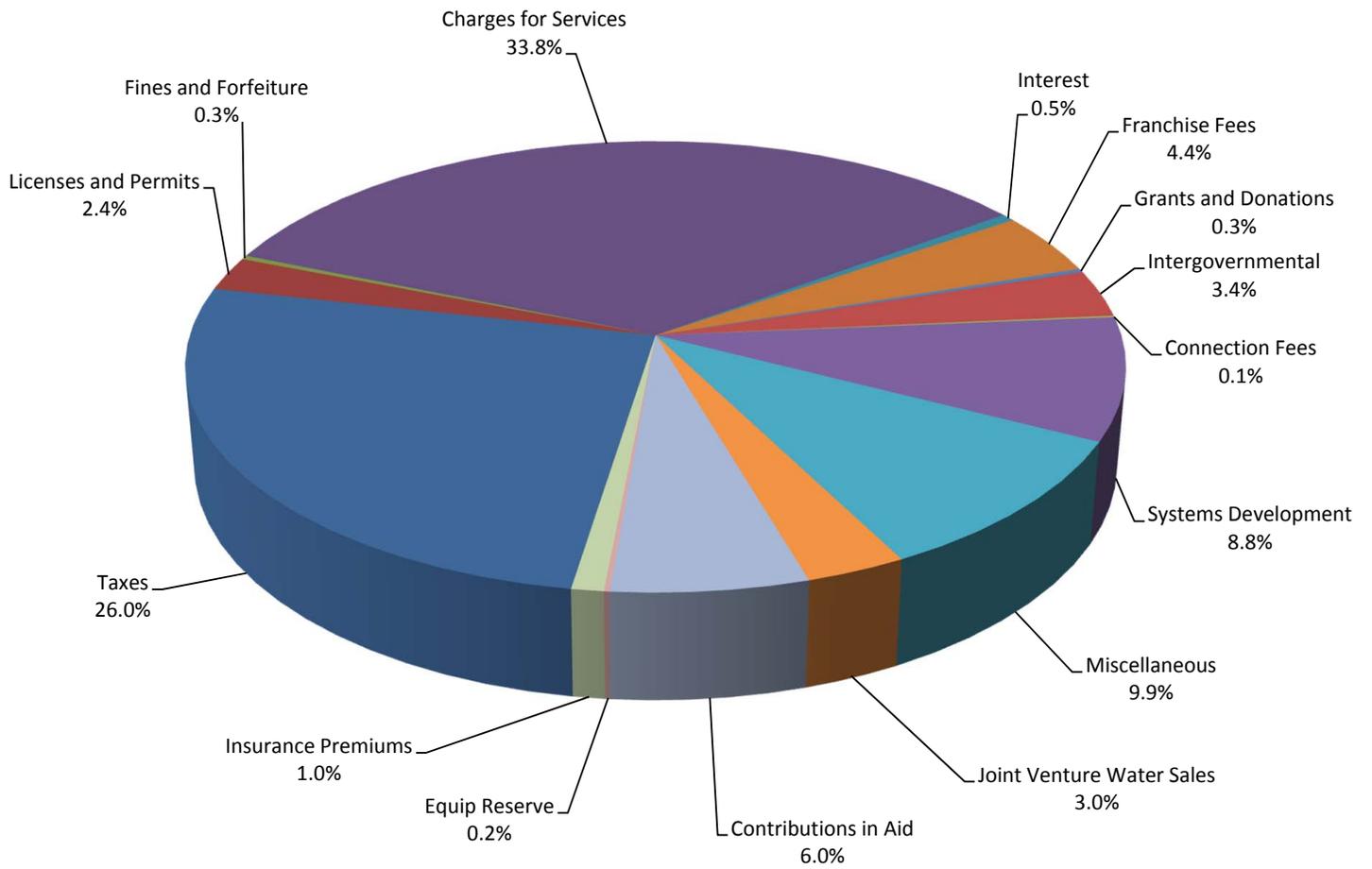
Funds	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change
Support Services Fund	\$ 13,996,103	\$ 15,028,411	\$ 17,425,672	\$ 19,257,691	\$ 1,832,019	11%
Sustainability Revolving Fund	328	507	400	500	100	25%
Facilities Management Fund	5,407,714	5,346,603	18,904,020	6,782,375	(12,121,645)	-64%
Strategic Investment Program Fund	7,436,010	8,715,721	8,902,000	11,675,500	2,773,500	31%
Risk Management Fund	1,828,645	1,752,505	2,100,000	2,747,016	647,016	31%
Loss Reserve Fund	-	-	-	-	-	0%
Fleet Management Fund	1,741,789	1,701,124	1,701,000	1,700,000	(1,000)	0%
Copier Program Fund	238,173	223,238	236,500	203,000	(33,500)	-14%
Total Internal Services	\$ 30,648,762	\$ 32,768,109	\$ 49,269,592	\$ 42,366,082	\$ (6,903,510)	-14%
Downtown UR Tax Increment Fund	\$ 721,305	\$ 912,078	\$ 911,000	\$ 1,015,000	\$ 104,000	11%
NoHi UR Tax Increment Fund	-	-	101,000	480,500	379,500	0%
Total Debt Service	\$ 721,305	\$ 912,078	\$ 1,012,000	\$ 1,495,500	\$ 483,500	48%
Downtown UR General Fund	\$ 1,618	\$ -	\$ 1,000	\$ 2,250	\$ 1,250	0%
Parks Capital Projects Fund	288,346	1,704,780	370,500	110,500	(260,000)	-70%
Gainshare Capital Projects Fund	10,495,294	5,875,026	5,800,000	5,950,000	150,000	3%
NoHi UR General Fund	-	-	-	-	-	0%
Total Capital Projects	\$ 10,785,258	\$ 7,579,806	\$ 6,171,500	\$ 6,062,750	\$ (108,750)	-2%
Joint Water Commission	\$ 10,342,758	\$ 11,974,807	\$ 14,304,856	\$ 25,828,741	\$ 11,523,885	81%
Barney Joint Reservoir Commission	349,213	393,499	467,991	777,593	309,602	66%
Total Joint Ventures	\$ 10,691,971	\$ 12,368,306	\$ 14,772,847	\$ 26,606,334	\$ 11,833,487	80%
Broadband Users Group Fund	\$ 607,470	\$ 661,163	\$ 687,010	\$ 365,951	\$ (321,059)	-47%
PPDS Users Group Fund	11,838	11,852	27,500	31,100	3,600	13%
Library Board Agency Fund	197,054	154,733	163,800	196,700	32,900	20%
Cemetery Endowment Fund	94	55	150	50	(100)	-67%
Jackson Bottom Preserve Fund	74,276	18,963	31,000	-	(31,000)	-100%
Total Trust and Agency	\$ 890,732	\$ 846,766	\$ 909,460	\$ 593,801	\$ (315,659)	-35%
Total Current Revenue	\$ 217,815,431	\$ 246,690,613	\$ 270,357,563	\$ 281,433,599	\$ 11,076,036	4%



Current Revenue by Category (Excludes Beginning Balances and Transfers)

Description	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent Of Total
Taxes	\$ 59,298,023	\$ 66,296,312	\$ 68,455,224	\$ 73,105,851	\$ 4,650,627	7%	26.0%
Licenses and Permits	7,648,177	6,678,044	6,162,060	6,774,047	611,987	10%	2.4%
Fines and Forfeiture	814,883	1,232,299	865,000	809,000	(56,000)	-6%	0.3%
Charges for Services	79,043,043	83,937,413	89,896,433	95,179,123	5,282,690	6%	33.8%
Interest	1,293,044	1,543,018	1,583,349	1,462,147	(121,202)	-8%	0.5%
Franchise Fees	10,430,596	11,060,815	12,100,000	12,480,000	380,000	3%	4.4%
Grants and Donations	1,723,101	2,248,966	3,453,140	706,500	(2,746,640)	-80%	0.3%
Intergovernmental	8,311,903	8,631,539	8,639,000	9,507,575	868,575	10%	3.4%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%	0.1%
Systems Development	13,838,681	23,090,741	26,538,855	24,724,560	(1,814,295)	-7%	8.8%
Miscellaneous	23,455,495	28,822,358	36,076,146	27,807,539	(8,268,607)	-23%	9.9%
Joint Venture Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%	3.0%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%	6.0%
Equip Reserve	-	-	500,000	500,000	-	0%	0.2%
Insurance Premiums	1,850,443	1,745,997	2,097,000	2,744,016	647,016	31%	1.0%
	\$ 217,815,431	\$ 246,690,613	\$ 270,357,563	\$ 281,433,599	\$ 11,076,036	4%	100%

Current Revenues for FY 2017-18 \$281,433,599





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

Object Code	Description	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
4000	Property Taxes	\$ 40,675,939	\$ 45,599,431	\$ 46,674,224	\$ 50,011,351	\$ 3,337,127	7%	68%
4005	Local Option Tax	16,832,637	18,780,475	19,500,000	20,560,000	1,060,000	5%	28%
4010	Property Taxes - Delinquent	815,546	537,308	656,000	659,500	3,500	1%	1%
4015	Local Option Taxes - Delinquent	187,044	246,405	325,000	325,000	-	0%	0%
4021	Hotel/Motel Tax	786,857	1,132,693	1,300,000	1,550,000	250,000	19%	2%
	Taxes Total	\$ 59,298,023	\$ 66,296,312	\$ 68,455,224	\$ 73,105,851	\$ 4,650,627	7%	100%
4026	Cet Admin Fee - Hillsboro	26,439	35,410	20,000	24,000	4,000	20%	0%
4028	Cet Admin Fee - Beaverton	7,353	5,602	7,000	6,000	(1,000)	-14%	0%
4029	Metro CET Admin Fee	11,925	14,695	11,000	12,000	1,000	9%	0%
4110	Business License Fees	262,791	281,346	285,000	300,000	15,000	5%	4%
4111	B/L Application Fees	29,660	26,850	30,000	30,000	-	0%	0%
4112	Licenses and Fees	10,845	10,895	11,000	11,000	-	0%	0%
4114	Planning Fees	401,698	381,971	400,000	410,000	10,000	3%	6%
4115	Building Department Permits	2,247,178	1,618,993	1,700,000	2,000,000	300,000	18%	30%
4116	Plan Check Fees	1,928,259	1,466,264	1,540,630	1,575,000	34,370	2%	23%
4117	Fire Life Safety Plan Review	673,492	584,557	675,000	600,000	(75,000)	-11%	9%
4119	Building Mechanical Permits	528,203	307,513	275,000	275,000	-	0%	4%
4120	Building Plumbing Permits	325,589	343,621	275,000	275,000	-	0%	4%
4121	Building Electrical Permits	648,181	555,858	450,000	450,000	-	0%	7%
4123	Developer Reimbursements	347,236	694,900	312,550	575,747	263,197	84%	8%
4124	Erosion Control Inspection Fee	98,193	171,325	86,380	165,000	78,620	91%	2%
4125	Downtown Maintenance Fees	3,993	4,296	3,500	3,800	300	9%	0%
4127	Electrical Plan Check Fees	95,342	68,629	75,000	60,000	(15,000)	-20%	1%
4128	Master Electrical Permit	1,800	105,319	5,000	1,500	(3,500)	-70%	0%
	Licenses and Permits Total	\$ 7,648,177	\$ 6,678,044	\$ 6,162,060	\$ 6,774,047	\$ 611,987	10%	100%
4130	Vehicle Impound Fee	13,295	6,600	15,000	10,000	(5,000)	-33%	1%
4131	Court Fines	719,509	704,782	725,000	650,000	(75,000)	-10%	80%
4132	Parking Fines	82,079	130,417	125,000	149,000	24,000	19%	18%
	Fines and Forfeiture Total	\$ 814,883	\$ 1,232,299	\$ 865,000	\$ 809,000	\$ (56,000)	-6%	100%

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

Object Code	Description	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
4113	Lien Search Service Fees	77,125	83,300	75,000	80,000	5,000	7%	0%
4126	Resale/Concession Fees	185,325	190,041	160,000	160,000	-	0%	0%
4150	Program Fees	2,557,360	2,759,166	3,040,600	3,103,100	62,500	2%	3%
4151	Facility Rental Fees	606,825	704,999	566,000	573,500	7,500	1%	1%
4152	Training Revenue	27,945	32,310	22,500	22,500	-	0%	0%
4153	Copier Charges	236,591	220,801	235,000	200,000	(35,000)	-15%	0%
4154	Service Charges	1,993,283	2,215,088	1,911,250	1,835,051	(76,199)	-4%	2%
4155	Fee in Lieu of Construction	229,105	75,107	-	100,000	100,000	0%	0%
4156	Contract Payments	57,421	1,333	-	-	-	0%	0%
4158	C-1 Residential/Domestic	7,359,693	7,842,013	8,183,400	8,969,600	786,200	10%	9%
4159	C-2 Commercial	1,748,095	1,866,260	1,958,500	2,122,500	164,000	8%	2%
4160	C-4 Fire Protection/Private	106,762	113,350	115,600	131,700	16,100	14%	0%
4161	C-5 Fire Protection/Public	-	-	-	-	-	0%	0%
4162	C-6 Sales/Public Authorities	702,071	766,297	737,500	785,000	47,500	6%	1%
4163	C-7 Sales/Other Water Utilities	1,013,516	944,004	982,700	993,500	10,800	1%	1%
4164	C-8 Multi-Family	1,355,229	1,411,101	1,442,600	1,587,900	145,300	10%	2%
4165	C-9 Industrial	7,945,393	8,420,728	8,659,300	9,261,700	602,400	7%	10%
4166	C-10 Non-Profit	101,094	103,898	110,000	116,800	6,800	6%	0%
4167	C-11 Irrigation	1,320,792	1,507,686	1,282,800	1,227,800	(55,000)	-4%	1%
4168	Bulk Water	30,797	46,085	15,000	15,000	-	0%	0%
4171	Domestic/Commercial - Billings	21,821,306	23,884,330	25,466,155	26,188,654	722,499	3%	28%
4173	Industrial	1,411,369	1,532,483	1,287,400	1,760,000	472,600	37%	2%
4174	SWM Billings	5,717,939	6,802,433	7,434,450	7,376,540	(57,910)	-1%	8%
4176	Library Fines	149,250	131,338	130,000	50,000	(80,000)	-62%	0%
4177	Library Fines Self Checkout	51,219	63,915	45,000	125,000	80,000	178%	0%
4180	Department Chg - Support Services	13,247,301	14,118,165	16,537,598	18,346,140	1,808,542	11%	19%
4181	Department Chg - Depreciation	1,500,000	1,500,000	1,800,000	1,800,000	-	0%	2%
4182	Department Chg - Facilities	4,017,918	3,875,450	4,502,980	4,711,880	208,900	5%	5%
4183	Dept Chg - PERS Stabilization	1,364,011	-	-	-	-	0%	0%
4307	Transportation Utility Fee	2,108,308	2,725,732	3,195,100	3,535,258	340,158		
Charges for Services Total		\$ 79,043,043	\$ 83,937,413	\$ 89,896,433	\$ 95,179,123	\$ 5,282,690	6%	100%
4200	Interest Earned	1,256,404	1,489,339	1,127,800	1,442,147	314,347	28%	99%
4201	Interest on Contracts	36,640	53,679	455,549	20,000	(435,549)	-96%	1%
Interest Total		\$ 1,293,044	\$ 1,543,018	\$ 1,583,349	\$ 1,462,147	\$ (121,202)	-8%	100%
4250	Franchise Fees	10,157,171	10,796,731	11,800,000	12,180,000	380,000	3%	98%
4251	Public Utility Tax	273,425	264,084	300,000	300,000	-	0%	2%
Franchise Fees Total		\$ 10,430,596	\$ 11,060,815	\$ 12,100,000	\$ 12,480,000	\$ 380,000	3%	100%
4270	Donations	359,891	294,565	208,550	205,500	(3,050)	-1%	29%
4275	Grants - Federal	81,310	103,613	1,349,990	252,500	(1,097,490)	-81%	36%
4276	Grants - State	287,569	311,961	1,400,000	120,000	(1,280,000)	-91%	17%
4277	Grants - Other	841,226	1,415,185	398,000	25,000	(373,000)	-94%	4%
4280	Memorials and Grants	100,510	90,423	65,600	75,500	9,900	15%	11%
4281	Re-orders	32,386	29,172	28,000	28,000	-	0%	4%
4282	Board Discretionary	16,913	100	-	-	-	0%	0%
4283	Reorders Self Checkout	3,296	3,947	3,000	-	(3,000)	-100%	0%
Grants and Donations Total		\$ 1,723,101	\$ 2,248,966	\$ 3,453,140	\$ 706,500	\$ (2,746,640)	-80%	100%



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

Object Code	Description	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
4022	Gas Tax - County	348,602	363,632	362,000	389,179	27,179	8%	4%
4300	Ready to Read	15,944	15,494	15,000	15,000	-	0%	0%
4301	OLCC Tax Revenue	1,361,141	1,387,900	1,400,000	1,525,000	125,000	9%	16%
4302	State Revenue Sharing	1,007,637	1,023,920	1,115,000	1,200,000	85,000	8%	13%
4303	Cigarette Tax Revenue	126,188	127,420	144,000	140,000	(4,000)	-3%	1%
4304	Gas Tax - State	3,136,913	3,053,452	3,150,000	3,438,429	288,429	9%	36%
4305	Gas Tax Pathways - State	48,881	58,190	53,000	61,766	8,766	17%	1%
4306	Gas Tax OTIA III - State	2,266,597	2,601,531	2,400,000	2,738,201	338,201	14%	29%
Intergovernmental Total		\$ 8,311,903	\$ 8,631,539	\$ 8,639,000	\$ 9,507,575	\$ 868,575	10%	100%
4350	Meter Connection Fee	102,680	151,500	50,000	100,000	50,000	100%	33%
4351	Service Installation	86,540	109,995	60,000	100,000	40,000	67%	33%
4352	Permitting Fees	3,160	2,075	4,500	4,500	-	0%	1%
4353	Tagging Fees	107,149	138,332	85,000	100,000	15,000	18%	33%
Connection Fees Total		\$ 299,529	\$ 401,902	\$ 199,500	\$ 304,500	\$ 105,000	53%	100%
4400	TIF - Mass Transit	112	243	-	-	-	0%	0%
4405	TIF - Institutional	511	1,106	-	-	-	0%	0%
4410	Systems Development Charges	8,834,973	16,347,162	22,111,855	17,590,000	(4,521,855)	-20%	71%
4411	SDCS - Wholesale	38,304	33,970	-	-	-	0%	0%
4415	SDC in Lieu - Quality	18,844	101,404	40,000	50,000	10,000	25%	0%
4416	SDC in Lieu - Quantity	361,537	338,784	298,500	460,000	161,500	54%	2%
4420	TDT Fee	4,584,400	6,268,072	4,088,500	6,624,560	2,536,060	62%	27%
Systems Development Total		\$ 13,838,681	\$ 23,090,741	\$ 26,538,855	\$ 24,724,560	\$ (1,814,295)	-7%	100%
4600	Miscellaneous Income	2,195,478	2,440,336	1,624,150	3,585,750	1,961,600	121%	13%
4601	Sale of Surplus Property	8,816	39,293	9,000	9,000	-	0%	0%
4605	Partner Payments	523,348	531,022	478,410	470,951	(7,459)	-2%	2%
4606	Construction Reimbursement	1,231,840	9,323,112	4,400,000	2,750,000	(1,650,000)	-38%	10%
4608	Strategic Investment Prog Revenues	7,410,631	8,654,229	8,910,000	11,660,000	2,750,000	31%	42%
4609	Bond Proceeds	-	-	11,900,000	500,000	(11,400,000)	-96%	2%
4610	Leasehold Revenues	567,066	637,373	568,745	608,995	40,250	7%	2%
4611	Principal Unbonded	-	576	-	-	-	0%	0%
4613	Reconnect Fees	39,848	61,540	100,000	50,000	(50,000)	-50%	0%
4614	Turn-on Fees	47,149	54,629	50,000	50,000	-	0%	0%
4622	Western Lutheran School	1,323	1,242	-	-	-	0%	0%
4624	Payments from Other Govt	-	-	1,013,700	725,000	(288,700)	-28%	3%
4625	Tap Fees	700	2,100	700	1,000	300	43%	0%
4626	LID Preassessments	-	-	-	-	-	0%	0%
4628	1999 Lid Issue	16,372	1,357	1,200	1,500	300	25%	0%
4632	Energy Credits	12,732	114,680	30,000	-	(30,000)	-100%	0%
4633	RZEDB Tax Subsidy	107,296	107,874	107,000	107,000	-	0%	0%
4634	Enterprise Zone App Fee	76,750	150,913	50,000	50,000	-	0%	0%
4635	Enterprise Zone Comm Fee	449,941	559,033	615,000	610,000	(5,000)	-1%	2%
4636	GainShare	10,413,549	5,748,252	5,750,000	5,850,000	100,000	2%	21%
4650	Hillsboro - Maintenance Reim	107,779	121,067	144,612	240,589	95,977	66%	1%
4651	Forest Grove - Maintenance Reim	8,692	9,539	11,662	19,402	7,740	66%	0%
4652	Beaverton - Maintenance Reim	74,750	84,856	100,296	166,860	66,564	66%	1%
4653	TVWD - Maintenance Reim	121,686	134,265	163,272	271,633	108,361	66%	1%
4654	CWS - Maintenance Reim	34,767	41,947	46,649	77,609	30,960	66%	0%
Miscellaneous Total		\$ 23,455,495	\$ 28,822,358	\$ 36,076,146	\$ 27,807,539	\$ (8,268,607)	-23%	100%

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

Object Code	Description	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
4480	Hillsboro - Water Purch	3,082,442	3,071,344	3,729,991	4,242,153	512,162	14%	49%
4481	Forest Grove - Water Purch	347,634	339,663	312,436	367,662	55,226	18%	4%
4482	Beaverton - Water Purch	1,204,509	1,140,165	1,512,746	1,808,186	295,440	20%	21%
4483	TVWD - Water Purch	1,283,374	1,468,969	1,464,783	1,793,690	328,907	22%	21%
4484	Tigard - Water Purch	-	149,371	-	-	-	0%	0%
4485	North Plains - Water Purch	136,195	142,357	340,000	115,000	(225,000)	-66%	1%
4486	North Plains SDC	55,545	374,144	50,000	150,000	100,000	200%	2%
4487	Lease Revenue	-	321,426	321,900	102,050	(219,850)	-68%	1%
Joint Venture Water Sales Total		\$ 6,109,699	\$ 7,007,439	\$ 7,731,856	\$ 8,578,741	\$ 846,885	11%	100%
4500	Hillsboro - Capital Outlay	2,017,496	2,521,950	3,451,000	10,439,900	6,988,900	203%	62%
4501	Forest Grove - Capital Outlay	124,038	211,991	497,209	1,111,722	614,513	124%	7%
4502	Beaverton - Capital Outlay	974,833	568,908	1,043,800	2,140,350	1,096,550	105%	13%
4503	TVWD - Capital Outlay	580,904	689,108	1,067,991	3,058,028	1,990,037	186%	18%
4506	CWS - Capital Outlay	1,543	1,813	-	-	-	0%	0%
Contributions in Aid Total		\$ 3,698,814	\$ 3,993,770	\$ 6,060,000	\$ 16,750,000	\$ 10,690,000	176%	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	55,124	35,118	25,000	30,000	5,000	20%	1%
4701	W/C Claim Proceeds	802,318	835,699	800,000	840,000	40,000	5%	31%
4702	Contractual Service Receipts	177,281	-	300,000	600,016	300,016	100%	22%
4703	Property Insurance Receipts	322,619	334,531	370,000	417,000	47,000	13%	15%
4704	Liability Premium Receipts	493,101	540,649	602,000	857,000	255,000	42%	31%
Insurance Premiums Total		\$ 1,850,443	\$ 1,745,997	\$ 2,097,000	\$ 2,744,016	\$ 647,016	31%	100%
Grand Total:		\$ 217,815,431	\$ 246,690,613	\$ 270,357,563	\$ 281,433,599	\$ 11,076,036	4%	100%



Property Tax Summary

The following property tax schedules present a 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’s appraisal division.

Hillsboro has a permanent tax rate of \$3.6665 per thousand of assessed value and a local option tax rate of \$1.72 per thousand of assessed value. 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 FY 2008-2009. 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 renewal for the LOT at \$1.72 is on the May 2017 ballot. If renewed, the levy will go for five years through FY 2022-23.

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 96% collection rate on property taxes, so budgeted property taxes are approximately 96% of estimated total property taxes to be levied for FY 2017-18.

The City is estimating property tax revenues overall to increase 4% in FY 2017-18. In FY 2015-16, approximately \$900 million in value came on the tax roll as a result of Intel’s 1999 Strategic Investment Program ending. At the completion of a SIP agreement, any residual value under the agreement comes back on the tax roll. The majority of the value added to the tax roll was machinery and equipment which depreciates rapidly for tax purposes. In order to be conservative, the added value of \$900 million is being reduced from the City’s projected growth over a 12 year period. This equates to a reduction of \$75 million or approximately .62% of the assumed growth in AV of 4%, resulting in an estimated increase in AV of closer to 3.37%. The City has not included any additional value that may come on the rolls related to companies coming to the end of their respective E-Zone abatements.

Property Tax Summary Table

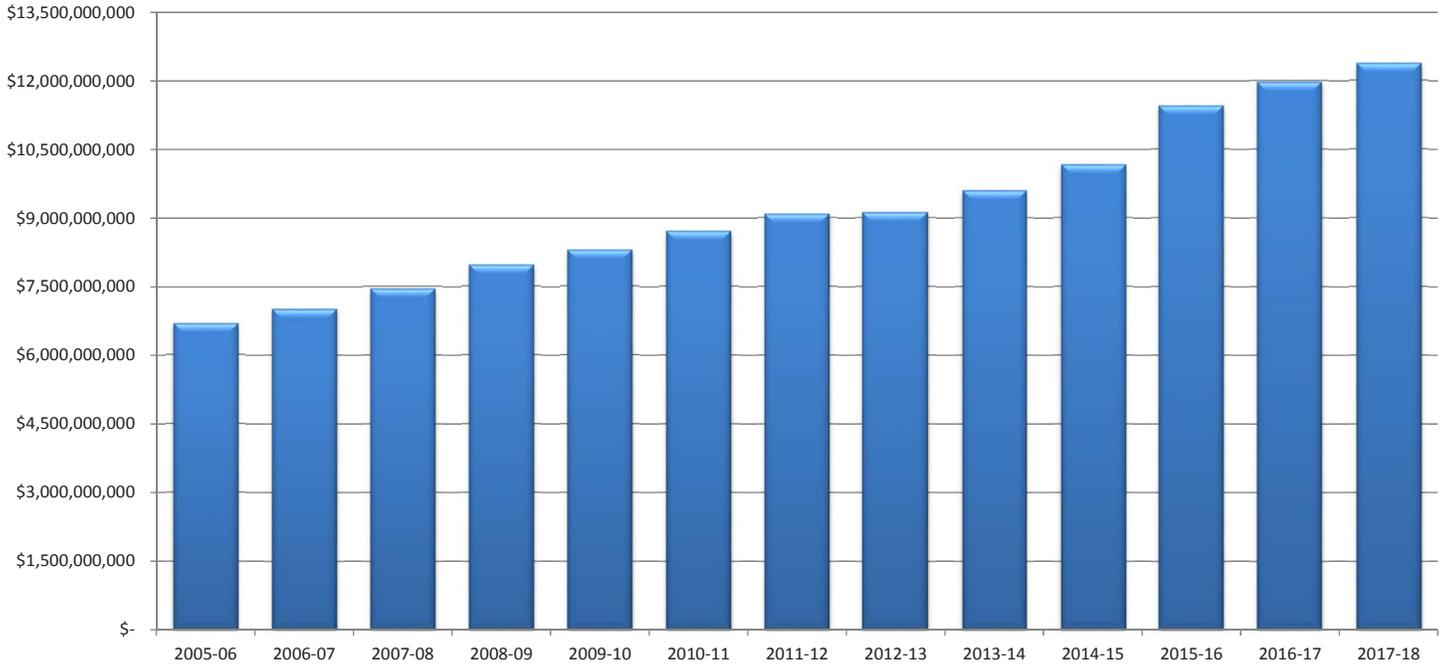
Tax Information	Actual 2014-15	Actual 2015-16	Projected 2016-17	Adopted 2017-18
Property Taxes*				
General	\$ 36,303,100	\$ 40,548,861	\$ 42,538,295	\$ 44,030,000
Local Option Tax	17,019,681	19,026,880	20,180,700	20,885,000
Total Tax Received	\$ 53,322,781	\$ 59,575,741	\$ 62,718,995	\$ 64,915,000
Assessed Values (AV)				
Prior Year Assessed Value				\$ 11,850,431,883
Allowable 3% Increase Plus New Construction				399,017,275
Total Assessed Value**	\$ 10,101,450,906	\$ 11,375,656,946	\$ 11,850,431,883	\$ 12,249,449,158
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				
	\$ 228,700	\$ 236,139	\$ 244,150	\$ 252,294
General	\$ 838.53	\$ 865.80	\$ 895.18	\$ 925.04
Local Option Tax	393.36	406.16	419.94	433.95
Total Estimated Tax per Household	\$ 1,231.89	\$ 1,271.96	\$ 1,315.11	\$ 1,358.98

*Includes both current and delinquent property taxes received.

** Excludes Urban Renewal excess assessed value.



City Assessed Value History

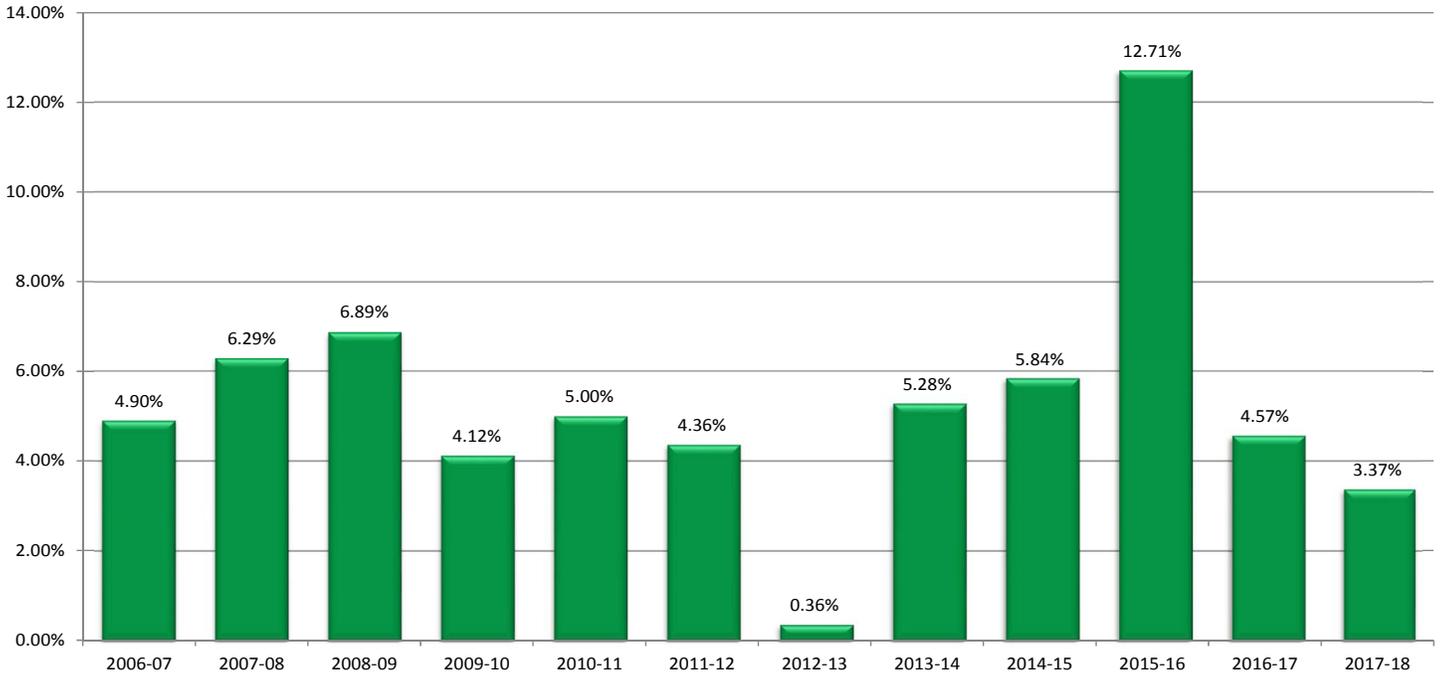


Fiscal Year	Permanent Rate (General Fund)	Local Option Tax Rate	Total Tax Rate	Assessed Value (AV)	Urban Renewal Assessed Value
2005-06	\$ 3.6665	\$ 1.1000	\$ 4.7665	\$ 6,681,339,822	\$ -
2006-07	3.6665	1.1000	4.7665	7,009,038,595	-
2007-08	3.6665	1.1000	4.7665	7,449,889,842	-
2008-09	3.6665	1.7200	5.3865	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	10,074,288,126	59,130,182
2015-16	3.6665	1.7200	5.3865	11,375,448,596	76,244,538
2016-17	3.6665	1.7200	5.3865	11,850,219,343	124,527,560
2017-18	3.6665	1.7200	5.3865	12,249,449,158	129,508,662

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 five years. The remainder were to be phased in by FY 17-18.

** 2017-18 Assessed Value and Tax Levy amounts are estimates only and assumes a reduction of \$75,000,000 in AV related to the 1999 SIP agreement

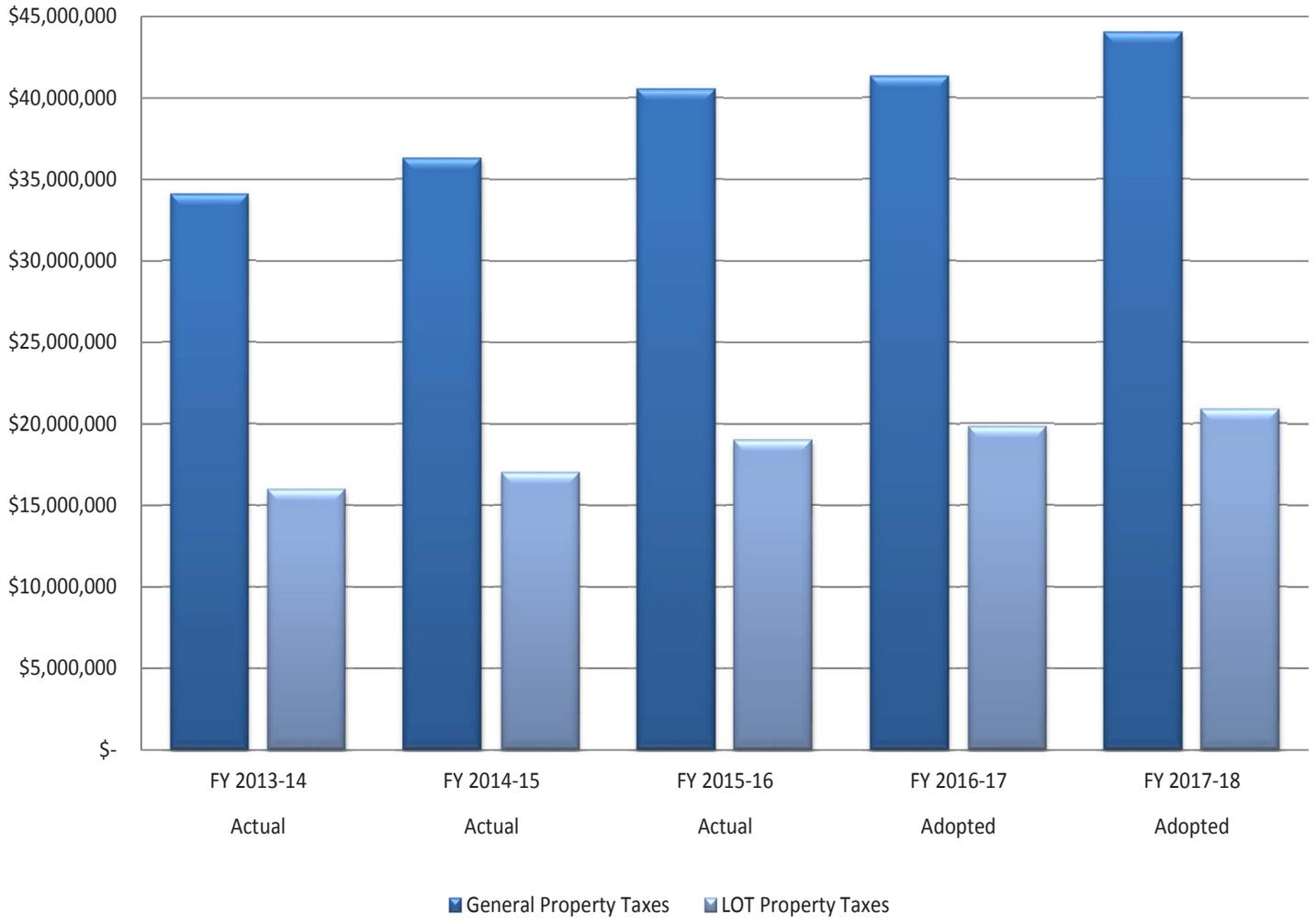
Change in Assessed Value History



Island	Annexation	Total Assessed	% Change	General Fund	Local Option	Total Property
	Phase-In	Value	in AV	Tax Levy	Tax Levy	Taxes Levied
\$	-	\$ 6,681,339,822	-	\$ 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
27,162,780		10,160,581,088	5.84%	37,202,582	17,554,154	\$ 54,756,736
208,350		11,451,901,484	12.71%	41,791,911	19,736,436	\$ 61,528,347
212,540		11,974,959,443	4.57%	43,599,443	20,667,212	\$ 64,266,655
-		12,378,957,820	3.37%	44,912,605	21,091,328	\$ 66,003,933



Property Tax Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
General Property Taxes	\$ 34,075,993	\$ 36,303,100	\$ 40,548,861	\$ 41,320,000	\$ 44,030,000
LOT Property Taxes	15,995,576	17,019,681	19,026,880	19,825,000	20,885,000
	\$ 50,071,569	\$ 53,322,781	\$ 59,575,741	\$ 61,145,000	\$ 64,915,000

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. The City has submitted a levy renewal ballot measure for the May 2017 election.

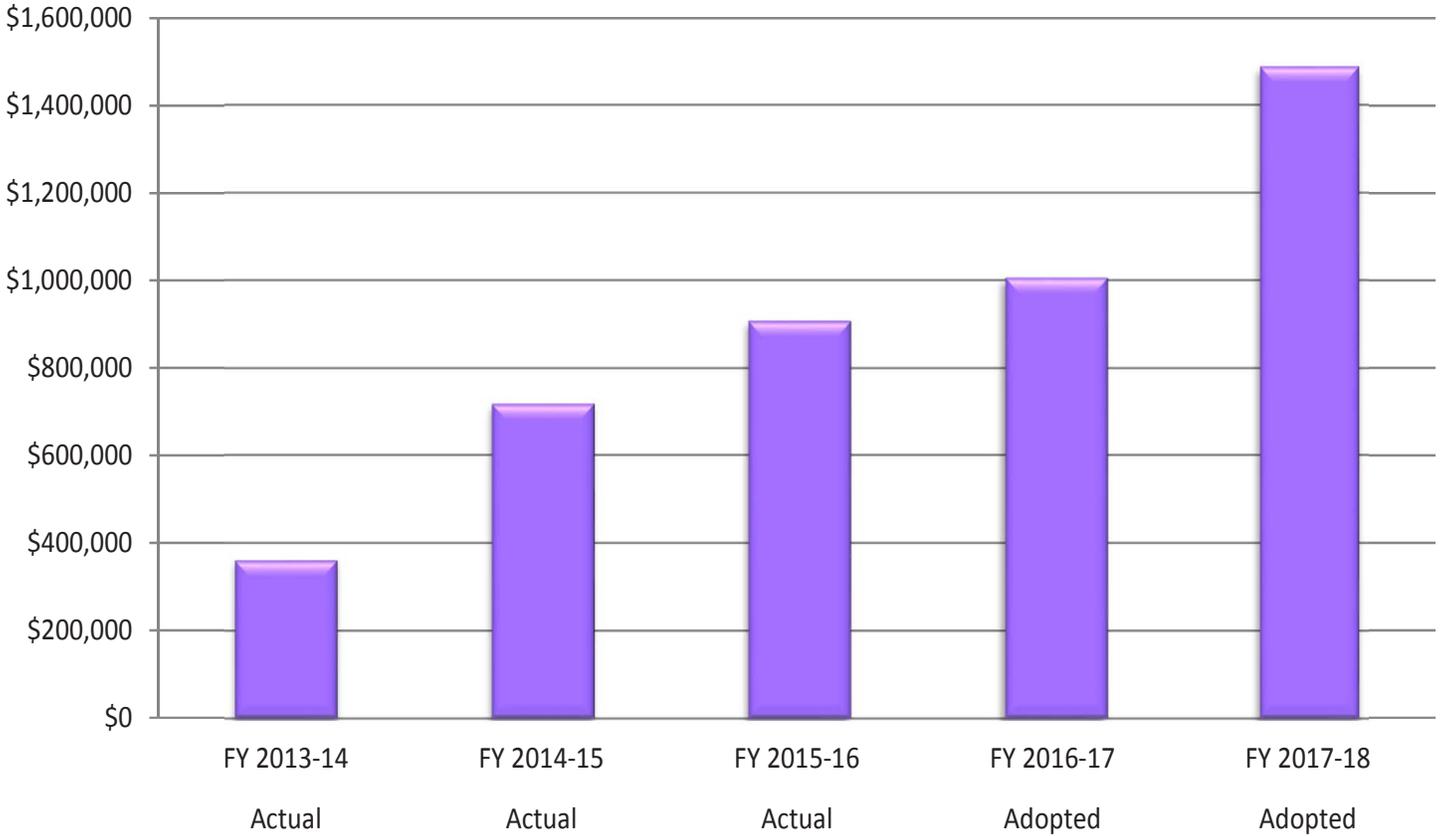
Total Assessed value (AV) including urban renewal for FY 2016-17 increased by 4.57% and increased 4.17% without urban renewal AV, exceeding the 3% statutory limitation and budgeted increase of 4%. Growth can swing significantly from one year to the next and is something the City takes into consideration when looking at adding on-going operational costs. 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 also be negatively impacted as seen in FY 2012-13 when a large industrial customer successfully appealed their property tax assessment. 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 4.57% growth in AV is mostly due to the new construction occurring all around Hillsboro. Real market values are rising, 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. During the housing bubble collapse, the City had pockets of properties where real market values were at or below assessed values, but this trend has all but reversed itself as property values continue to rise.

The budget assumes a 4% increase in assessed value projection for FY 2017-18 minus one twelfth of the value added to the tax roll in FY 2015-16 related to the 1999 SIP resulting in an overall estimated increase of 3.37% in AV space. At the completion of a SIP agreement, any residual value under the agreement comes back on the tax roll. Staff anticipates that this will be a representative estimate, but continues to evaluate these assumptions based on actual data.



Urban Renewal Tax Increment



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Tax Increment Property Taxes	\$ 360,869	\$ 717,534	\$ 907,666	\$ 1,006,000	\$ 1,486,500
	\$ 360,869	\$ 717,534	\$ 907,666	\$ 1,006,000	\$ 1,486,500

Urban Renewal Tax Increment

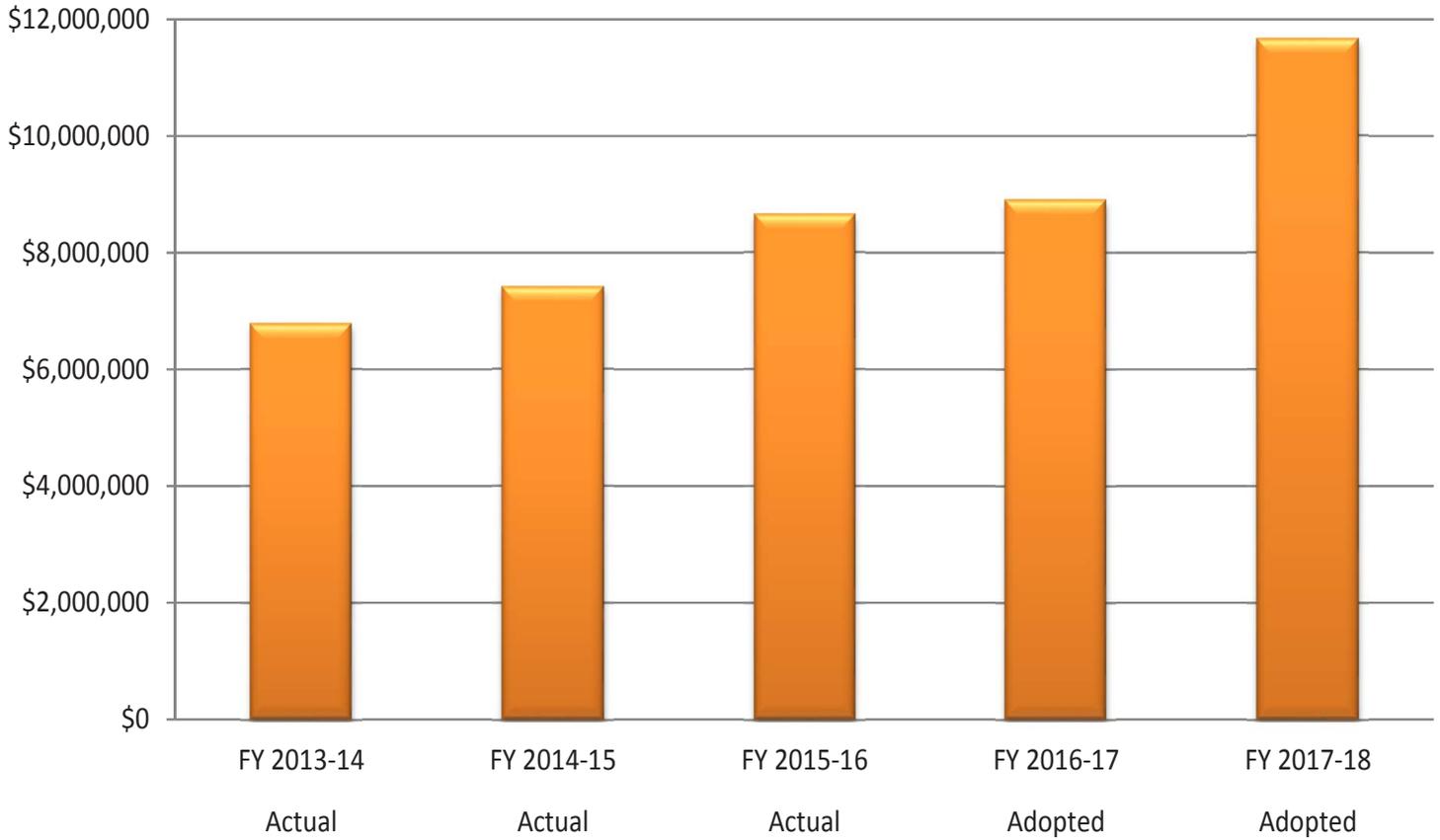
Urban renewal is a program used to help Oregon cities and counties renew areas within the agency's boundaries. Urban renewal and tax increment financing are ways for local governments to focus investments on a particular area in order to bring about public and private improvements and new investment. The public upgrades include infrastructure such as streets, roadway improvements, parking, sidewalks, utilities, public spaces or plazas. These upgrades address declining areas, provide incentives to attract business and housing, build streets and utilities, address traffic flow and public safety, and support private investment in the area.

When an area is designated as an urban renewal area, the tax assessed value of the properties within the area is "frozen". Taxes from that "frozen" base go to all taxing jurisdictions. However, the increases in taxes over the "frozen base" go to the urban renewal agency for use in the area for projects designated in the urban renewal plan. This revenue is called tax increment. Tax increment revenue is usually used to pay debt service on bonds that are issued for projects within the urban renewal district as well as some administration costs.

The City has two active urban renewal districts; Downtown and North Hillsboro. The Downtown Urban Renewal District began to receive tax increment property tax revenues in FY 2011-12. The North Hillsboro Urban Renewal District began to receive tax increment property tax revenues in FY 2016-17.



Strategic Investment Program Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
SIP	\$ 6,782,833	\$ 7,410,631	\$ 8,654,229	\$ 8,910,000	\$ 11,660,000

Strategic Investment Program

The Strategic Investment Program (SIP) 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 38% of the active Intel agreements. The City has received just under \$66.68 million under this tax abatement program.

In FY 2016-17, the City received SIP revenues from Intel Corporation's 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 FY 2010-11. The 2005 SIP is estimated to collect close to \$57 million through FY 2024-25. Estimating these payments is very speculative and there can be a wide range from conservative to aggressive. The City has budgeted \$11.25 million in Intel SIP revenues for FY 2017-18 in the SIP Fund as compared to the \$10.3 million received in FY 2016-17.

On August 26, 2014, Intel partnered again with the City and Washington County for a fifth SIP agreement. This agreement is over a 30 year period for up to \$100 billion investment over concurrent 15 year periods. The agreement, as with past agreements, requires Intel to pay the equivalent of full property taxes on all land and buildings associated with each SIP project. The agreement allows for partial property tax savings for Intel's continued investment in machinery and equipment used for semiconductor manufacturing. This machinery and equipment costs billions of dollars to create and can become obsolete within a few years. This agreement was the largest of its kind in the State of Oregon. The 2014 SIP was kicked off in FY 2016-17 and the first year of tax distribution will be FY 2017-18.

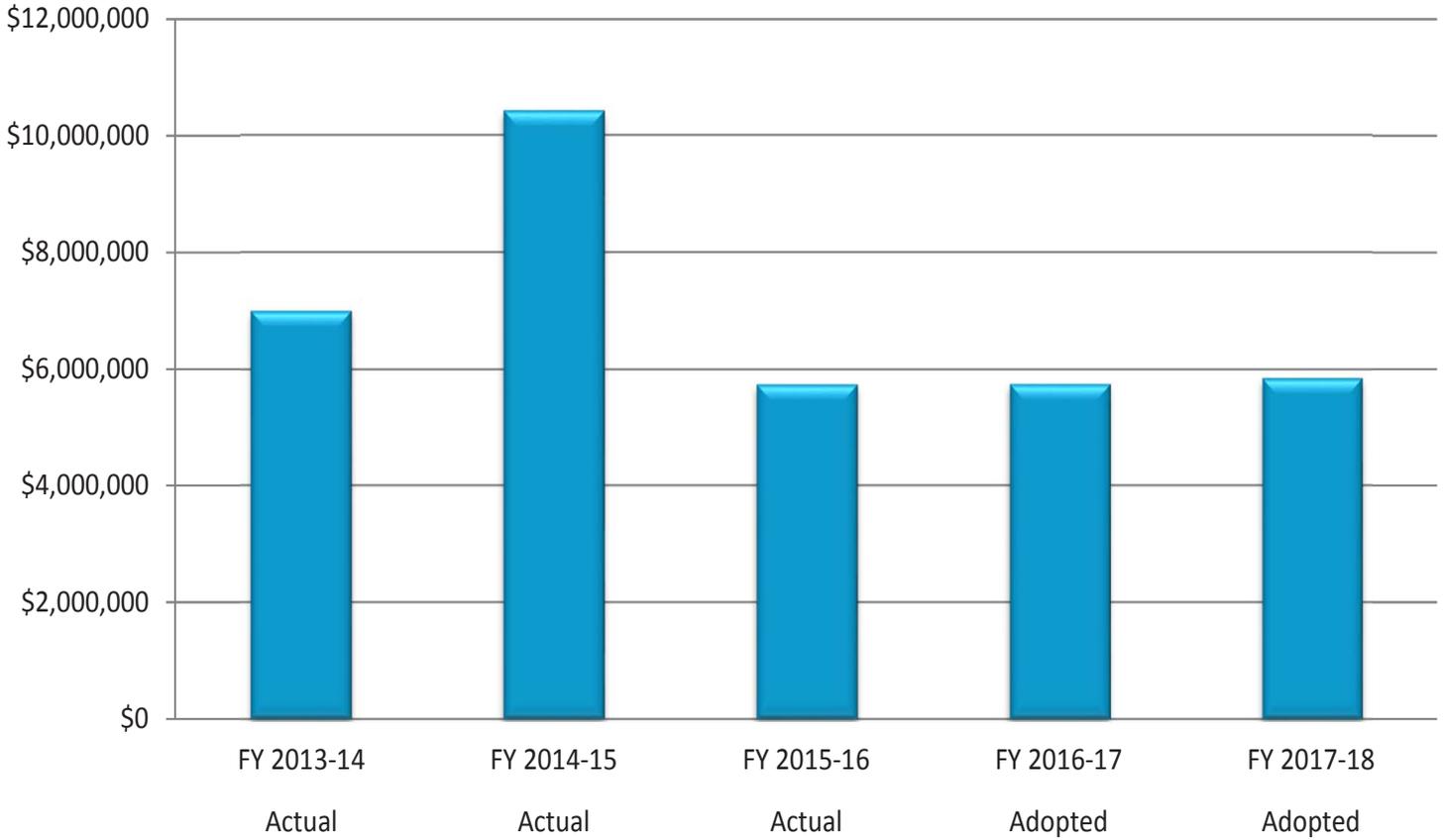
Historically, the City has chosen to use the Intel SIP revenues as one-time funds. The City has used SIP funds to back debt for facilities and improvements, as well as enhancing the City's ability to pay for certain projects without incurring additional debt.

The FY 2017-18 budget obligates approximately \$4.14 million for debt service for bonds issued for the construction of the Civic Center (City Hall), the Brookwood Library, two fire stations, a baseball stadium, Shute Park Library renovation and the Brookwood Library 2nd floor expansion. The remaining SIP revenues will be used for one-time capital projects including establishing the City's first Community Development Block Program and funding for the pavement management program.

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 FY 2010-11. \$410,000 has been included in Economic Development Fund (120) for FY 2017-18. Staff has proposed these resources be included in the Economic Development Fund to help stabilize the fund requirements. The Economic Development Fund is funded through General Fund resources, the Genentech SIP, and other miscellaneous transfers.



Gain Share Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Gain Share	\$ 6,998,994	\$ 10,413,549	\$ 5,748,252	\$ 5,750,000	\$ 5,850,000

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 including property tax incentives. There have been only a handful of SIP's across the State. In Washington County, there are currently three outstanding SIP agreements; the 2014 Intel SIP that was triggered in FY 2016-17, 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.

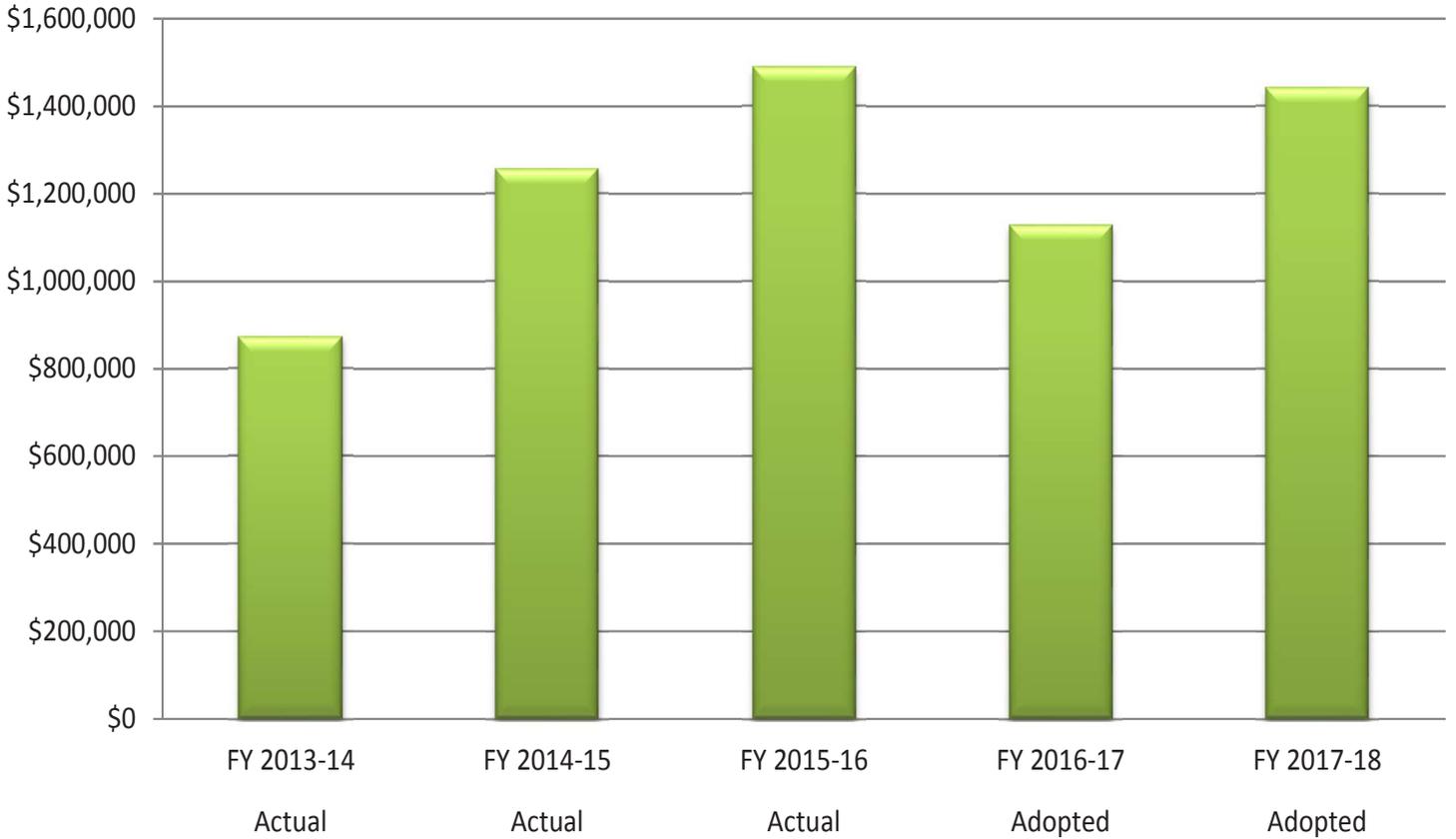
How it works is that on or before April 1st of each year, a company under a SIP is required to file a report to the State outlining the amount of employees that are "new" or "retained" for the prior calendar year as a result of the SIP. They also report the average salary of those employees. The State's 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.

The State Legislature took up the Gain Share program in the 2015 Legislative session. Gain Share as originally conceived had been more successful than anticipated and the Legislature had concerns about the amount of money being shared with Washington County and the City from income taxes. As a result, SB 129 was passed on July 3, 2015. The new law extends the sunset of the program to FY 2024 from the earlier date of FY 2017; however, it caps the revenues coming into Washington County at \$16 million per fiscal year, of which the City's share remains approximately 38%. The City has programmed the majority of the anticipated funds through FY 2024. Funds are being programmed towards schools, community resources like a community center, public safety, economic development and more.

The City received its fifth Gain Share payment in FY 2016-17 for \$5.83 million, a slight increase from the previous year of \$5.75 as a result of the new legislation enacted and is using the same amount for budgeting purposes for FY 2017-18. These funds have been budgeted in the Gain Share Capital Projects Fund.



Interest Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Interest	\$ 872,088	\$ 1,256,404	\$ 1,489,339	\$ 1,127,800	\$ 1,442,147

Interest Revenue

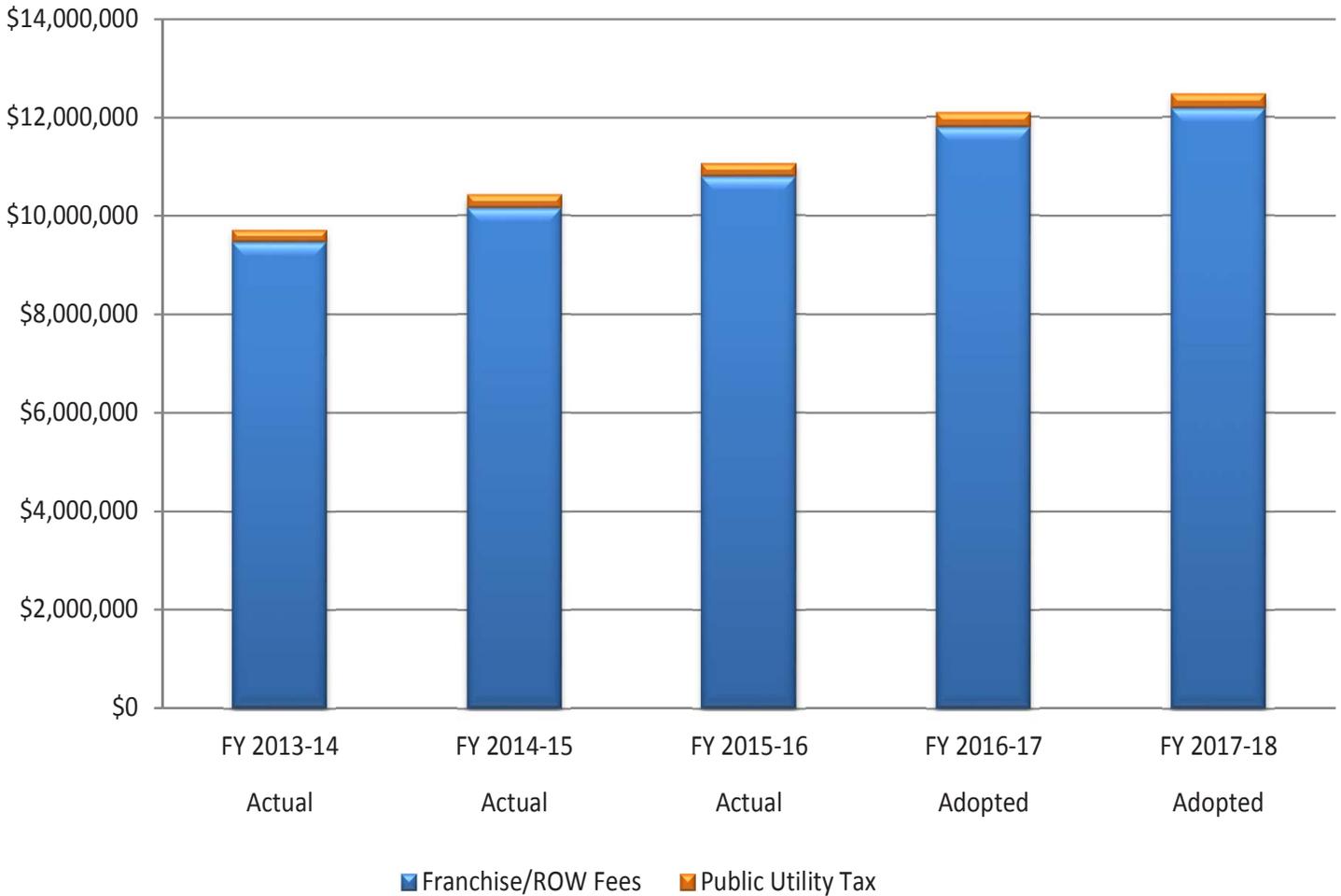
Interest revenues are generated from the investment of cash on hand in the City's funds. Interest revenues are directly attributable to the amount of cash available for investment and current interest rates being earned on those investments. The City's Investment Policy states the City's principal investment objectives are safety, liquidity, legality, and yield-return. The City is assuming an interest rate of 1% to 1.5% for its investments due to the low rate of returns in the current market.

The City's investment portfolio hovers around \$200 million. The investment portfolio is managed with the help of an investment advisor. However due to State of Oregon limitations and a City investment policy that is even more restrictive governing how public funds may be invested managing the portfolio is about risk avoidance first, liquidity second, and yield third.

Interest revenues decreased significantly from FY 2008-09 through FY 2013-14. In FY 2014-15, interest revenues started to increase but have not reached pre-recession levels. Fortunately, the decreases have not significantly impacted the various funds' balances as other revenues have increased which have helped offset the interest revenue decrease. As the Local Government Investment Pool, where the City invests short-term up to \$47 million as well as its longer term investments have interest earnings above 1%, the City anticipates interest revenues will continue to increase. The City has benefited from a lower cost of borrowing for debt.



Franchise Fee & Public Utility Tax Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Franchise/ROW Fees	\$ 9,468,735	\$ 10,157,171	\$ 10,796,731	\$ 11,800,000	\$ 12,180,000
Public Utility Tax	242,999	273,425	264,084	300,000	300,000
	\$ 9,711,734	\$ 10,430,596	\$ 11,060,815	\$ 12,100,000	\$ 12,480,000

Public Utilities Tax

In FY 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 FY 2017-18, the public utility tax is estimated at \$300,000.

Franchise Fee and Right of Way (ROW) 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 right of way 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 along with other discretionary funding from the City’s SIP payments has consistently invested in street lighting costs and the pavement management program. For FY 2017-18, franchise fees are estimated at \$12.18 million.

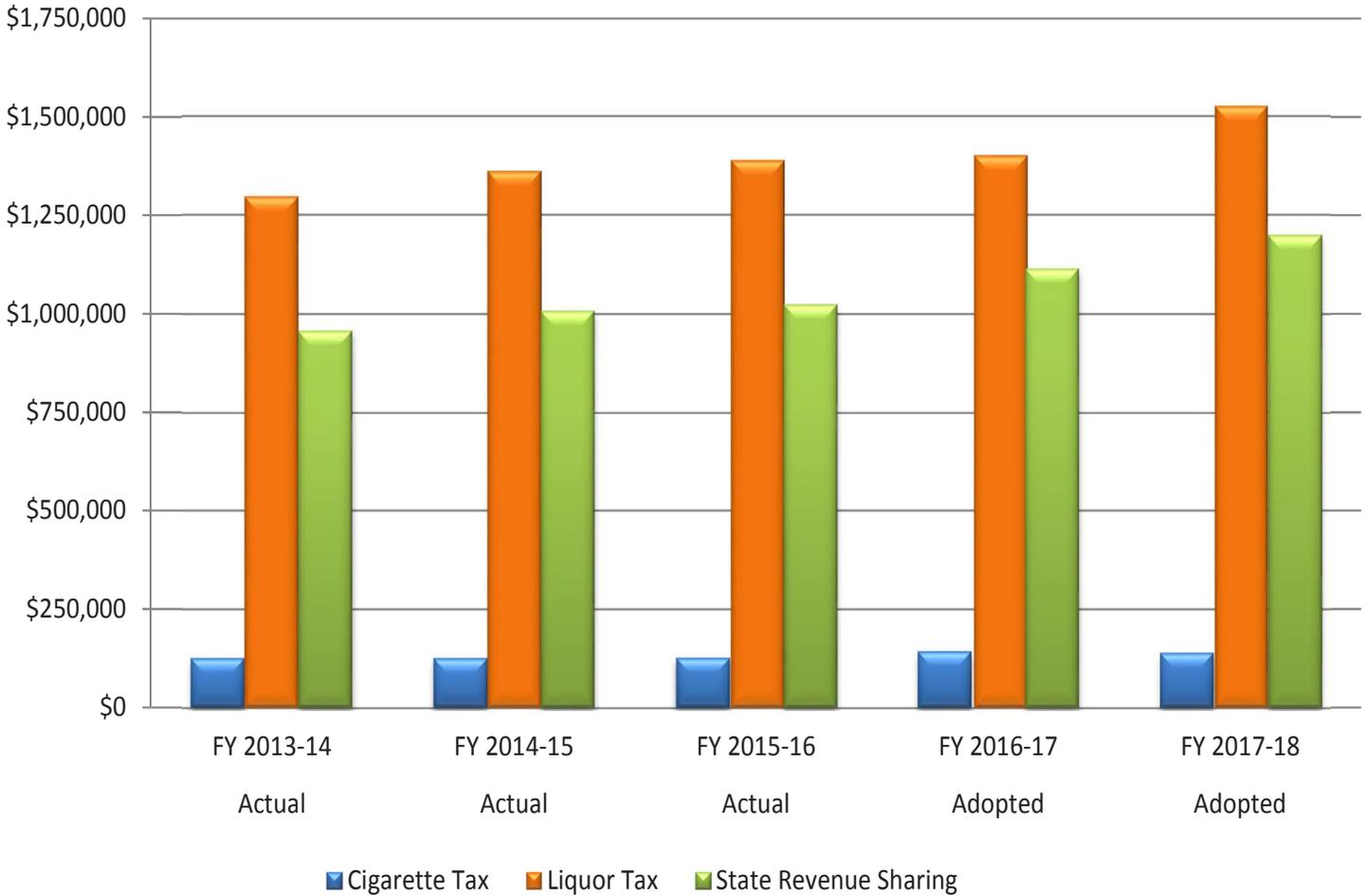
In September 2016, the City Council adopted a right of way ordinance. The new ordinance will eventually replace outstanding franchise fee agreements as they expire. The ordinance structure will allow for consistency as a result of replacing individual separate party agreements. The FY 2017-18 budget continues to budget right of way fees at 3.5% of gross revenues for the water, sewer, and surface water management and other agencies providing these services to households within the City limits. The City worked closely with special districts providing sewer and water within the City limits to put structures in place to adhere to the ordinance.

Current franchisees and franchise/ROW rates are:

Service	Provider	Rate	
Cable	Comcast	5.00%	
Electricity	Portland General Electric	3.50%	
Natural Gas	NW Natural	3.00%	
Sanitary Sewer	City of Hillsboro	Clean Water Services	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	Clean Water Services	3.5%/5%
Telecommunications	Alaska Communications	Qwest	\$1,000 Qtr/3.5%
	Astound Broadband	TATA	
	Coast Com Inc.	TCG Oregon	
	Fibersphere Communications	TW Telecom	
	Integra Telecom	Verizon/MCI	
	Level 3 Communications	XO Communications	
	LS Networks	Zayo Group	
	Frontier Communications		
Water	City of Hillsboro	Tualatin Valley Water District	3.50%



State Shared Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Cigarette Tax	\$ 126,401	\$ 126,188	\$ 127,420	\$ 144,000	\$ 140,000
Liquor Tax	1,297,294	1,361,141	1,387,900	1,400,000	1,525,000
State Revenue Sharing	957,376	1,007,637	1,023,920	1,115,000	1,200,000
	\$ 2,381,071	\$ 2,494,966	\$ 2,539,240	\$ 2,659,000	\$ 2,865,000

State Shared Revenues

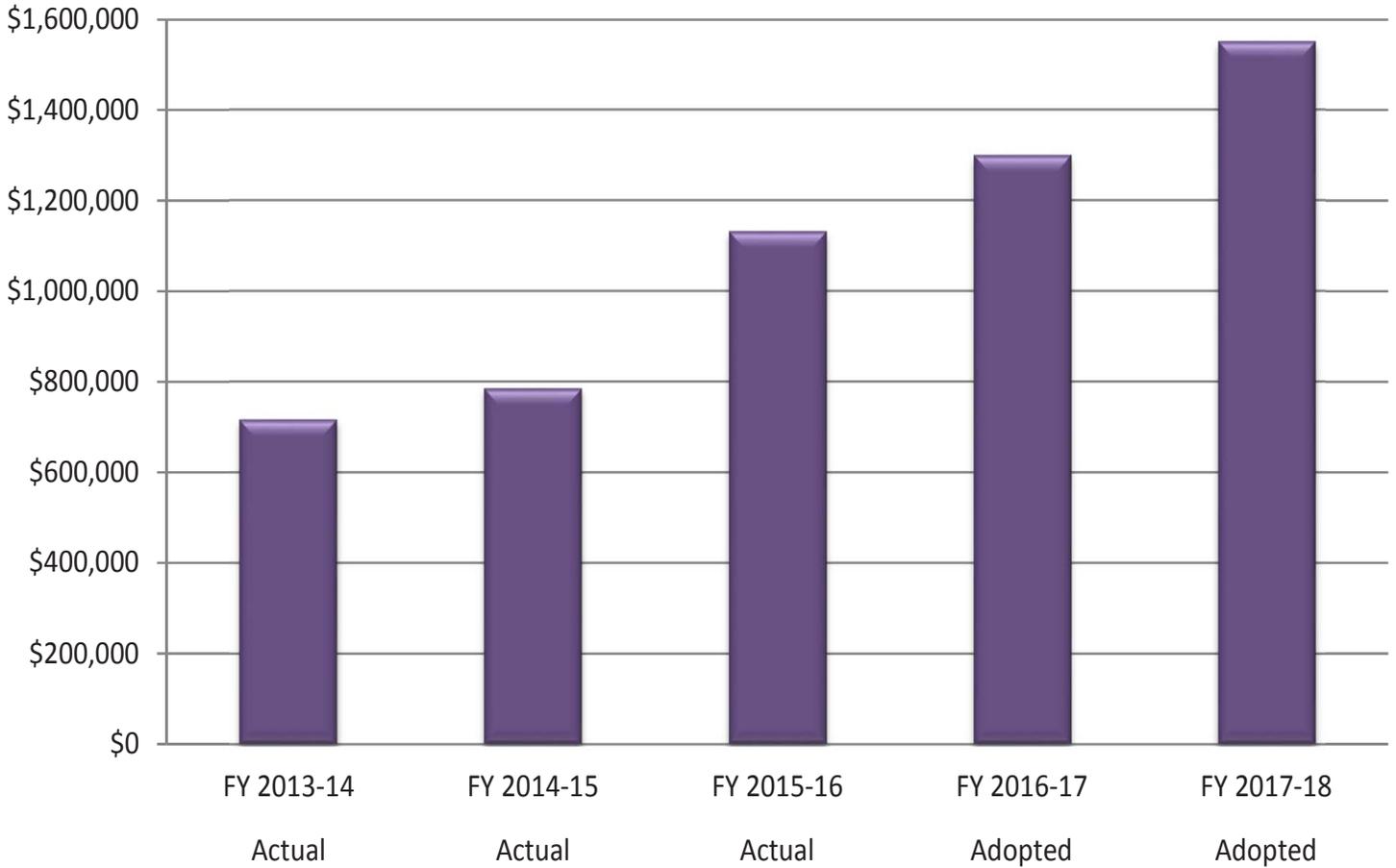
Liquor Tax is collected by the State of Oregon. 20% of all liquor tax receipts are allocated to cities on a per capita basis and distributed monthly. An additional 14 percent of the state liquor receipts are allocated to cities on a formula basis and is known as "State Revenue Sharing." The formula compares 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 FY 2017-18, the liquor portion of the tax is estimated at \$1,525,000 to the General Fund while the State Revenue Sharing component is estimated at \$1,200,000.

The current cigarette tax rate is \$1.32 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 40 cents, Oregon Health Plan at 68 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 FY 2017-18 the cigarette tax is expected to generate \$140,000 to the General Fund or \$1.44 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 FY 2012-13, the City received the state funding and then redistributed the funds to Washington County Consolidated Communication 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.



Transient Lodging Tax



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Transient Lodging Tax	\$ 718,312	\$ 786,857	\$ 1,132,693	\$ 1,300,000	\$ 1,550,000

Transient Lodging Tax

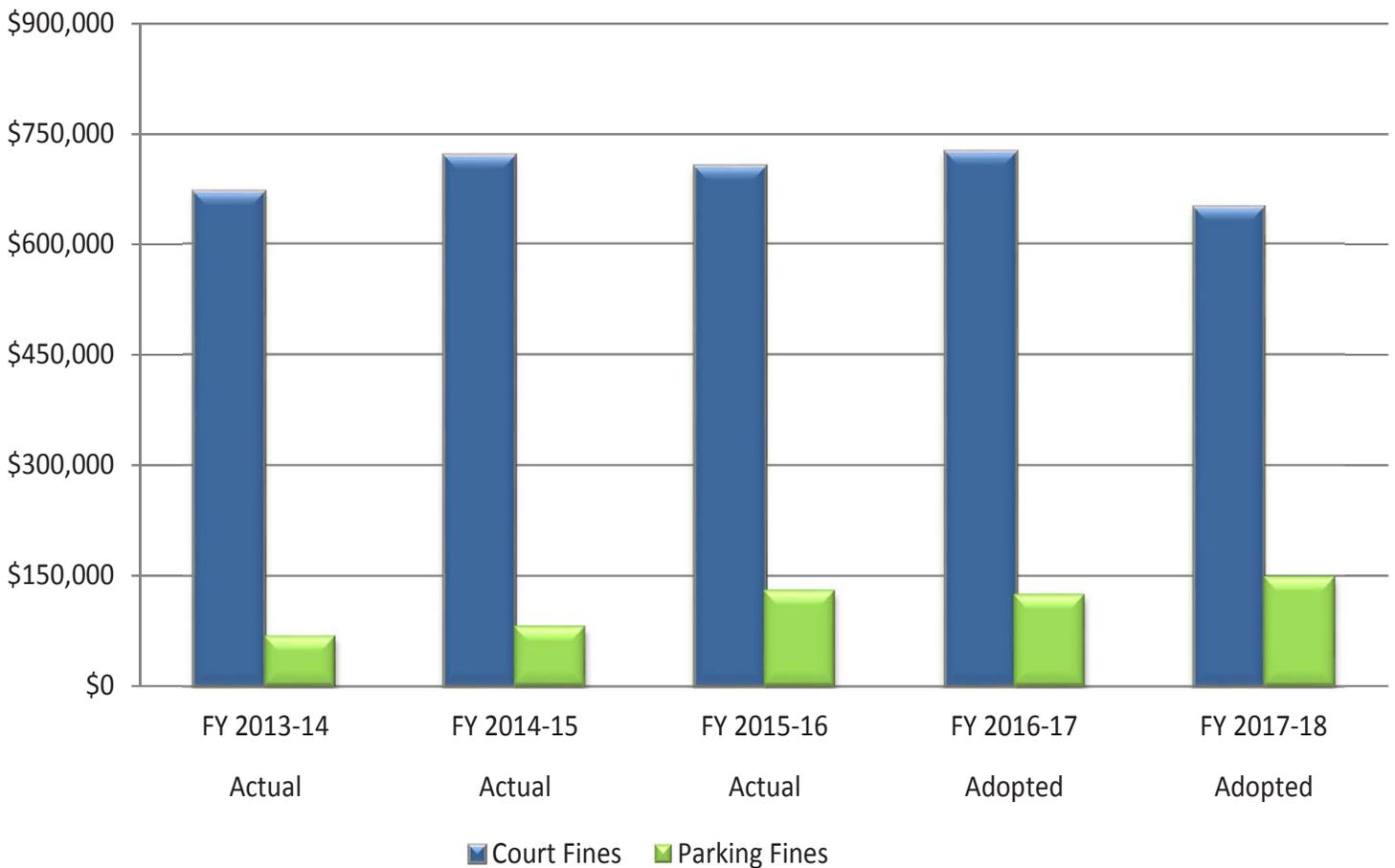
The City receives Transient Lodging taxes also referred to as Hotel/Motel tax as part of Washington County's program. Washington County administers the program that has been established by ordinance and agreements with cities and other agencies. The tax assessed is 10.8% as of July 1, 2016. The State passed legislation in the last session to increase the state share of the tax from 1% to 1.8% for four years starting on or after July 1, 2016 and then reduce the tax to 1.5% after July 1, 2020. The increase was partially precipitated by the State of Oregon becoming the first in the United States to host the 2021 IAAF Track and Field World Championship in 2021 in Eugene. There are certain exemptions to the tax, like stays over 30 days. 1.8% of the tax is remitted to the State of Oregon. Of the remaining 9%, 5% goes to hotel operators for administering the tax, 33% goes to a Tourism Fund that is currently administered by the Washington County Visitors Association, 11% goes to the Washington County Fairgrounds Fund, 28% to Washington County's General Fund and the remaining 28% goes to Cities. The Cities share can be used for all general governmental purposes. The City uses this funding towards the operations of the General Fund. The budget for FY 2017-18 is \$1.55 million.

The City receives 28% of the taxes collected within the City of Hillsboro. Over the last several years the amount collected has been increasing. The increase is primarily due new hotels opening in Hillsboro which have lagged behind the demand and are now starting to catch up. In addition to hotels that have already opened, there are several additional hotel properties in the planning and development stages. Additionally, the County has been working diligently to impose and collect taxes on booking agencies like Priceline, Expedia etc. that is having a positive impact in our collections.



Court and Parking Fines

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 and authorized a Judge to reduce fine amounts up to 50% of the presumptive fine. As of July 31, 2013, the portion of a fine that is turned over to the State was amended to \$45.00 per offense with an additional \$16.00 per offense sent to the County Treasurer. City staff anticipated the law having a negative impact on revenues and that decline is 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 FY 2017-18, staff has budgeted \$799,000 in fine revenues including parking fines.



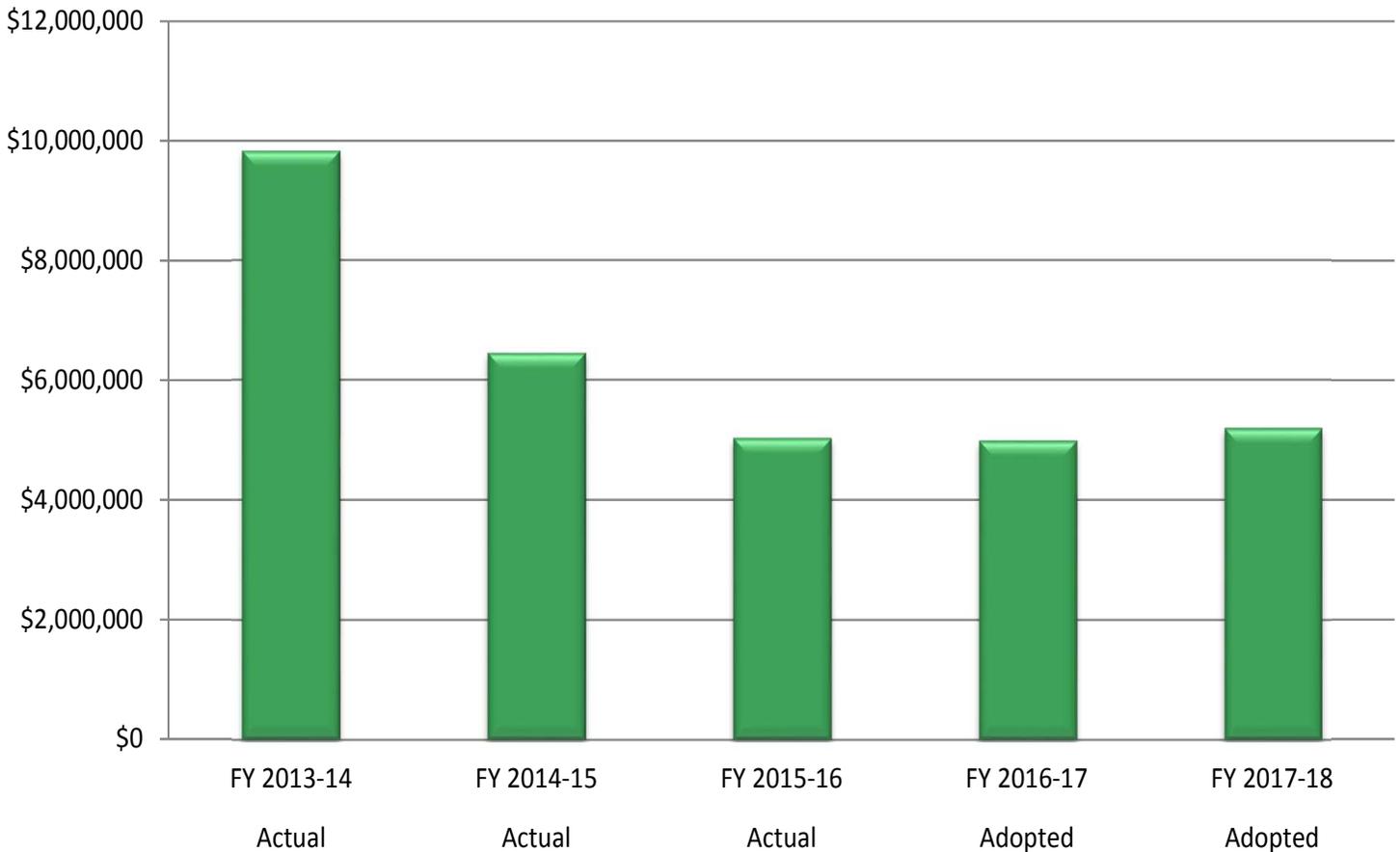
	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Court Fines	\$ 670,779	\$ 719,509	\$ 704,782	\$ 725,000	\$ 650,000
Parking Fines	68,865	82,079	130,417	125,000	149,000
	\$ 739,644	\$ 801,588	\$ 835,199	\$ 850,000	\$ 799,000

Building Fund Revenues

The City of Hillsboro Building Department is responsible for protecting the public’s health, safety, and real property interests for the City of Hillsboro. The Department’s 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.

The Building Department is funded through building permit fees, and thus its 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 through several years, the Department budgets with the awareness that its fund balance must be healthy enough in any given year to meet service obligations for all open and ongoing projects. The Department maintains a prudent financial reserve as a cushion against economic downturns and to help maintain its low fees.

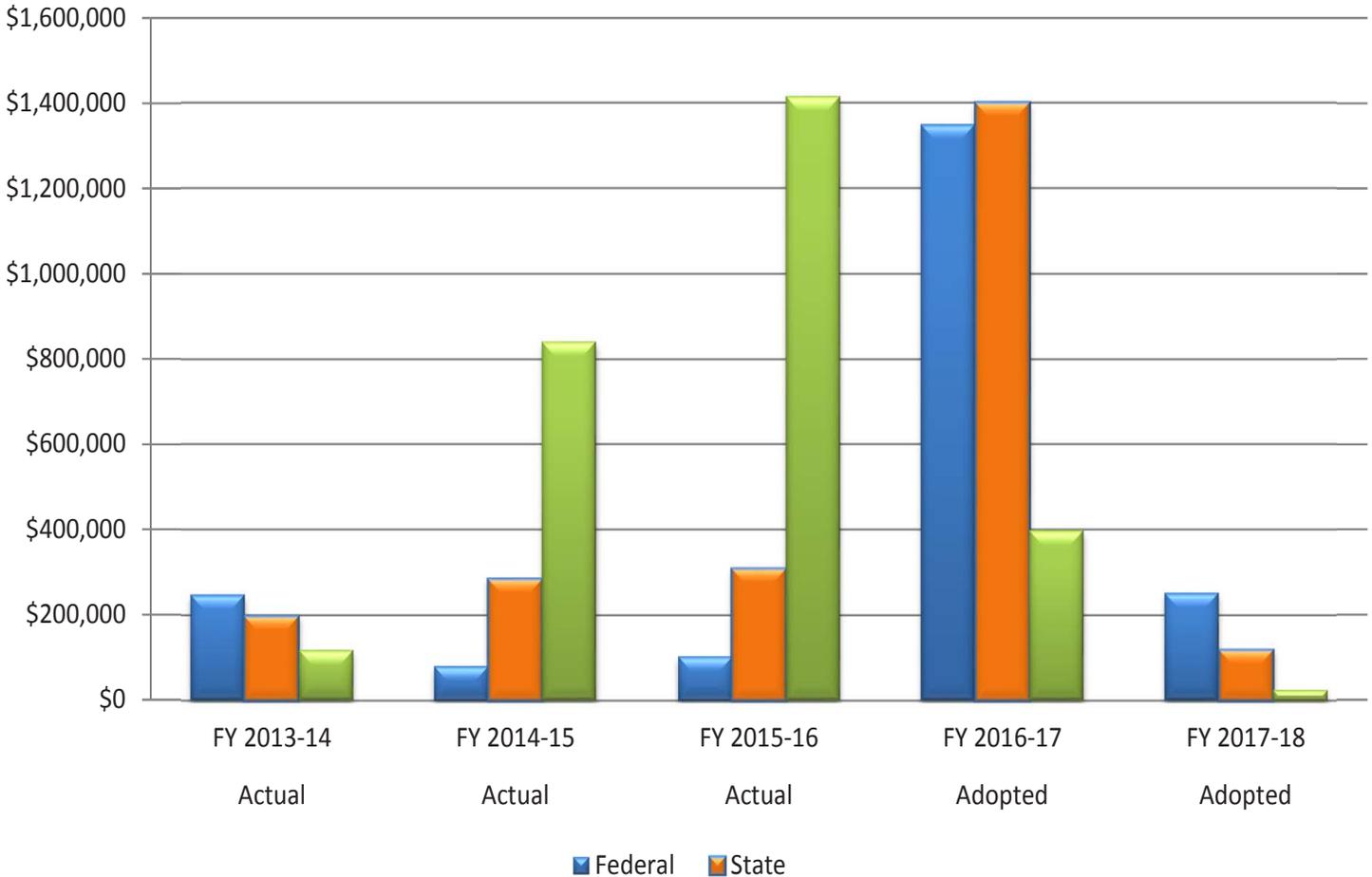
While revenue remains fairly constant, the Department’s focus is, as always, to improve productivity through the strategic use of technology, personnel, and facilities to ensure continuity of customer service when the construction economy begins to trend downward again.



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Building	\$ 9,819,894	\$ 6,451,976	\$ 5,037,792	\$ 4,993,000	\$ 5,203,500



Grant Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Federal	\$ 248,250	\$ 81,310	\$ 103,613	\$ 1,349,990	\$ 252,500
State	199,309	287,569	311,961	1,400,000	120,000
Other	117,643	841,226	1,415,185	398,000	25,000
Total	\$ 565,202	\$ 1,210,105	\$ 1,830,759	\$ 3,147,990	\$ 397,500

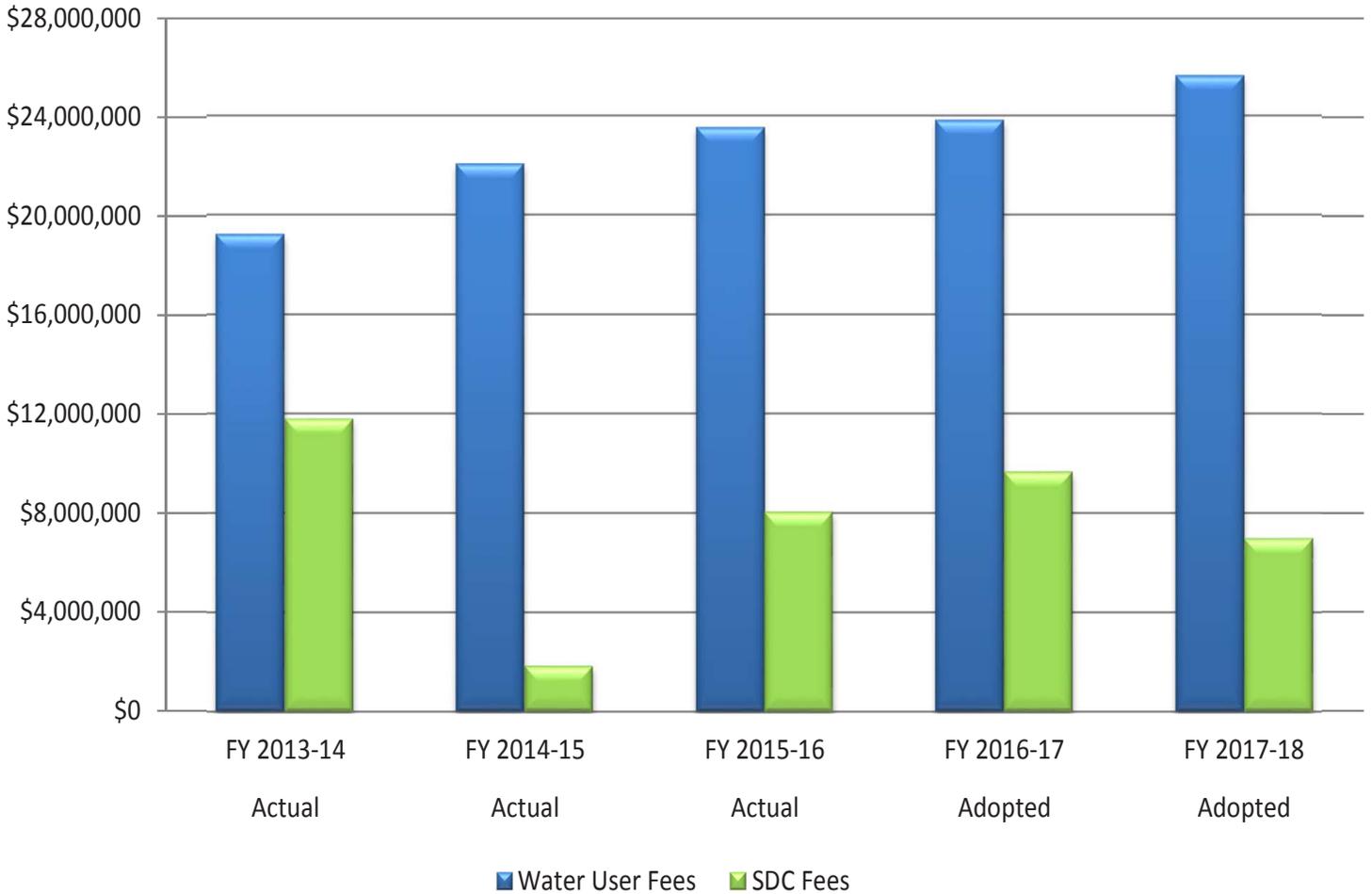
Grants

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 (CDBG) 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. The CDBG allocation for FY 2017-18 is going towards transportation improvements. Beginning in FY 2018-19, the City will begin to administer its CDBG program instead of using the services of Washington County.

Grants for FY 2017-18 include \$217,500 for Police body cameras, \$110,000 for replacing a boat ramp at Rood Bridge Park as well as several other smaller federal and state grants.



Water Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Water User Fees	\$ 19,225,036	\$ 22,066,808	\$ 23,537,418	\$ 23,832,400	\$ 25,611,500
SDC Fees	11,790,298	1,836,325	8,049,701	9,669,755	7,000,000
	\$ 31,015,334	\$ 23,903,133	\$ 31,587,119	\$ 33,502,155	\$ 32,611,500

Water

The City of Hillsboro owns and operates a municipal drinking water system that serves more than 86,000 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 also been designated by the partnership as the managing agency for BRJOC.

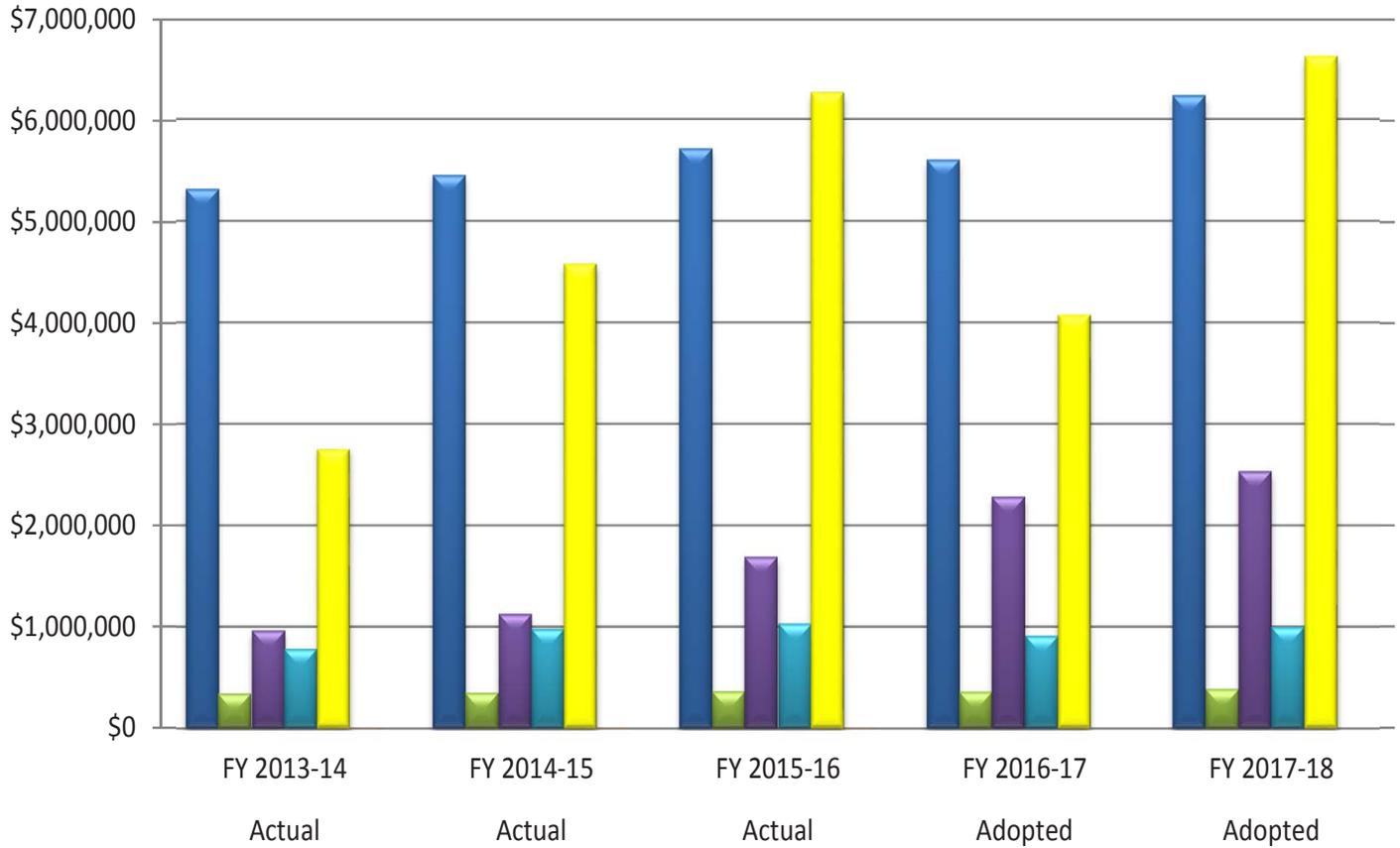
Water operations are funded via user fees charged on the City's utility bill; the water system receives no property tax or other general fund revenue. Water rates are set annually by the City of Hillsboro Utilities Commission. Water rates are set by customer class, and have two parts: a base rate (based on meter size) and a usage rate. A typical dwelling unit with a 5/8" x 3/4" meter uses 16 ccf in a two-month billing cycle. Under the current three-tiered residential rate structure, the total bi-monthly water bill would be \$59.00, including the base charge of \$29.88, and the first 16 ccf charged at \$1.82 per ccf. The proposed budget assumes an 11% 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 2017.

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 2011-12; however, there has been a significant increase in SDC revenues in the past three years due to development of several large industrial and commercial projects. In FY 2017-18 staff has budgeted \$7 million in SDC revenues based on anticipated building activity and industrial expansions.

The City is developing the Willamette Water Supply System as the City's second water supply source; this is a large scale water supply project that will serve a growing Hillsboro for the next 50 years. The project will be built in partnership with Tualatin Valley Water District, and will include a new water treatment plant, transmission line, and storage facilities. Planning is underway on design and funding elements for the development program. Construction began in 2016 on two initial pipeline segments. Final completion of the project is currently planned for 2026. A financial model developed in 2014 in conjunction with a water rate and SDC update study allows the City to analyze the impact that the Supply System development program has on the City's need for rate and SDC revenue to support expenses for ongoing operations, maintenance and replacement, and debt service.



PW Transportation Revenue



■ State Gas Tax
 ■ County Gas Tax
 ■ TUF - PMP
 ■ TUF - Pathways
 ■ Transportation Development Tax
 ■ Traffic Impact Fees

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
State Gas Tax	\$ 5,313,996	\$ 5,452,391	\$ 5,713,173	\$ 5,603,000	\$ 6,238,396
County Gas Tax	340,871	348,602	363,632	362,000	389,179
TUF - PMP	964,068	1,128,100	1,691,064	2,282,900	2,535,712
TUF - Pathways	784,213	980,208	1,034,668	912,200	999,546
Transportation Development Tax	2,765,463	4,584,400	6,268,072	4,088,500	6,624,560
Traffic Impact Fees	1,006	511	1,106	-	-
Total	\$ 10,169,617	\$ 12,494,212	\$ 15,071,715	\$ 13,248,600	\$ 16,787,393

Public Works

The City's Public Works Department manages the City's transportation, facilities, fleet, sewer and surface water management programs. The Department is made up of five divisions: Administration, Capital & Development Services, Facilities & Fleet, Transportation, and Sanitary Sewer & Surface Water Management. The operational budget is separated into three core funds: Transportation, Sanitary Sewer, and Surface Water Management. 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, the City's local Transportation Utility Fee, and 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.

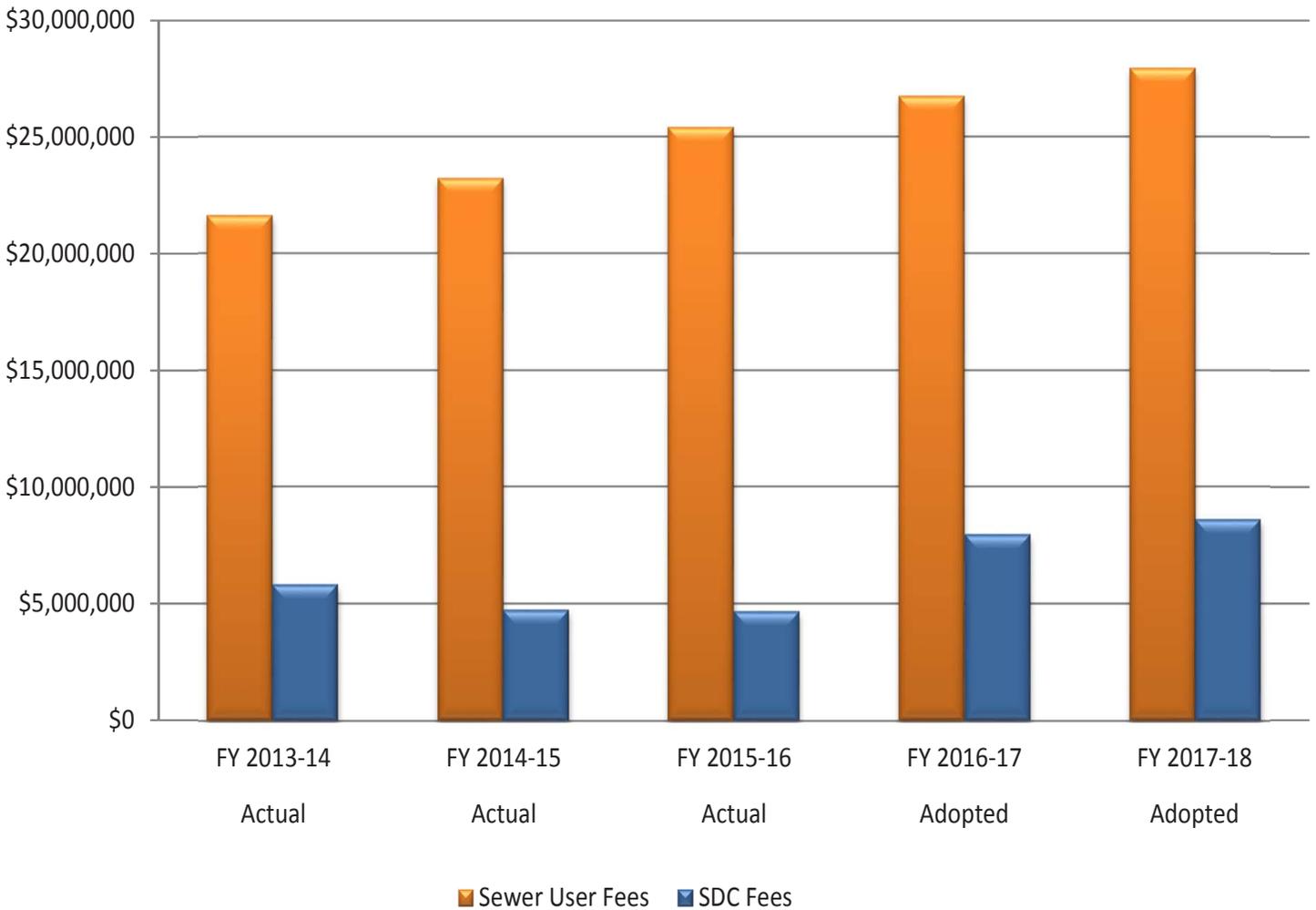
In response to increasing roadway maintenance needs and a decrease in available resources, the City Council adopted a Transportation Utility Fee (TUF) on July 17, 2008 which went into effect in March 2009. The TUF program charges each residential and non-residential customer a fee that is used to perform street maintenance on roadways that fall under Hillsboro's jurisdiction. Additionally, a portion of residential TUF fees collected are dedicated to build and maintain bicycle and pedestrian pathways. The charges are based on the estimated use of the roadway system by customer groups using Institute of Transportation Engineers (ITE) traffic data. The fee is included on each customer's bi-monthly or 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 \$7.3 million. Over the last several years, the Council has elected to use Strategic Investment Program (SIP) funding to help fill some of the gap for pavement management. In FY 2017-18, \$2,000,000 is proposed from SIP funds.

In February 2015, with a recommendation from the Transportation Committee, the City Council approved program modifications to reallocate the distribution of TUF collected between the types of development uses, as well as increasing TUF rates starting on April 1, 2015 to fully fund the PMP program by FY 2019-20. Increases are scheduled annually on April 1st through 2019. This year single family residential customer rates increased from \$6.10 to \$7.56. Nonresidential increases varied by type of business. The increases this year are estimated to raise an additional \$253,000 in FY 2017-18 for a total of \$2.5 million in funding for roadway maintenance.

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 while bringing 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 Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
Sewer User Fees	\$ 21,636,192	\$ 23,232,675	\$ 25,416,813	\$ 26,753,555	\$ 27,948,654
SDC Fees	5,808,891	4,741,051	4,668,741	7,942,100	8,590,000
	\$ 27,445,083	\$ 27,973,726	\$ 30,085,554	\$ 34,695,655	\$ 36,538,654

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 a regional sewer base and usage charge as well as a local service fee. Both are billed as part of the City's utility bill.

The regional fees are established by CWS and adopted annually by the City via resolution. The regional sewer charge has two parts, the base charge and the usage charge. The base rate is currently \$54.90 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 discharge into the sewer system for treatment. As of July 1, 2016, the usage rate per ccf was \$1.82. The average household uses 16 ccf bi-monthly. This equates to \$29.12. CWS is proposing a 3% increase in sewer rates for FY 2017-18. In addition to this increase, the City will charge a 3.5% right of way fee on both sewer base and usage rates.

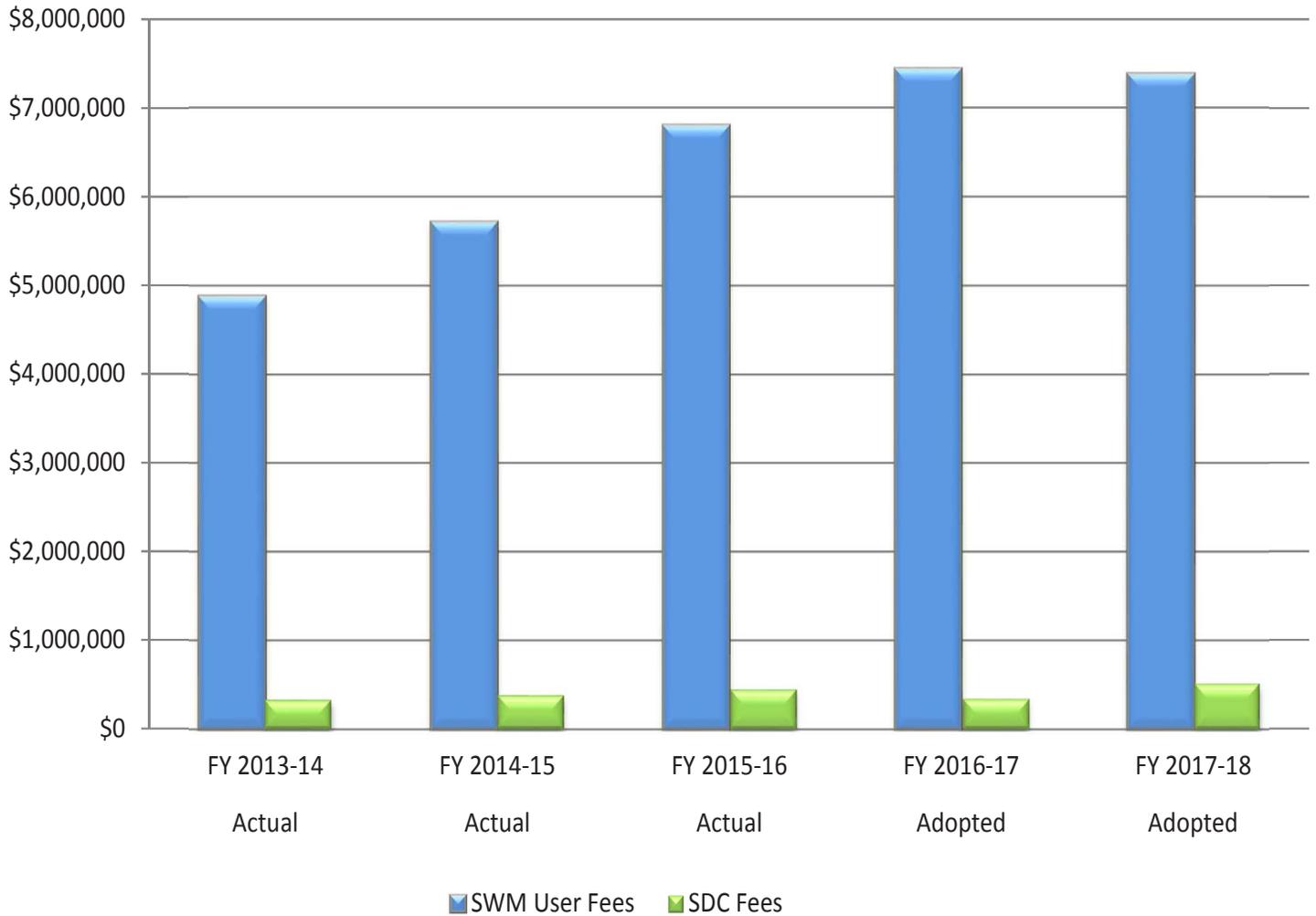
The City completed a service delivery study to determine current and future operational and capital requirements for the Sewer Program. The study results showed that the City would need a local service fee to meet these requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015. The fee is \$2.50 per equivalent dwelling unit, with one unit being equivalent to a residential household.

In addition to the regional base and usage charge and the local service fee, 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 not proposing a change in SDC's for FY 2017-18.

Although the City collects sewer usage fees and SDCs, the majority of the revenues are remitted to CWS for purposes of maintenance and infrastructure associated with treatment facilities. The City retains about 16% of the base and usage fees and 4% of the SDC fees.



SWM Revenue



	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Adopted FY 2016-17	Adopted FY 2017-18
SWM User Fees	\$ 4,891,282	\$ 5,717,939	\$ 6,802,433	\$ 7,434,450	\$ 7,376,540
SDC Fees	328,025	380,381	440,188	338,500	510,000
	\$ 5,219,307	\$ 6,098,320	\$ 7,242,621	\$ 7,772,950	\$ 7,886,540

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 regional service unit fee currently \$7.75 per month as well as a local service fee, 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. CWS is proposing a 50 cent increase in SWM rates for FY 2017-18. In addition to this increase, the City will charge a 3.5% right of way fee on the SWM rate.

The City completed a service delivery study to determine current and future operational and capital requirements for the SWM program. The study results showed that the City would need a local service fee to meet these requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015. The fee is \$1.00 per equivalent service unit, with one unit being equivalent to a residential household.

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 regional service fee and 100% of the SDC.

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Debt Service

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



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 revenue bonds, full faith and credit obligations, private loans, and an interfund loan 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.

Interfund loans are used to loan money from one fund to any other fund of a municipality whenever the loan is authorized by official resolution or ordinance of the governing body. Interfund loans can either be for operations or capital expenses. Operating loans must be repaid in within one year of the original loan date and capital loans must be repaid within 10 years.

The City's Full Faith and Credit Obligations debt rating provided by Moody's Investors Service is currently Aa2. 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.

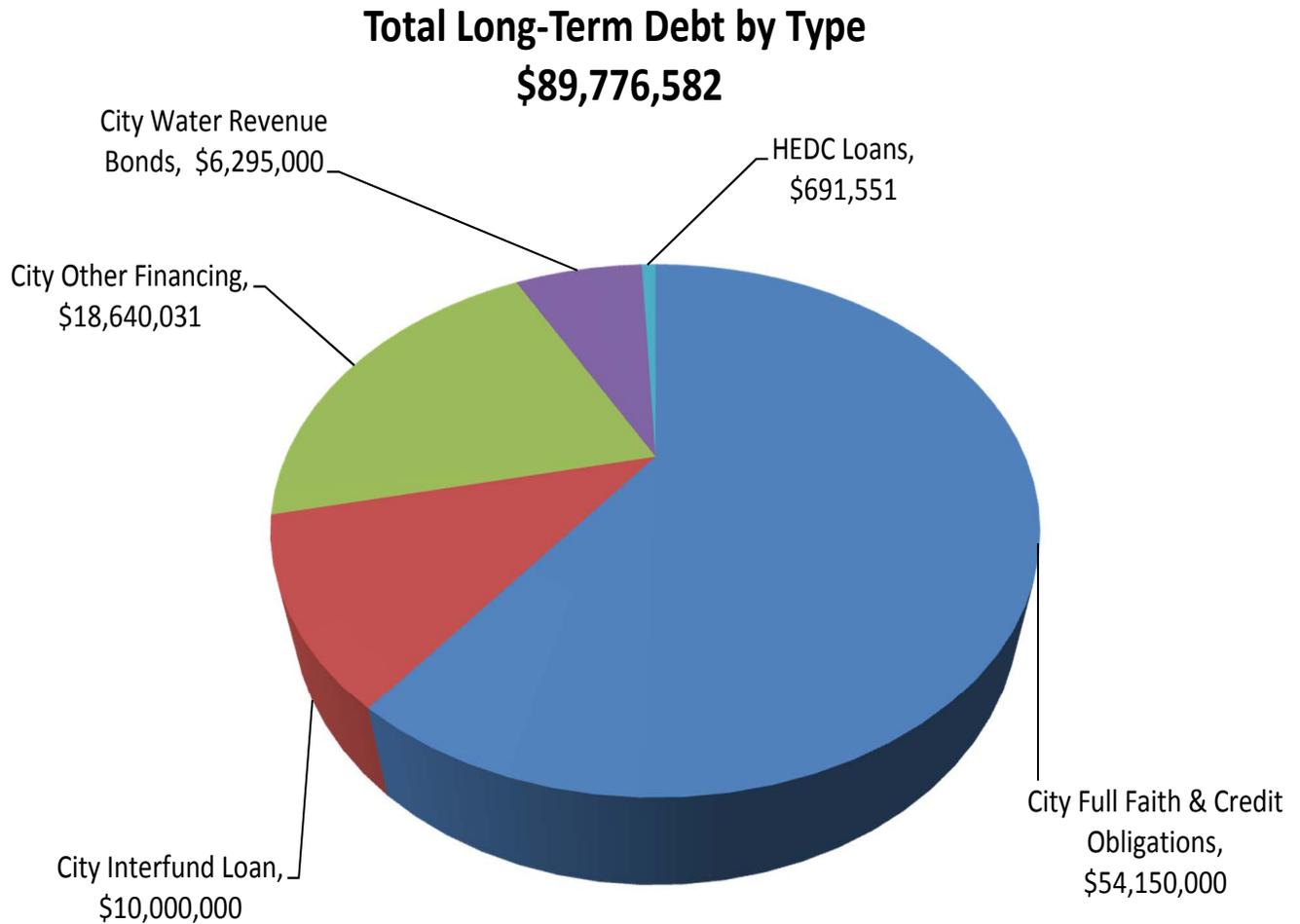
Legal Debt Limits

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 2017-18 will be \$903,171,657 based upon the estimated market value of \$30,105,721,889.

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

In the future, the City is expecting to issue significant debt due to some very large projects. The City plans to issue approximately \$26.8 million for the South Hillsboro Local Improvement District in 2019. The City anticipates issuing a total of \$350 million in water revenue bonds for the Willamette Water Supply Program between FY 2018-19 and FY 2023-24. The City is also likely to issue debt for the Downtown Urban Renewal area, a Community Recreation Center at 53rd Avenue, and street lightening upgrades and replacements.





City of Hillsboro Long-Term Debt
Estimated as of July 1, 2017

	Interest Rates	Issue Amount	Final Maturity Date	Outstanding Principal
Full Faith & Credit Obligations:				
Series 2017 (Tax-Exempt)	2.41%	9,460,000	6/1/2037	\$ 9,460,000
Series 2016 (Tax-Exempt)	2.0% - 3.5%	\$ 9,655,000	6/1/2036	9,485,000
Series 2012 (Tax-Exempt)	3.0% - 5.0%	28,715,000	6/1/2032	23,705,000
Series 2012B (Taxable)	2.0% - 3.125%	11,895,000	6/1/2032	9,280,000
Series 2010B (Tax-Exempt)	2.0% - 3.5%	3,650,000	6/1/2022	2,220,000
Other Financing:				
2017 Land Purchase Agreement	4.00%	3,525,000	6/1/2021	2,643,750
2016 Water Rights Purchase Agreement	2.00%	16,117,200	5/9/2022	13,431,000
2016 Parks Interfund Loan from Building Fund	4.20%	10,000,000	1/15/2026	10,000,000
2014 Land Purchase Agreement	2.00%	5,389,587	6/19/2021	2,565,281
Revenue Bond:				
Water Revenue & Refunding Series 2012	0.25% - 3.0%	13,945,000	12/1/2023	6,295,000
				<u>\$ 89,085,031</u>

Hillsboro Economic Development Council Long-Term Debt
Estimated as of July 1, 2017

	Interest Rates	Issue Amount	Final Maturity Date	Outstanding Principal
Loan:				
Oregon Business Development Department Brownfields Redevelopment	3.25%	\$ 300,000	12/1/2021	\$ 172,844
Other Financing:				
System Development Charges	3.69%	872,000	12/1/2022	518,707
				<u>\$ 691,551</u>

**Debt Service Payment
All City Funds, FY 2017-18**

Fund/Bond or Debt Issue	Principal Balance 6/30/2017	Scheduled Principal	Scheduled Interest	Principal Balance 6/30/2018
Strategic Investment Program Fund				
Series 2017 (Tax-Exempt)	\$ 9,460,000	\$ 315,000	\$ 284,910	\$ 9,145,000
Series 2012 (Tax-Exempt)	23,705,000	1,470,000	850,413	22,235,000
Series 2012B (Taxable)	9,280,000	525,000	244,336	8,755,000
Series 2010B (Tax-Exempt)	2,220,000	420,000	71,288	1,800,000
Total Strategic Investment Program Fund	44,665,000	2,730,000	1,450,947	41,935,000
Facilities Management Fund				
Series 2016 (Tax-Exempt)	9,485,000	385,000	277,600	9,100,000
Parks SDC Fund				
2017 Land Purchase Agreement	2,643,750	622,206	99,590	2,021,544
Parks Capital Fund				
2016 Interfund Loan from Building Fund	10,000,000	-	-	10,000,000
2014 Land Purchase Agreement	2,565,281	622,305	48,210	1,942,976
Water Debt Service Fund				
Water Revenue Refunding Series 2012	6,295,000	815,000	172,550	5,480,000
Water SDC Fund				
2016 Water Rights Purchase Agreement	13,431,000	2,686,200	268,620	10,744,800
Total All Funds	\$ 89,085,031	\$ 7,860,711	\$ 2,317,517	\$ 81,224,320

**Debt Service Payment
Hillsboro Economic Development Council Funds, FY 2017-18**

	Principal Balance 6/30/2017	Scheduled Principal	Scheduled Interest	Principal Balance 6/30/2018
Brownfields Loan	\$ 172,844	\$ 33,383	\$ 5,617	\$ 139,461
SDC Financing	518,707	86,721	18,348	431,986
Total	\$ 691,551	\$ 120,104	\$ 23,965	\$ 571,447



Full Faith and Credit Bond Summary

The City has five 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 four of these obligations with its Strategic Investment Program (SIP) revenues. These revenues are discussed in length in the Revenue Section. The 2016 FFC bond will be repaid with transportation and surface water management revenues that are transferred to the Facilities Management Fund. The City anticipates receiving about \$11.25 million in SIP revenues in FY 2017-18.

A combined schedule of all FFC bond debt service paid by Strategic Investment Program revenues is below. Individual obligation schedules are shown in proceeding pages.

FY	Principal	Interest	Total
2017-18	\$ 2,730,000	\$ 1,450,947	\$ 4,180,947
2018-19	2,815,000	1,375,347	4,190,347
2019-20	2,900,000	1,280,997	4,180,997
2020-21	2,990,000	1,198,334	4,188,334
2021-22	3,095,000	1,078,196	4,173,196
2022-23	3,205,000	961,844	4,166,844
2023-24	3,330,000	842,978	4,172,978
2024-25	3,445,000	727,304	4,172,304
2025-26	3,570,000	606,740	4,176,740
2026-27	3,675,000	501,204	4,176,204
2027-28	3,510,000	390,954	3,900,954
2028-29	3,625,000	285,654	3,910,654
2029-30	1,965,000	176,904	2,141,904
2030-31	1,430,000	117,954	1,547,954
2031-32	1,480,000	74,154	1,554,154
2032-33	170,000	28,110	198,110
2033-34	175,000	23,010	198,010
2034-35	180,000	17,760	197,760
2035-36	185,000	12,000	197,000
2036-37	190,000	6,080	196,080
Total	\$ 44,665,000	\$ 11,156,471	\$ 55,821,471

Issue Title: Full Faith and Credit Obligation Project and Refunding Bond Series 2017 Tax-Exempt			
Issue Date:	June 1, 2017	Amount:	\$9,460,000
Average interest rate:	2.41%	First Principal Due:	12/01/2017
Bond rating:	Aa2, Moody's	Last Principal Due:	06/01/2037
CUSIPs:	432092SE5-SS4		

Purpose of issuance:

The City refunded its Full Faith and Credit (FFC) Serices 2010C Taxable Recovery Zone Economic Development Bond and its 2005 Full Faith and Credit (FFC) Financing Agreement to take advantage of the low interest rate environment. The net present value savings on interest was \$680,681. The 2005 FFC Agreement was originally entered into to finance aquistion and build out of the first floor of the Brookwood Library. The 2010C FFC was issued to finance construction of the Jones Farm Fire Station on NE 25th Avenue by the Hillsboro Airport.

The City also issued an additional \$2,935,000 in debt for the purchase of land and construction of a Public Safety Training Facility. The new training facility will include a burn tower, classrooms, and offices.

Security:

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

FY	Principal	Interest	Total
2017-18	\$ 315,000	\$ 284,910	\$ 599,910
2018-19	325,000	275,460	600,460
2019-20	330,000	265,710	595,710
2020-21	345,000	255,810	600,810
2021-22	355,000	245,460	600,460
2022-23	840,000	234,810	1,074,810
2023-24	860,000	209,610	1,069,610
2024-25	885,000	183,810	1,068,810
2025-26	915,000	157,260	1,072,260
2026-27	940,000	129,810	1,069,810
2027-28	685,000	101,610	786,610
2028-29	710,000	81,060	791,060
2029-30	730,000	59,760	789,760
2030-31	160,000	37,860	197,860
2031-32	165,000	33,060	198,060
2032-33	170,000	28,110	198,110
2033-34	175,000	23,010	198,010
2034-35	180,000	17,760	197,760
2035-36	185,000	12,000	197,000
2036-37	190,000	6,080	196,080
Total	\$ 9,460,000	\$ 2,642,960	\$12,102,960



Issue Title: Full Faith and Credit Obligation Bond Series 2016 Tax-Exempt			
Issue Date:	December 20, 2016	Amount:	\$9,655,000
Average interest rate:	3.03%	First Principal Due:	06/01/2017
Bond rating:	Aa3, Moody's	Last Principal Due:	06/01/2036
CUSIPs:	432092RJ5-SD7		

Purpose of issuance:

The City issued Full Faith and Credit Obligation Bonds Series 2016 for the construction of a new Public Works facility. The new facility replaces both a 3 acre Public Works operations facility and .5 acre fleet shop. The new facility includes approximately 47,000 square feet of buildings for Public Works Operations and 8,250 square feet fleet shop. The buildings provide working space, workshops, equipment storage, and material storage for transportation, sanitary sewer, surface water management, and fleet operations. The estimated cost for the project including the purchase of the 15.13 acres is \$25.6 million.

Security:

The primary security for this debt is transportation and surface water management revenues transferred to the Facilities Management Fund. In addition, the City has pledged its full faith and credit.

FY	Principal	Interest	Total
2017-18	\$ 385,000	\$ 277,600	\$ 662,600
2018-19	395,000	266,050	661,050
2019-20	410,000	254,200	664,200
2020-21	420,000	241,900	661,900
2021-22	430,000	233,500	663,500
2022-23	440,000	224,900	664,900
2023-24	445,000	216,100	661,100
2024-25	460,000	202,750	662,750
2025-26	475,000	188,950	663,950
2026-27	490,000	174,700	664,700
2027-28	505,000	160,000	665,000
2028-29	520,000	144,850	664,850
2029-30	535,000	129,250	664,250
2030-31	550,000	113,200	663,200
2031-32	565,000	96,700	661,700
2032-33	585,000	79,750	664,750
2033-34	605,000	59,275	664,275
2034-35	625,000	38,100	663,100
2035-36	645,000	19,350	664,350
Total	\$ 9,485,000	\$ 3,121,125	\$12,606,125

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 was 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 Fund. In addition, the City has pledged its full faith and credit.

FY	Principal	Interest	Total
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	\$23,705,000	\$ 6,052,361	\$29,757,361



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 is home to the Hillsboro Hops, a Single A Minor League baseball team. When not in use by the Hillsboro Hops, the stadium is available for use by the Hillsboro School District, programmed events, and other activities. The stadium has artificial turf which allows 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 Fund. In addition, the City has pledged its full faith and credit.

FY	Principal	Interest	Total
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	<u>\$ 9,280,000</u>	<u>\$ 2,234,362</u>	<u>\$11,514,362</u>

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 Fund. In addition, the City has pledged its full faith and credit.

FY	Principal	Interest	Total
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	\$ 2,220,000	\$ 226,688	\$ 2,446,688



Issue Title: Witch Hazel Village Park Land Purchase

Agreement Date:	May 3, 2017	Amount:	\$3,525,000
Interest rate:	4.00%	First Principal Due:	12/01/2017
		Last Principal Due:	06/01/2021

Purpose of loan:

The City of Hillsboro purchased 9.41 acres of private land, located in the Witch Hazel area, for a future neighborhood park. This area was identified for a future neighborhood park in the adopted Witch Hazel Community Plan. The property represents one of the few remaining undeveloped properties in the Witch Hazel area that has the size and characteristics suitable for a public park. The property abuts on the east side existing City property. This 0.58 acre City property was previously purchased as part of the envisioned neighborhood park.

Security:

The primary security for this park system development charge revenues received in the Park SDC Fund. The City has also pledged its full faith and credit.

FY	Principal	Interest	Total
2017-18	\$ 622,206	\$ 99,590	\$ 721,796
2018-19	647,343	74,453	721,796
2019-20	673,496	48,300	721,796
2020-21	700,705	21,091	721,796
Total	\$ 2,643,750	\$ 243,434	\$ 2,887,184

Issue Title: Parks Interfund Loan from Building Fund			
Agreement Date:	July 15, 2016	Amount:	\$10,000,000
Interest rate:	4.20%	First Principal Due:	08/01/2018
		Last Principal Due:	01/15/2016

Purpose of loan:

In November of 2015, City Council approved a \$9,000,000 inter-fund loan between the Building Fund and the Parks SDC Fund for property acquisitions in South Hillsboro. The adopted resolution placed a \$10 million cap on the total loan amount and also included a repayment schedule for the borrowed funds over a 10-year period with an initial payment in August 2016. The \$9M loan was used to purchase 41 acres of park land in South Hillsboro adjacent to a previously purchased 20.54-acre site, securing the location of a future community park for residents to enjoy.

In July 2016, City Council approved an additional \$1,000,000 inter-fund loan between the Building Fund and the Parks SDC Fund for a total amount loaned of \$10,000,000. The reason for the additional \$1 million was due to cost of property acquisitions in South Hillsboro and that the supplemental system development charge (SDC) specifically for South Hillsboro has yet to generate revenue. These challenges could impact the City’s ability to complete other priority parks projects that are unrelated to South Hillsboro. Also, it was requested and approved to defer the first payments until August 2018 so additional SDC revenues could be collected. This deferral is the reason the principal amount outstanding in the payment schedule exceeds the \$10 million as the deferred interest has been rolled into the principal amount.

Security:

The primary security for this park system development charge revenues received in the Park SDC Fund.

FY	Principal	Interest	Total
2018-19	\$ 1,191,233	\$ 452,655	\$ 1,643,888
2019-20	1,241,790	402,098	1,643,888
2020-21	1,294,493	349,395	1,643,888
2021-22	1,349,432	294,456	1,643,888
2022-23	1,406,704	237,184	1,643,888
2023-24	1,466,405	177,483	1,643,888
2024-25	1,528,641	115,247	1,643,888
2025-26	1,593,518	50,370	1,643,888
Total	\$11,072,216	\$ 2,078,888	\$13,151,104



Issue Title: South Hillsboro Community Park Land Purchase			
Agreement Date:	August 21, 2014	Amount:	\$5,289,587
Interest rate:	2.00%	First Principal Due:	12/19/2014
		Last Principal Due:	06/19/2021

Purpose of loan:

The City of Hillsboro purchased 20.54 acres of private land in the south Hillsboro area. This land will be combined with other land purchases to create a 50 acre community park. It is anticipated that an additional 20,000 residents will be added to the City over the next fifteen years once south Hillsboro is fully developed. Therefore the City is planning ahead to have adequate park space for the whole community.

Security:

The primary security for this park system development charge revenues received in the Park SDC Fund. The City has also pledged its full faith and credit.

FY	Principal	Interest	Total
2017-18	\$ 622,305	\$ 48,210	\$ 670,515
2018-19	634,813	35,702	670,515
2019-20	647,573	22,942	670,515
2020-21	660,590	9,925	670,515
Total	\$ 2,565,281	\$ 116,779	\$ 2,682,060

Issue Title: City of Salem Water Rights Purchase Agreement 2016			
Agreement Date:	May 9, 2016	Amount:	\$16,217,200
Interest rate:	2.00%	First Principal Due:	05/09/2017
		Last Principal Due:	05/09/2022

Purpose of issuance:

In May 2016, the City of Hillsboro entered into a Purchase and Sale Agreement with the City of Salem for a portion of Permit No. S-45565. Permit No. S-45565 authorizes 200 cubic feet per second (“cfs”) of water from the Willamette River for municipal use. The purchase agreement entitles the City of Hillsboro to 56 cfs of the 200 total, and a right of first refusal to acquire up to an additional 44 cfs. An initial deposit of \$100,000 was made to the City of Salem upon signature of the Purchase and Sale Agreement, and the City of Salem is allowing the City of Hillsboro to make six equal annual principal installment payments of \$2,686,200, plus interest. The City of Salem agreed to spread the payments out in order to assist in lowering the rate impacts to Hillsboro customers. The purchase of a share of this Permit is a significant achievement towards the Water Department’s goal of developing a reliable 50-year water supply through the Willamette Water Supply Program (WWSP).

Security:

The primary security for this debt is water system development charges (SDC) revenues received in the Water SDC Fund.

FY	Principal	Interest	Total
2017-18	\$ 2,686,200	\$ 268,620	\$ 2,954,820
2018-19	2,686,200	214,896	2,901,096
2019-20	2,686,200	161,172	2,847,372
2020-21	2,686,200	107,448	2,793,648
2021-22	2,686,200	53,724	2,739,924
Total	<u>\$13,431,000</u>	<u>\$ 805,860</u>	<u>\$14,236,860</u>



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
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	<u>\$ 6,295,000</u>	<u>\$ 681,950</u>	<u>\$ 6,976,950</u>

Issue Title: Oregon Business Development Department Brownfields Redevelopment Loan			
Agreement Date:	July 25, 2012	Amount (maximum):	\$300,000
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 cleanup 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.

Security:

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

FY	Principal	Interest	Total
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	\$ 172,844	\$ 16,887	\$ 189,731



Issue Title: City of Hillsboro System Development Charge Financing – Water, Sanitary Sewer, Transportation, and Parks

Agreement Date:	03/30/2012	Amount (maximum):	\$872,000
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 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.

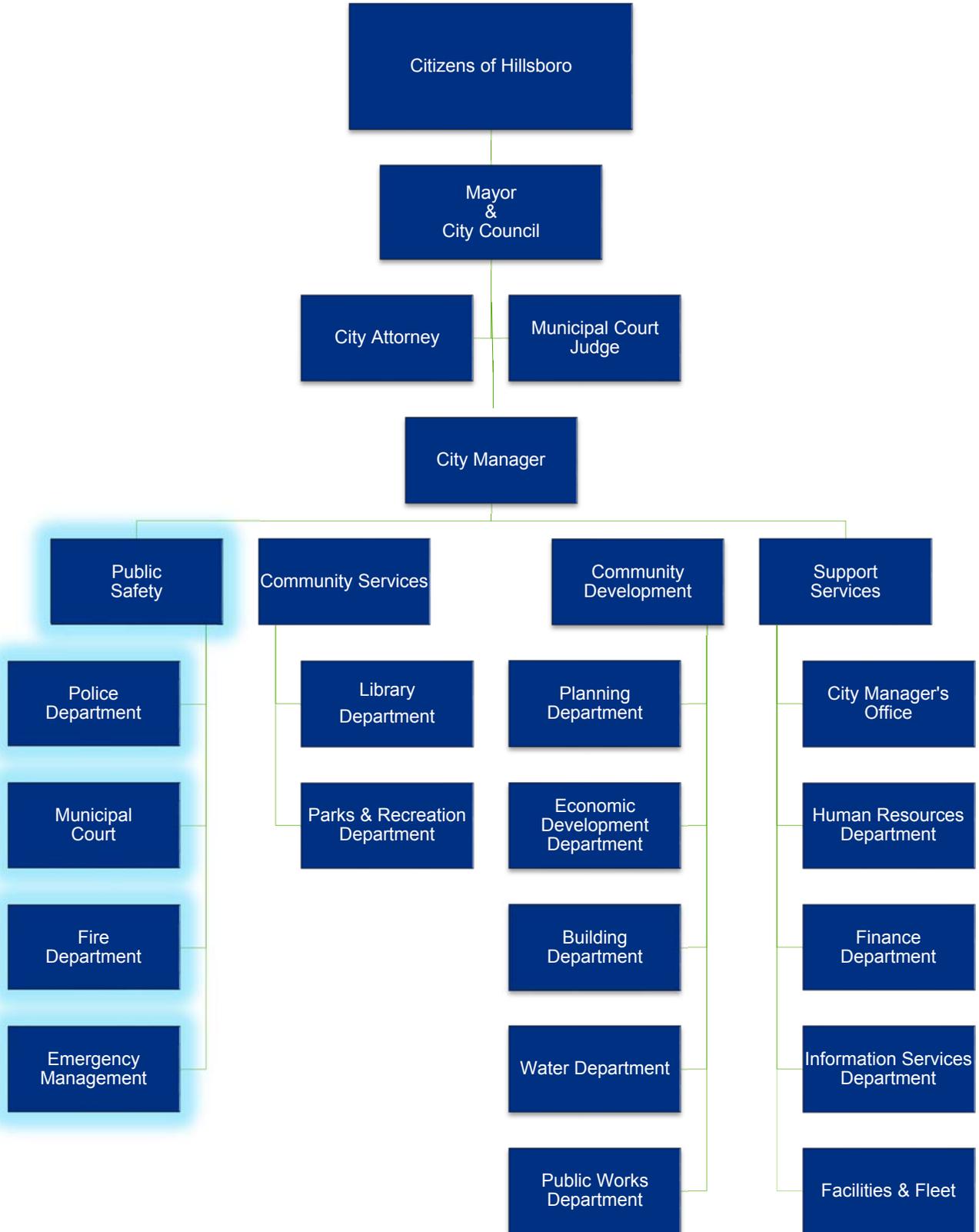
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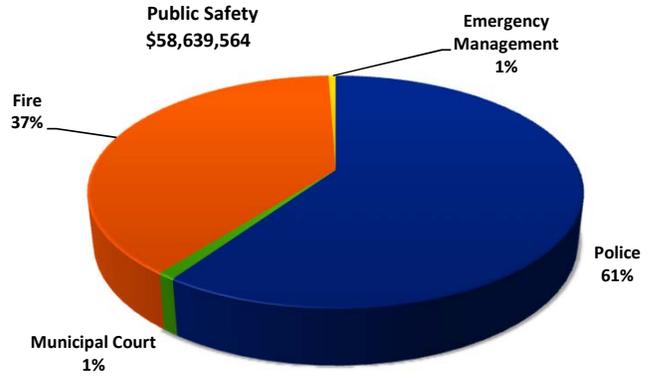
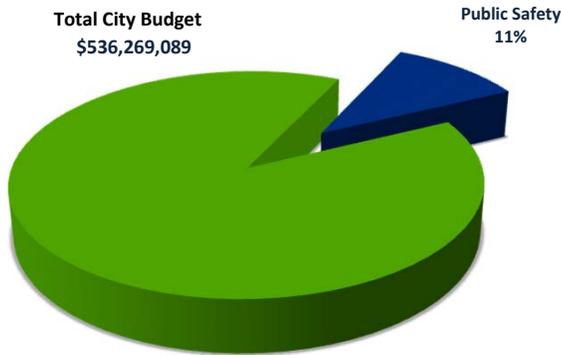
The primary security for this debt is urban renewal tax increment revenues received in the HEDC Downtown Urban Renewal Tax Increment Fund.

FY	Principal	Interest	Total
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	<u>\$ 518,707</u>	<u>\$ 59,171</u>	<u>\$ 577,878</u>

Public Safety

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





Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Revenues	45,271,216	47,326,069	51,346,004	55,586,814	4,240,810	8%	94.8%
Charges for Services	188,631	408,428	106,076	61,000	(45,076)	-74%	0.1%
Interest	6,573	7,843	5,500	7,500	2,000	27%	0.0%
Grants and Donations	106,366	90,088	160,895	289,000	128,105	44%	0.5%
Miscellaneous	609,976	772,593	689,000	663,000	(26,000)	-4%	1.1%
Beginning Working Capital	1,367,055	1,328,475	1,273,500	1,247,250	(26,250)	-2%	2.1%
Fines and Forfeiture	800,930	1,210,131	852,000	785,000	(67,000)	-9%	1.3%
Total Resources	\$ 48,350,747	\$ 51,143,627	\$ 54,432,975	\$ 58,639,564	\$ 4,206,589	7%	100%

Requirements by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Personnel Services	36,397,454	38,609,460	40,742,186	43,354,902	2,612,716	6%	73.9%
Materials & Services	3,858,660	4,126,730	4,436,367	4,624,701	188,334	4%	7.9%
Capital Outlay	-	-	28,000	910,000	882,000	97%	1.6%
Special Payments	6,766,158	7,113,971	8,087,694	8,653,950	566,256	7%	14.8%
Contingency	-	-	100,000	100,000	-	0%	0.2%
Unapprop Fund Bal	1,328,475	1,293,466	1,038,728	996,011	(42,717)	-4%	1.7%
Total Requirements	\$ 48,350,747	\$ 51,143,627	\$ 54,432,975	\$ 58,639,564	\$ 4,206,589	7%	100%

Requirements by Department	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Police	29,214,231	30,917,117	32,736,108	34,947,082	2,210,974	6%	59.6%
Municipal Court*	479,566	518,093	563,316	588,204	24,888	4%	1.0%
Fire	18,408,742	19,431,223	20,831,930	22,785,810	1,953,880	9%	38.9%
Emergency Management**	248,208	277,194	301,621	318,468	16,847	5%	0.5%
Total Requirements	\$ 48,350,747	\$ 51,143,627	\$ 54,432,975	\$ 58,639,564	\$ 4,206,589	7%	100%

Requirements by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
General Fund (100)	46,720,298	49,528,651	52,850,854	57,064,846	4,213,992	7%	97.3%
Police Forfeiture Fund (105)	79,634	81,409	73,500	88,500	15,000	17%	0.2%
Cadet Fund (110)	1,302,607	1,256,373	1,207,000	1,167,750	(39,250)	-3%	2.0%
Support Services Fund (700)	248,208	277,194	301,621	318,468	16,847	5%	0.5%
Total Requirements	\$ 48,350,747	\$ 51,143,627	\$ 54,432,975	\$ 58,639,564	\$ 4,206,589	7%	100%

Full Time Equivalent Positions	2014-15	2015-16	2016-17	2017-18	Change	Percent Change	Percent of Total
	287	294	299	311	12	4.1%	-

* 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



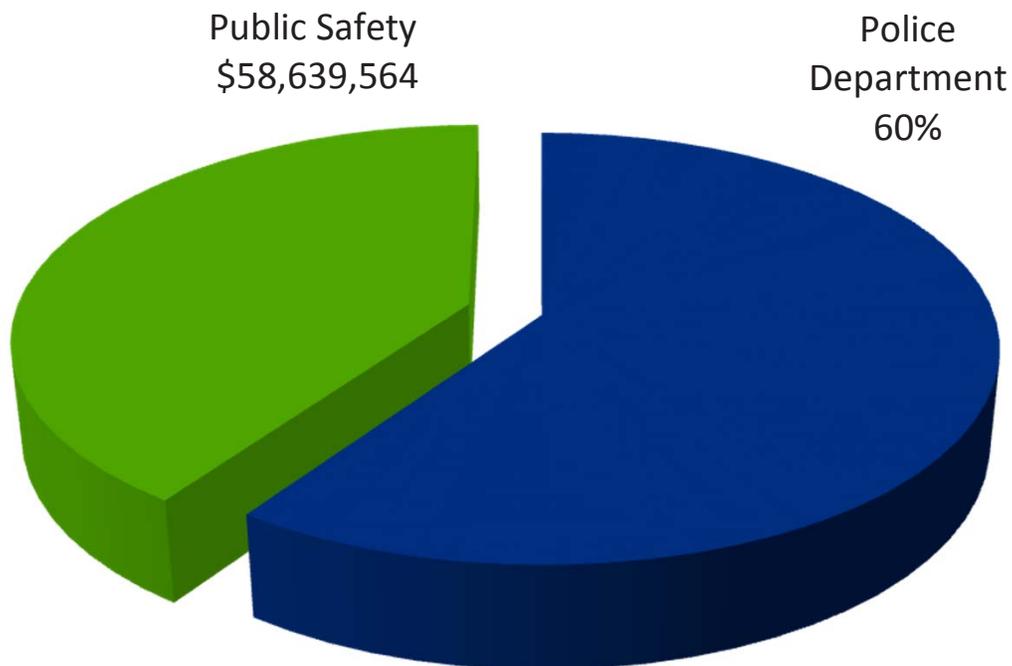
Department Description

The Hillsboro Police Department has 190 positions in FY 2017-18. Staff is made up of 138 sworn officers and 52 professional staff members including records, parking enforcement, crime analyst, evidence technicians, project management, code enforcement, community outreach and administrative support.

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).

Police officers and staff work with youth in developing leadership and career guidance in the field of law enforcement. There are currently two Cadets participating in the Tongue Estate scholarship program. During 2016, 14 Cadets volunteered 4,854 hours. Additionally, Hillsboro Police Cadet’s won the highly coveted Top Post Trophy at the annual Camp Rilea LEC Challenge for the second year in a row.

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, major crime scenes or disasters. They also participate in regional safety efforts such as enhanced DUII enforcement. During 2016, 10 Reserve officers contributed 2,223 hours to the community.



Our Vision

The vision of the Hillsboro Police Department is to actively and effectively work with the community through the strength of our humanity, the principles of integrity, loyalty and our progressive spirit.

Our Mission

Our mission is to work with the community to prevent and suppress crime. We aim to develop a creative, diverse and professional workforce. Through our continuous goals we will work to serve people sincerely and professionally, to earn and hold the public trust, to build valued partnerships throughout the community, and to honor justice through fairness.

Our Core Values

- Justice
- Diversity
- Trust
- Innovation
- Service
- Courage

Outcomes and Accomplishments

- Completed 290 DUII arrests
- Officers opened 10,904 cases
- The Property and Evidence Division managed over 9,148 items of property and destroyed over 4,600 items of drugs, weapons, and property.
- The Department collected over 1,181 pounds of unwanted prescription drugs during the Hillsboro Police Department Drug Turn-ins
- Responded to 74,278 calls for service within the community
- Awarded the Body-Worn Camera Implementation Program grant from the U.S. Department of Justice for \$217,500.
- Awarded \$36,000 from the Oregon Department of Transportation for safety belt enforcement
- Received \$15,000 from Oregon Impact to participate in DUII HVE grant

Budget Highlights

- The budget includes a 7.4% increase in Washington County Consolidated Communications Agency (WCCCA) 911 Dispatch Call Center fees.
- The pay-plan has four new police officers assigned to patrol, and a new Detective position, which will specialize in family justice.



Police Department Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Fund Revenues	28,463,607	29,986,970	31,835,213	33,949,082	2,113,869	7%	97%
Fines and Forfeiture	13,295	6,600	15,000	10,000	(5,000)	-33%	0%
Charges for Services	33,422	55,547	33,000	31,000	(2,000)	-6%	0%
Interest	6,573	7,843	5,500	7,500	2,000	36%	0%
Grants and Donations	106,366	90,088	160,895	289,000	128,105	80%	1%
Miscellaneous	590,968	770,069	686,500	660,500	(26,000)	-4%	2%
Total:	\$ 29,214,231	\$ 30,917,117	\$ 32,736,108	\$ 34,947,082	\$ 2,210,974	7%	100%

Budget by Category

Personnel Services	21,232,514	22,618,033	23,758,508	25,139,524	1,381,016	6%	72%
Materials & Services	2,440,278	2,589,221	2,804,848	2,921,194	116,346	4%	8%
Capital Outlay	-	-	28,000	435,000	407,000	1454%	1%
Special Payments	4,212,964	4,416,397	5,006,024	5,355,353	349,329	7%	15%
Contingency	-	-	100,000	100,000	-	0%	0%
Unapprop Fund Bal	1,328,475	1,293,466	1,038,728	996,011	(42,717)	-4%	3%
Total:	\$ 29,214,231	\$ 30,917,117	\$ 32,736,108	\$ 34,947,082	\$ 2,210,974	7%	100%

Budget by Org

Police Administrative Services	7,730,725	8,253,934	9,684,914	10,965,931	1,281,017	13%	31%
Police Training	501,764	556,990	639,445	530,078	(109,367)	-17%	2%
Police Fleet Management	344,223	359,640	420,128	431,356	11,228	3%	1%
Police Public Information	159,732	163,511	166,516	174,131	7,615	5%	0%
Police Support Services	102,218	168,175	225,338	248,015	22,677	10%	1%
Police Records	1,194,398	1,176,412	1,418,916	1,401,920	(16,996)	-1%	4%
Property and Evidence	291,484	316,872	409,625	423,655	14,030	3%	1%
Professional Standards Unit	318,390	326,514	443,820	630,369	186,549	42%	2%
Community Enhancement Team	420,419	474,021	573,075	595,445	22,370	4%	2%
Mediation	5,121	4,845	2,500	3,875	1,375	55%	0%
Patrol	9,588,513	10,343,422	9,781,227	10,516,575	735,348	8%	30%
Equipment	-	104	169,203	159,300	(9,903)	-6%	0%
K9	767,899	691,781	660,412	837,139	176,727	27%	2%
Traffic	547,151	592,178	556,519	560,308	3,789	1%	2%
Parking Enforcement	114,496	145,071	152,349	160,219	7,870	5%	0%
Police Reserves	19,884	8,456	14,050	16,868	2,818	20%	0%
PD Code Enforcement	670,975	602,857	705,973	732,824	26,851	4%	2%
Operational Support	2,490,826	2,627,568	2,860,969	3,209,675	348,706	12%	9%
Street Crimes	621,330	605,137	542,572	-	(542,572)	-100%	0%
Bike Team	17	1,395	3,600	2,500	(1,100)	-31%	0%
Youth Services	1,062,675	1,158,894	1,083,406	1,110,087	26,681	2%	3%
Tri-Met Team	416,032	500,862	516,709	546,015	29,306	6%	2%
WIN	170,990	163,170	135,868	134,994	(874)	-1%	0%
Gang Enforcement	292,728	337,526	288,474	299,553	11,079	4%	1%
Police Forfeiture	79,634	81,409	73,500	88,500	15,000	20%	0%
Cadets	1,302,607	1,256,373	1,207,000	1,167,750	(39,250)	-3%	3%
Total:	\$ 29,214,231	\$ 30,917,117	\$ 32,736,108	\$ 34,947,082	\$ 2,210,974	7%	100%

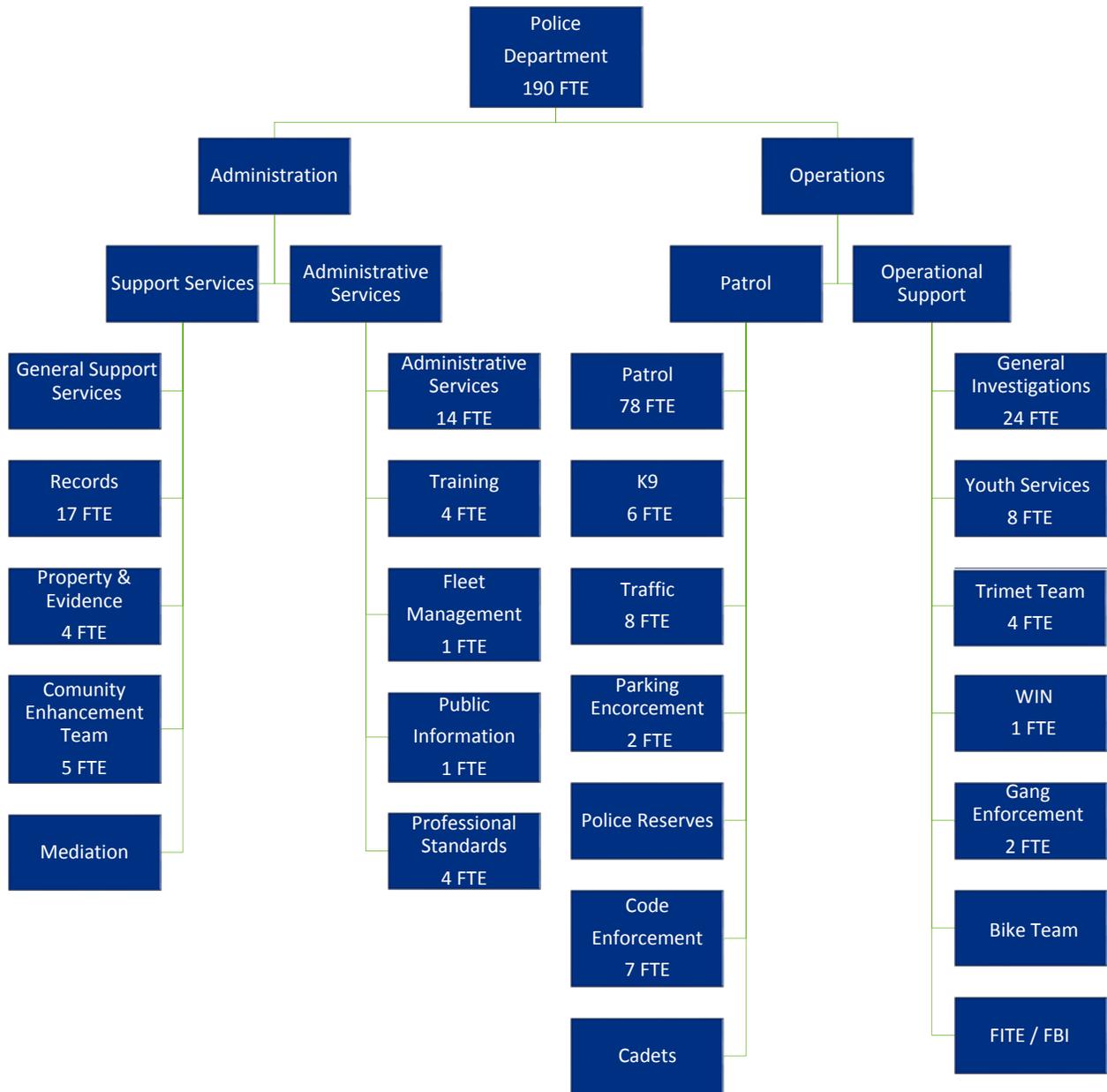
Budget by Fund

General Fund (100)	27,831,990	29,579,335	31,455,608	33,690,832	2,235,224	7%	96%
Police Forfeiture Fund (105)	79,634	81,409	73,500	88,500	15,000	20%	0%
Cadet Fund (110)	1,302,607	1,256,373	1,207,000	1,167,750	(39,250)	-3%	3%
Total:	\$ 29,214,231	\$ 30,917,117	\$ 32,736,108	\$ 34,947,082	\$ 2,210,974	7%	100%

Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Maximize operational efficiency and effectiveness across all departments (CWSP 3)	Maintain 4 minutes or under response times to Priority 1 incidents	Average response time to Priority 1 incidents(minutes)	3.25	3.75	3.51	3.78	3.50
Anticipate and prepare for change and its potential opportunities and challenges (CWSP 2)	Reduce the rate of traffic crashes by maintaining 2% or less increase in annual traffic crashes as the Hillsboro population grows	Annual % increase in traffic crashes compared to prior year	2.8%	2.4%	1.8%	6.9%	2.0%
Ensure city services are responsive, equitable and accessible (CWSP 5)	Consistently increase the number of citizen generated calls for service, which allow easier access to public safety	Number of citizen generated calls for City services	34,612	34,516	36,113	37,890	38,000
Nurture a culture of trust and engagement with residents and local community partners (CWSP 4)	Maintain a 1:3 ratio of traffic citations vs. warnings while incorporating an educational and corrective role within the community.	Ratio of traffic citations to traffic warnings issued	1:3.6	1:2.9	1:2.8	1:2.8	1:3





Police Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Police Chief	1.0	1.0	1.0	43	\$ 117,323	\$ 154,390
Deputy Chief	1.0	1.0	1.0	39	100,289	131,973
Commander	2.0	2.0	2.0	38	96,432	126,898
Police Support Services Division Manager	1.0	1.0	1.0	38	96,432	126,898
Police Lieutenant	7.0	7.0	7.0	36	89,156	117,323
Police Administrative Services Manager	1.0	0.0	0.0	36	89,156	117,323
Police Sergeant	22.0	22.0	22.0	33	79,259	104,300
Program and Support Manager	0.0	1.0	1.0	32	76,211	100,289
Project Manager	2.0	2.0	2.0	32	76,211	100,289
Records Manager	1.0	1.0	1.0	29	67,752	89,155
Project Coordinator	1.0	1.0	1.0	26	60,230	79,259
Police Evidence Supervisor	0.0	1.0	1.0	26	60,230	79,259
Administrative Services Supervisor	1.0	1.0	1.0	25	57,914	76,211
Records Supervisor	2.0	2.0	1.0	23	53,545	70,461
Management Specialist	1.0	1.0	1.0	22	51,486	67,752
Police Officer	100.0	100.0	105.0	Contract	62,724	79,008
Digital Forensic Examiner	0.0	0.0	1.0	Contract	60,708	79,008
Forensic Computer Specialist	1.0	1.0	0.0	Contract	60,708	79,008
Law Enforcement Analyst	0.0	0.0	2.0	Contract	58,668	74,880
Crime Analysis Specialist	2.0	2.0	0.0	Contract	58,668	74,880
Police Program Specialist	4.0	4.0	10.0	Contract	52,488	67,008
Police Crime Prevention Specialist	3.0	3.0	0.0	Contract	52,488	67,008
Police Program Coordinator	1.0	1.0	0.0	Contract	52,488	67,008
Domestic Violence Program Coordinator	1.0	1.0	0.0	Contract	52,488	67,008
Code Compliance Officer	0.0	0.0	7.0	Contract	52,452	66,864
Police Field Operations Specialist	7.0	7.0	0.0	Contract	52,452	66,864
Police Evidence Technician	3.0	3.0	3.0	Contract	49,416	63,000
Police Fleet Coordinator	0.0	0.0	1.0	Contract	49,416	63,000
Police Support Services Specialist	1.0	1.0	0.0	Contract	49,416	63,000
Police Lead Records Specialist	0.0	0.0	1.0	Contract	46,464	59,220
Police Administrative Support Specialist	0.0	0.0	1.0	Contract	42,564	54,348
Secretary - Training, Investigations, Administration	2.0	2.0	0.0	Contract	42,564	54,348
Police Records Specialist	13.0	14.0	14.0	Contract	43,044	54,936
Parking Enforcement Agent	2.0	2.0	2.0	Contract	36,960	47,184
Total:	183.0	185.0	190.0			



Police Administrative Services

Includes the Chief's office which provides overall management and leadership of 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 only a small portion of the daily services the Admin Services team provides.

Police Administrative Services-10010000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,194,894	1,307,860	1,290,035	1,421,976	1,421,976	1,421,976
5005 Salaries - Part-Time	6,060	19,646	87,116	89,294	89,294	89,294
5010 Extra Labor	13,676	11,739	35,000	35,000	35,000	35,000
5100 Overtime	39,369	49,776	666,500	683,163	683,163	683,163
5301 Med/Den/Vis Insurance	218,615	247,535	221,554	235,850	235,850	235,850
5303 PERS	161,870	211,084	335,282	438,238	438,238	438,238
5308 VEBA	24,925	26,243	25,805	28,443	28,443	28,443
5309 PERS Stabilization	36,846	-	-	-	-	-
5310 Accrued Payroll Expense	-	152,900	-	21,000	21,000	21,000
5399 Other Benefits and Taxes	126,803	141,662	396,032	533,062	533,062	533,062
Total Personnel Services	\$1,823,058	\$2,168,445	\$3,057,324	\$3,486,026	\$3,486,026	\$3,486,026
Materials & Services						
6000 Office Supplies	69,783	65,399	79,440	68,500	68,500	68,500
6001 Communications Services	131,699	121,121	130,000	130,000	130,000	130,000
6002 Travel/Training/Dues	78,262	50,229	41,364	49,718	49,718	49,718
6003 Postage	5,691	5,590	7,200	6,500	6,500	6,500
6004 Program Supplies/Materials	71,765	59,153	60,550	66,500	66,500	66,500
6006 Tuition Reimbursement	-	4,124	6,128	12,600	12,600	12,600
6007 Printing	4,773	2,856	3,500	3,500	3,500	3,500
6100 Contractual Services	5,607	6,837	-	-	-	-
6101 Other Services	17,904	5,994	31,704	25,510	25,510	25,510
6300 Uniforms	1,153	746	1,500	875	875	875
6301 Safety Supplies	-	1,189	-	-	-	-
6402 Maintenance Supplies	123	-	-	-	-	-
6403 Small Tools and Equipment	-	3,046	-	-	-	-
6409 Computer Software	-	-	-	1,600	1,600	1,600
6410 Computer Hardware	15,940	37,567	4,200	3,000	3,000	3,000
6411 Communications Equipment	1,284,487	1,305,111	1,227,880	1,318,749	1,318,749	1,318,749
6416 Equipment Maintenance	7,516	130	100	2,500	2,500	2,500
Total Materials & Services	\$1,694,703	\$1,669,092	\$1,593,566	\$1,689,552	\$1,689,552	\$1,689,552
Capital Outlay						
7005 Communications Equipment	-	-	28,000	435,000	435,000	435,000
Total Capital Outlay	\$0	\$0	\$28,000	\$435,000	\$435,000	\$435,000

Police Administrative Services (continued)

Police Administrative Services-10010000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8008 Facilities Depreciation	155,116	164,284	192,145	191,940	191,940	191,940
8009 Support Services Charge	2,710,746	2,903,922	3,433,308	3,749,484	3,749,484	3,749,484
8010 Equipment Depreciation	120,682	120,682	145,324	143,062	143,062	143,062
8011 Facilities Charge	680,955	712,701	786,566	822,186	822,186	822,186
8024 Fleet Services Charge	545,465	514,808	448,681	448,681	448,681	448,681
Total Special Payments	\$4,212,964	\$4,416,397	\$5,006,024	\$5,355,353	\$5,355,353	\$5,355,353
Total	\$7,730,725	\$8,253,934	\$9,684,914	\$10,965,931	\$10,965,931	\$10,965,931





Police Training

Hillsboro Police Officers are some of the most highly trained officers in the state. The Hillsboro Police Training Division is a leader in the Police Training field and has developed both programs and relationships that have extended nationally and internationally. The average HPD officer train's for an average of 96 hours a year. Officers receive state required training in firearms, 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	278,178	295,433	376,672	308,465	308,465	308,465
5100 Overtime	22,583	19,929	-	-	-	-
5301 Med/Den/Vis Insurance	59,562	66,967	85,635	69,149	69,149	69,149
5303 PERS	44,466	60,174	68,450	60,664	60,664	60,664
5308 VEBA	6,166	5,968	7,535	6,171	6,171	6,171
5309 PERS Stabilization	9,002	-	-	-	-	-
5399 Other Benefits and Taxes	42,456	46,037	41,804	33,984	33,984	33,984
Total Personnel Services	\$462,413	\$494,508	\$580,096	\$478,433	\$478,433	\$478,433
Materials & Services						
6000 Office Supplies	1,190	1,499	4,800	500	500	500
6002 Travel/Training/Dues	13,385	19,097	14,400	26,300	26,300	26,300
6003 Postage	4	-	-	-	-	-
6004 Program Supplies/Materials	13,312	31,992	33,205	12,180	12,180	12,180
6007 Printing	-	76	-	-	-	-
6100 Contractual Services	8,871	2,234	-	-	-	-
6101 Other Services	279	-	4,775	5,775	5,775	5,775
6300 Uniforms	1,091	1,234	1,190	1,440	1,440	1,440
6301 Safety Supplies	-	2,417	979	650	650	650
6400 Utilities	1,219	1,851	-	-	-	-
6409 Computer Software	-	600	-	4,800	4,800	4,800
6410 Computer Hardware	-	1,482	-	-	-	-
Total Materials & Services	\$39,351	\$62,482	\$59,349	\$51,645	\$51,645	\$51,645
Total	\$501,764	\$556,990	\$639,445	\$530,078	\$530,078	\$530,078

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	53,969	58,349	59,988	61,488	61,488	61,488
5100 Overtime	667	-	-	-	-	-
5301 Med/Den/Vis Insurance	16,252	17,302	18,500	18,983	18,983	18,983
5303 PERS	7,551	9,243	9,502	10,803	10,803	10,803
5308 VEBA	1,379	1,256	1,200	1,230	1,230	1,230
5309 PERS Stabilization	1,639	-	-	-	-	-
5399 Other Benefits and Taxes	6,090	6,473	6,793	6,967	6,967	6,967
Total Personnel Services	\$87,547	\$92,623	\$95,983	\$99,471	\$99,471	\$99,471
Materials & Services						
6002 Travel/Training/Dues	3,468	2,337	3,700	4,100	4,100	4,100
6004 Program Supplies/Materials	16,798	82,198	68,745	68,635	68,635	68,635
6200 Fuel/Oil	236,129	171,440	250,000	250,000	250,000	250,000
6300 Uniforms	176	779	700	1,500	1,500	1,500
6301 Safety Supplies	369	710	1,000	2,000	2,000	2,000
6409 Computer Software	-	1,412	-	-	-	-
6410 Computer Hardware	-	7,821	-	-	-	-
6416 Equipment Maintenance	(264)	320	-	-	-	-
6419 Personal Protective Equipment	-	-	-	5,650	5,650	5,650
Total Materials & Services	\$256,676	\$267,017	\$324,145	\$331,885	\$331,885	\$331,885
Total	\$344,223	\$359,640	\$420,128	\$431,356	\$431,356	\$431,356





Public 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	110,876	112,217	114,461	117,323	117,323	117,323
5100 Overtime	-	486	-	-	-	-
5301 Med/Den/Vis Insurance	15,543	16,452	16,761	16,707	16,707	16,707
5303 PERS	14,118	18,217	18,506	23,226	23,226	23,226
5308 VEBA	2,218	2,244	2,290	2,347	2,347	2,347
5309 PERS Stabilization	3,359	-	-	-	-	-
5399 Other Benefits and Taxes	13,306	13,596	14,098	14,228	14,228	14,228
Total Personnel Services	\$159,420	\$163,212	\$166,116	\$173,831	\$173,831	\$173,831
Materials & Services						
6002 Travel/Training/Dues	312	-	-	-	-	-
6004 Program Supplies/Materials	-	299	400	300	300	300
Total Materials & Services	\$312	\$299	\$400	\$300	\$300	\$300
Total	\$159,732	\$163,511	\$166,516	\$174,131	\$174,131	\$174,131

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, and Field Training Officers in all divisions, Tactical Negotiations Team, Crisis Intervention Team, Crime Analysis, Theft Apprehension and Recovery Program, and HPD agency accreditation with the Oregon Accreditation Alliance operate within Support Services.

Police Support Services-10010050

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	-	-	500	500	500	500
6002 Travel/Training/Dues	3,547	30,824	44,860	65,280	65,280	65,280
6004 Program Supplies/Materials	19,766	33,688	38,221	20,170	20,170	20,170
6007 Printing	-	-	-	500	500	500
6101 Other Services	-	-	2,500	-	-	-
6300 Uniforms	35	-	-	1,340	1,340	1,340
6301 Safety Supplies	3,350	3,134	4,500	7,900	7,900	7,900
6409 Computer Software	-	2,150	-	11,445	11,445	11,445
6410 Computer Hardware	-	1,750	-	-	-	-
6601 TNT	13,404	18,493	5,100	10,030	10,030	10,030
6602 Firearms	57,920	73,794	123,891	125,000	125,000	125,000
6603 Honor Guard	4,196	4,342	5,766	5,850	5,850	5,850
Total Materials & Services	\$102,218	\$168,175	\$225,338	\$248,015	\$248,015	\$248,015
Total	\$102,218	\$168,175	\$225,338	\$248,015	\$248,015	\$248,015



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.

Police Records-10010052

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	706,210	704,831	852,362	847,652	847,652	847,652
5100 Overtime	28,553	24,808	-	-	-	-
5301 Med/Den/Vis Insurance	236,485	233,088	305,852	286,906	286,906	286,906
5303 PERS	99,260	111,688	137,346	144,577	144,577	144,577
5308 VEBA	18,132	15,186	17,047	16,953	16,953	16,953
5309 PERS Stabilization	20,905	-	-	-	-	-
5399 Other Benefits and Taxes	64,909	65,082	77,634	76,072	76,072	76,072
Total Personnel Services	\$1,174,454	\$1,154,683	\$1,390,241	\$1,372,160	\$1,372,160	\$1,372,160
Materials & Services						
6000 Office Supplies	2,332	1,693	1,995	1,575	1,575	1,575
6002 Travel/Training/Dues	482	4,495	6,550	11,110	11,110	11,110
6004 Program Supplies/Materials	2,033	7,589	200	400	400	400
6007 Printing	7,848	6,063	10,000	8,000	8,000	8,000
6101 Other Services	-	434	4,150	2,250	2,250	2,250
6300 Uniforms	1,111	1,455	3,780	5,425	5,425	5,425
6410 Computer Hardware	6,138	-	2,000	1,000	1,000	1,000
Total Materials & Services	\$19,944	\$21,729	\$28,675	\$29,760	\$29,760	\$29,760
Total	\$1,194,398	\$1,176,412	\$1,418,916	\$1,401,920	\$1,401,920	\$1,401,920



Property and Evidence

Along with the intake and disposal of property, personnel are tasked with latent casework, crime scene processing, 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	164,894	172,255	230,388	245,777	245,777	245,777
5100 Overtime	-	1,213	-	-	-	-
5301 Med/Den/Vis Insurance	47,744	50,223	70,568	71,173	71,173	71,173
5303 PERS	25,982	31,481	40,380	44,824	44,824	44,824
5308 VEBA	4,197	3,711	4,608	4,916	4,916	4,916
5309 PERS Stabilization	5,001	-	-	-	-	-
5399 Other Benefits and Taxes	16,433	15,653	21,935	22,001	22,001	22,001
Total Personnel Services	\$264,251	\$274,536	\$367,879	\$388,691	\$388,691	\$388,691
Materials & Services						
6000 Office Supplies	433	167	-	-	-	-
6001 Communications Services	89	-	-	-	-	-
6002 Travel/Training/Dues	2,269	3,333	6,790	10,075	10,075	10,075
6003 Postage	4	16	-	-	-	-
6004 Program Supplies/Materials	11,198	18,454	8,670	11,800	11,800	11,800
6005 Advertising/Promotion	-	71	-	-	-	-
6007 Printing	2,519	3,304	2,800	2,900	2,900	2,900
6100 Contractual Services	1,426	-	-	-	-	-
6101 Other Services	1,615	3,055	13,188	3,039	3,039	3,039
6300 Uniforms	246	252	1,128	650	650	650
6409 Computer Software	-	5,971	4,995	6,500	6,500	6,500
6410 Computer Hardware	850	7,713	4,175	-	-	-
6416 Equipment Maintenance	6,584	-	-	-	-	-
Total Materials & Services	\$27,233	\$42,336	\$41,746	\$34,964	\$34,964	\$34,964
Total	\$291,484	\$316,872	\$409,625	\$423,655	\$423,655	\$423,655



Professional Standards Unit

The Office of Professional Standards (OPS) is responsible for managing and updating Department policy and procedure. Staff members are also responsible for in-house human resource matters including recruiting, hiring, promoting, and pre-employment background investigations. OPS also leads the internal affairs process and review of community based complaints. In addition, OPS oversees the Training Division and quartermaster supply and procurement functions. Currently, OPS also oversees the Hillsboro Threat Assessment Team (HTAT).

Professional Standards Unit-10010055

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	209,152	213,279	293,545	405,183	405,183	405,183
5100 Overtime	707	-	-	-	-	-
5301 Med/Den/Vis Insurance	31,616	33,717	52,068	69,149	69,149	69,149
5303 PERS	26,710	34,348	47,227	79,959	79,959	79,959
5308 VEBA	4,183	4,262	5,872	8,105	8,105	8,105
5309 PERS Stabilization	6,355	-	-	-	-	-
5399 Other Benefits and Taxes	25,210	24,814	32,783	45,888	45,888	45,888
Total Personnel Services	\$303,933	\$310,420	\$431,495	\$608,284	\$608,284	\$608,284
Materials & Services						
6000 Office Supplies	209	133	1,000	500	500	500
6002 Travel/Training/Dues	5,754	5,714	7,875	12,140	12,140	12,140
6004 Program Supplies/Materials	4,886	7,045	-	6,000	6,000	6,000
6007 Printing	-	-	1,000	1,000	1,000	1,000
6100 Contractual Services	393	-	-	-	-	-
6101 Other Services	3,056	3,202	2,150	720	720	720
6300 Uniforms	-	-	-	125	125	125
6409 Computer Software	159	-	-	1,600	1,600	1,600
6410 Computer Hardware	-	-	300	-	-	-
Total Materials & Services	\$14,457	\$16,094	\$12,325	\$22,085	\$22,085	\$22,085
Total	\$318,390	\$326,514	\$443,820	\$630,369	\$630,369	\$630,369

Community Enhancement Team

Public safety education is the primary function of the Community Enhancement Team (CET), which is provided through Neighborhood Watch programs, landlord forums, loss prevention, safety fairs, and crime prevention through environmental design. They also provide instruction and education in an effort to build relationships and enhance the quality and livability of our community.

Community Enhancement Team-10010056

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	223,259	260,741	324,152	334,964	334,964	334,964
5010 Extra Labor	-	1,386	11,670	11,670	11,670	11,670
5100 Overtime	11,441	17,256	-	-	-	-
5301 Med/Den/Vis Insurance	57,686	68,236	85,725	83,715	83,715	83,715
5303 PERS	36,224	49,495	60,196	71,634	71,634	71,634
5308 VEBA	5,432	5,440	6,483	6,700	6,700	6,700
5309 PERS Stabilization	6,482	-	-	-	-	-
5399 Other Benefits and Taxes	28,972	28,148	30,429	31,762	31,762	31,762
Total Personnel Services	\$369,496	\$430,702	\$518,655	\$540,445	\$540,445	\$540,445
Materials & Services						
6000 Office Supplies	-	424	4,700	500	500	500
6002 Travel/Training/Dues	1,339	10,990	12,765	13,915	13,915	13,915
6003 Postage	-	2	-	-	-	-
6004 Program Supplies/Materials	47,662	30,845	34,010	39,360	39,360	39,360
6005 Advertising/Promotion	-	75	-	-	-	-
6007 Printing	78	-	450	500	500	500
6300 Uniforms	1,187	983	520	635	635	635
6410 Computer Hardware	657	-	1,975	90	90	90
Total Materials & Services	\$50,923	\$43,319	\$54,420	\$55,000	\$55,000	\$55,000
Total	\$420,419	\$474,021	\$573,075	\$595,445	\$595,445	\$595,445



Volunteer Services/Mediation

Provides opportunities for citizens to get involved in the community while learning more about Hillsboro Police Department. Volunteers are the fabric of the HPD and are trained in domestic violence intervention, graffiti abatement, and conflict management and communication skills. In 2016, volunteers contributed over 13,297 hours in support of HPD programs.

Mediation-10010058

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	202	-	-	-	-	-
6002 Travel/Training/Dues	-	131	-	1,750	1,750	1,750
6003 Postage	214	6	-	-	-	-
6004 Program Supplies/Materials	4,705	4,708	2,500	2,000	2,000	2,000
6300 Uniforms	-	-	-	125	125	125
Total Materials & Services	\$5,121	\$4,845	\$2,500	\$3,875	\$3,875	\$3,875
Total	\$5,121	\$4,845	\$2,500	\$3,875	\$3,875	\$3,875



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 the HPD with 68 budgeted officers that focus on community policing strategies. Interfacing with our community is a critical component of our mission in order to solve problems; therefore, partnering with both our citizens and business community helps create a solution based environment. HPD's commitment to community policing is reinforced through a new training philosophy; whereby, the goal is to not only train new officers in Oregon law but also apply the law as it relates to solving problems through skill development, resource awareness, and mediation techniques.

Patrol-10010500

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	5,732,105	6,148,943	6,329,346	6,620,920	6,620,920	6,696,920
5100 Overtime	368,607	430,425	-	-	-	-
5301 Med/Den/Vis Insurance	1,121,313	1,265,149	1,344,652	1,414,025	1,414,025	1,414,025
5303 PERS	983,788	1,252,153	1,224,944	1,483,642	1,483,642	1,483,642
5308 VEBA	125,776	124,603	126,602	132,434	132,434	132,434
5309 PERS Stabilization	186,548	-	-	-	-	-
5399 Other Benefits and Taxes	973,998	999,508	734,933	767,070	767,070	767,070
Total Personnel Services	\$9,492,135	\$10,220,781	\$9,760,477	\$10,418,091	\$10,418,091	\$10,494,091
Materials & Services						
6001 Communications Services	-	66	-	-	-	-
6002 Travel/Training/Dues	7,267	11,212	16,000	18,000	18,000	18,000
6003 Postage	8	24	-	-	-	-
6004 Program Supplies/Materials	25,057	34,037	3,900	4,150	4,150	4,150
6006 Tuition Reimbursement	920	766	-	-	-	-
6007 Printing	705	398	-	-	-	-
6100 Contractual Services	593	-	-	-	-	-
6101 Other Services	397	315	850	-	-	-
6300 Uniforms	56,341	36,046	-	-	-	-
6301 Safety Supplies	5,090	39,613	-	-	-	-
6410 Computer Hardware	-	164	-	334	334	334
Total Materials & Services	\$96,378	\$122,641	\$20,750	\$22,484	\$22,484	\$22,484
Total	\$9,588,513	\$10,343,422	\$9,781,227	\$10,440,575	\$10,440,575	\$10,516,575



Equipment

Overseen by the Office of Professional Standards & Training, equipment encompasses the purchases and inventory of all uniforms, safety supplies, firearms, and ammunition of each division in both West and East precincts. All items are maintained in an inventory management system and audited for proper distribution and purchasing processes.

Equipment-10010501

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	-	-	98,258	82,540	82,540	82,540
6101 Other Services	-	-	2,500	2,500	2,500	2,500
6300 Uniforms	-	104	43,455	45,035	45,035	45,035
6301 Safety Supplies	-	-	24,990	25,725	25,725	25,725
6416 Equipment Maintenance	-	-	-	3,500	3,500	3,500
Total Materials & Services	\$0	\$104	\$169,203	\$159,300	\$159,300	\$159,300
Total	\$0	\$104	\$169,203	\$159,300	\$159,300	\$159,300

K9

HPD maintains four 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	438,362	387,741	403,312	503,907	503,907	503,907
5100 Overtime	28,251	32,149	-	-	-	-
5301 Med/Den/Vis Insurance	89,280	81,640	90,761	111,622	111,622	111,622
5303 PERS	87,633	90,709	85,840	121,343	121,343	121,343
5308 VEBA	9,758	7,526	8,068	10,079	10,079	10,079
5309 PERS Stabilization	14,800	-	-	-	-	-
5399 Other Benefits and Taxes	84,385	66,340	47,510	57,898	57,898	57,898
Total Personnel Services	\$752,469	\$666,105	\$635,491	\$804,849	\$804,849	\$804,849
Materials & Services						
6002 Travel/Training/Dues	3,407	5,100	2,190	6,150	6,150	6,150
6003 Postage	8	-	-	-	-	-
6004 Program Supplies/Materials	9,929	17,542	16,791	26,140	26,140	26,140
6007 Printing	347	-	-	-	-	-
6100 Contractual Services	1,258	2,515	-	-	-	-
6101 Other Services	-	-	5,940	-	-	-
6300 Uniforms	481	519	-	-	-	-
Total Materials & Services	\$15,430	\$25,676	\$24,921	\$32,290	\$32,290	\$32,290
Total	\$767,899	\$691,781	\$660,412	\$837,139	\$837,139	\$837,139





Traffic

The Traffic team’s mission is to educate our community on safety in efforts to reduce traffic crashes. With a focus in community education, HPD has an average of issuing one citation for every three citizens stopped; therefore, two-thirds of the traffic stops are resulting in a warning as an attempt to educate rather than ticket. In addition to enforcing traffic laws and special details such as seatbelt safety, DUI reduction, and pedestrian safety education, the Traffic Team also provides motor officer assistance for many events around the metro area. The Traffic Team members also participate on the interagency Crash Reconstruction Team (CART). This team’s purpose is to investigate major traffic crashes, which in most cases involves a death or criminal wrongdoing.

Traffic-10010504

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	307,924	328,463	333,609	336,055	336,055	336,055
5100 Overtime	18,018	12,936	-	-	-	-
5301 Med/Den/Vis Insurance	62,425	65,205	67,045	69,104	69,104	69,104
5303 PERS	64,500	78,781	73,620	83,651	83,651	83,651
5308 VEBA	6,857	6,357	6,673	6,722	6,722	6,722
5309 PERS Stabilization	10,398	-	-	-	-	-
5399 Other Benefits and Taxes	58,696	55,780	38,618	38,925	38,925	38,925
Total Personnel Services	\$528,818	\$547,522	\$519,565	\$534,457	\$534,457	\$534,457
Materials & Services						
6002 Travel/Training/Dues	4,328	6,290	8,508	9,348	9,348	9,348
6004 Program Supplies/Materials	12,017	32,993	4,381	4,794	4,794	4,794
6007 Printing	51	-	-	-	-	-
6300 Uniforms	1,921	5,373	15,770	9,034	9,034	9,034
6301 Safety Supplies	16	-	8,295	2,675	2,675	2,675
Total Materials & Services	\$18,333	\$44,656	\$36,954	\$25,851	\$25,851	\$25,851
Total	\$547,151	\$592,178	\$556,519	\$560,308	\$560,308	\$560,308



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.

Parking Enforcement-10010506

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	65,534	82,714	86,358	90,341	90,341	90,341
5100 Overtime	147	-	1,500	1,538	1,538	1,538
5301 Med/Den/Vis Insurance	26,481	33,512	33,612	33,504	33,504	33,504
5303 PERS	9,018	16,030	16,828	20,065	20,065	20,065
5308 VEBA	1,730	1,794	1,727	1,807	1,807	1,807
5309 PERS Stabilization	1,485	-	-	-	-	-
5399 Other Benefits and Taxes	7,229	9,216	9,974	10,464	10,464	10,464
Total Personnel Services	\$111,624	\$143,266	\$149,999	\$157,719	\$157,719	\$157,719
Materials & Services						
6000 Office Supplies	7	-	-	-	-	-
6002 Travel/Training/Dues	299	-	-	250	250	250
6004 Program Supplies/Materials	1,243	302	1,850	1,700	1,700	1,700
6007 Printing	34	571	-	-	-	-
6300 Uniforms	559	200	500	550	550	550
6301 Safety Supplies	730	732	-	-	-	-
Total Materials & Services	\$2,872	\$1,805	\$2,350	\$2,500	\$2,500	\$2,500
Total	\$114,496	\$145,071	\$152,349	\$160,219	\$160,219	\$160,219



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	-	-	200	200	200	200
6002 Travel/Training/Dues	623	2,738	6,400	1,000	1,000	1,000
6004 Program Supplies/Materials	6,460	5,069	7,450	15,668	15,668	15,668
6007 Printing	34	-	-	-	-	-
6100 Contractual Services	6,737	400	-	-	-	-
6101 Other Services	1,675	-	-	-	-	-
6300 Uniforms	1,445	249	-	-	-	-
6301 Safety Supplies	2,910	-	-	-	-	-
Total Materials & Services	\$19,884	\$8,456	\$14,050	\$16,868	\$16,868	\$16,868
Total	\$19,884	\$8,456	\$14,050	\$16,868	\$16,868	\$16,868



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 timely response to citizen complaints of neighborhood issues. The Parks Patrol officer works specifically in neighborhood parks to promote safety and enhance livability issues.

PD Code Enforcement-10010509

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	409,401	370,960	421,402	441,151	441,151	441,151
5100 Overtime	931	1,395	-	-	-	-
5301 Med/Den/Vis Insurance	112,349	97,583	127,761	128,329	128,329	128,329
5303 PERS	68,825	71,903	82,386	91,451	91,451	91,451
5308 VEBA	10,214	7,738	8,430	8,825	8,825	8,825
5309 PERS Stabilization	12,378	-	-	-	-	-
5399 Other Benefits and Taxes	48,483	45,075	50,535	52,328	52,328	52,328
Total Personnel Services	\$662,581	\$594,654	\$690,514	\$722,084	\$722,084	\$722,084
Materials & Services						
6002 Travel/Training/Dues	6,983	4,054	4,150	5,815	5,815	5,815
6003 Postage	-	1	-	-	-	-
6004 Program Supplies/Materials	989	2,886	3,424	2,235	2,235	2,235
6007 Printing	287	399	-	-	-	-
6101 Other Services	-	-	445	450	450	450
6300 Uniforms	135	863	7,440	2,240	2,240	2,240
Total Materials & Services	\$8,394	\$8,203	\$15,459	\$10,740	\$10,740	\$10,740
Total	\$670,975	\$602,857	\$705,973	\$732,824	\$732,824	\$732,824





Operational Support/Investigations

Conducts in-depth follow up of felonious events and other significant occurrences in the community. This Division works closely with the Patrol Division and the District Attorney’s office. Investigators are committed to education and enforcing family and Child Abuse laws for a safer community.

Operational Support-10010550

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,501,034	1,588,396	1,838,417	2,027,299	2,027,299	2,027,299
5100 Overtime	83,494	79,035	-	-	-	-
5301 Med/Den/Vis Insurance	300,871	328,350	381,369	419,123	419,123	419,123
5303 PERS	272,700	336,137	361,960	454,330	454,330	454,330
5308 VEBA	32,934	31,047	36,771	40,548	40,548	40,548
5309 PERS Stabilization	49,321	-	-	-	-	-
5399 Other Benefits and Taxes	228,277	229,506	204,122	225,495	225,495	225,495
Total Personnel Services	\$2,468,631	\$2,592,471	\$2,822,639	\$3,166,795	\$3,166,795	\$3,166,795
Materials & Services						
6000 Office Supplies	905	910	2,000	1,000	1,000	1,000
6002 Travel/Training/Dues	15,966	21,482	10,800	14,950	14,950	14,950
6004 Program Supplies/Materials	1,760	2,715	4,530	5,130	5,130	5,130
6006 Tuition Reimbursement	1,288	1,344	-	-	-	-
6007 Printing	206	-	-	-	-	-
6101 Other Services	1,679	8,043	20,000	21,800	21,800	21,800
6300 Uniforms	391	523	1,000	-	-	-
6409 Computer Software	-	80	-	-	-	-
Total Materials & Services	\$22,195	\$35,097	\$38,330	\$42,880	\$42,880	\$42,880
Total	\$2,490,826	\$2,627,568	\$2,860,969	\$3,209,675	\$3,209,675	\$3,209,675

Street Crimes

An arm of Investigations, Street Crimes works closely with Patrol as well. The Street Crimes Officers have 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	356,053	349,481	351,004	-	-	-
5100 Overtime	48,347	41,250	-	-	-	-
5301 Med/Den/Vis Insurance	67,618	67,608	70,523	-	-	-
5303 PERS	62,989	73,603	66,016	-	-	-
5308 VEBA	7,645	6,816	7,020	-	-	-
5309 PERS Stabilization	12,186	-	-	-	-	-
5399 Other Benefits and Taxes	56,427	55,684	39,624	-	-	-
Total Personnel Services	\$611,265	\$594,442	\$534,187	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	10	-	-	-	-	-
6002 Travel/Training/Dues	6,239	7,890	3,900	-	-	-
6004 Program Supplies/Materials	1,724	411	1,825	-	-	-
6007 Printing	-	-	200	-	-	-
6101 Other Services	5	137	-	-	-	-
6300 Uniforms	99	548	500	-	-	-
6409 Computer Software	1,988	1,709	1,960	-	-	-
Total Materials & Services	\$10,065	\$10,695	\$8,385	\$0	\$0	\$0
Total	\$621,330	\$605,137	\$542,572	\$0	\$0	\$0

Bike Team

Bike Team-10010553

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6002 Travel/Training/Dues	-	-	-	1,000	1,000	1,000
6003 Postage	2	-	-	-	-	-
6004 Program Supplies/Materials	15	1,395	3,200	1,200	1,200	1,200
6300 Uniforms	-	-	400	300	300	300
Total Materials & Services	\$17	\$1,395	\$3,600	\$2,500	\$2,500	\$2,500
Total	\$17	\$1,395	\$3,600	\$2,500	\$2,500	\$2,500



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 provide mentorship to the youth in the community. The Hillsboro Police Youth Services Unit engages students in the Hillsboro School District in prevention, education, mentoring and coaching in a proactive effort to reduce truancy and delinquency.

Youth Services-10010554

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	665,890	705,197	696,117	695,114	695,114	695,114
5100 Overtime	13,612	34,554	-	-	-	-
5301 Med/Den/Vis Insurance	125,304	131,618	137,703	142,895	142,895	142,895
5303 PERS	123,239	161,433	147,287	167,210	167,210	167,210
5308 VEBA	14,252	13,105	13,923	13,903	13,903	13,903
5309 PERS Stabilization	21,084	-	-	-	-	-
5399 Other Benefits and Taxes	92,104	105,541	79,594	79,551	79,551	79,551
Total Personnel Services	\$1,055,485	\$1,151,448	\$1,074,624	\$1,098,673	\$1,098,673	\$1,098,673
Materials & Services						
6000 Office Supplies	-	7	-	-	-	-
6002 Travel/Training/Dues	5,742	3,690	4,842	7,144	7,144	7,144
6004 Program Supplies/Materials	1,233	2,846	3,500	3,750	3,750	3,750
6007 Printing	-	-	200	200	200	200
6300 Uniforms	215	903	240	320	320	320
Total Materials & Services	\$7,190	\$7,446	\$8,782	\$11,414	\$11,414	\$11,414
Total	\$1,062,675	\$1,158,894	\$1,083,406	\$1,110,087	\$1,110,087	\$1,110,087

Tri-Met Transit Police

Transit Police is an inter-agency funded team staffed by officers from the Westside Portland Metro areas. Like their counterparts on the East Side of Portland, officers focus on community policing strategies to provide safety and security at all buses and light rail stations within Washington County. The team's responsibilities include random sweeps of trains and buses in search for explosives, suspicious packages, and criminal or suspicious behavior. Additionally, they are responsible for educating the public on the use of the transit system and all Tri-Met related issues. The West Side Transit Team is housed at the Hillsboro Police Department's Tanasbourne Precinct and has been since its conception.

Tri-Met Team-10010555

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	248,645	296,374	335,192	347,989	347,989	347,989
5100 Overtime	28,436	33,319	-	-	-	-
5301 Med/Den/Vis Insurance	47,519	59,276	70,523	71,380	71,380	71,380
5303 PERS	42,710	62,625	64,695	77,956	77,956	77,956
5308 VEBA	5,506	5,998	6,705	6,961	6,961	6,961
5309 PERS Stabilization	8,338	-	-	-	-	-
5399 Other Benefits and Taxes	32,282	42,856	38,794	40,729	40,729	40,729
Total Personnel Services	\$413,436	\$500,448	\$515,909	\$545,015	\$545,015	\$545,015
Materials & Services						
6000 Office Supplies	-	24	-	-	-	-
6002 Travel/Training/Dues	1,567	-	-	1,000	1,000	1,000
6004 Program Supplies/Materials	-	390	400	-	-	-
6006 Tuition Reimbursement	840	-	-	-	-	-
6300 Uniforms	189	-	400	-	-	-
Total Materials & Services	\$2,596	\$414	\$800	\$1,000	\$1,000	\$1,000
Total	\$416,032	\$500,862	\$516,709	\$546,015	\$546,015	\$546,015



Westside Interagency Narcotics

The Westside Interagency Narcotics (WIN) 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	80,298	82,981	84,361	86,470	86,470	86,470
5100 Overtime	34,279	25,239	-	-	-	-
5301 Med/Den/Vis Insurance	15,686	16,566	16,761	16,707	16,707	16,707
5303 PERS	19,009	21,623	16,830	19,317	19,317	19,317
5308 VEBA	1,760	1,589	1,687	1,729	1,729	1,729
5309 PERS Stabilization	3,443	-	-	-	-	-
5399 Other Benefits and Taxes	15,295	15,172	9,529	9,771	9,771	9,771
Total Personnel Services	\$169,770	\$163,170	\$129,168	\$133,994	\$133,994	\$133,994
Materials & Services						
6002 Travel/Training/Dues	-	-	1,000	750	750	750
6004 Program Supplies/Materials	1,175	-	5,700	250	250	250
6007 Printing	45	-	-	-	-	-
Total Materials & Services	\$1,220	\$0	\$6,700	\$1,000	\$1,000	\$1,000
Total	\$170,990	\$163,170	\$135,868	\$134,994	\$134,994	\$134,994

Interagency Gang Enforcement Team

The Interagency Gang Enforcement Team (IGET) 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	171,932	185,443	186,117	190,770	190,770	190,770
5100 Overtime	18,049	37,083	-	-	-	-
5301 Med/Den/Vis Insurance	30,276	33,407	35,261	35,690	35,690	35,690
5303 PERS	30,317	42,167	34,939	42,655	42,655	42,655
5308 VEBA	3,591	3,630	3,723	3,815	3,815	3,815
5309 PERS Stabilization	6,044	-	-	-	-	-
5399 Other Benefits and Taxes	28,044	29,014	21,534	21,537	21,537	21,537
Total Personnel Services	\$288,253	\$330,744	\$281,574	\$294,467	\$294,467	\$294,467
Materials & Services						
6002 Travel/Training/Dues	3,443	5,052	5,300	3,700	3,700	3,700
6004 Program Supplies/Materials	754	515	-	350	350	350
6007 Printing	-	225	-	-	-	-
6101 Other Services	-	249	-	-	-	-
6300 Uniforms	278	741	1,600	1,036	1,036	1,036
Total Materials & Services	\$4,475	\$6,782	\$6,900	\$5,086	\$5,086	\$5,086
Total	\$292,728	\$337,526	\$288,474	\$299,553	\$299,553	\$299,553



Police Forfeiture

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

Police Forfeiture-10510008

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6604 Federal Forfeiture	-	552	42,500	55,000	55,000	55,000
6605 State Forfeitures	-	-	31,000	33,500	33,500	33,500
Total Materials & Services	\$0	\$552	\$73,500	\$88,500	\$88,500	\$88,500
Unapprop Fund Bal						
8500 Unapprop Fund Balance	79,634	80,857	-	-	-	-
Total Unapprop Fund Bal	\$79,634	\$80,857	\$0	\$0	\$0	\$0
Total	\$79,634	\$81,409	\$73,500	\$88,500	\$88,500	\$88,500

Cadets

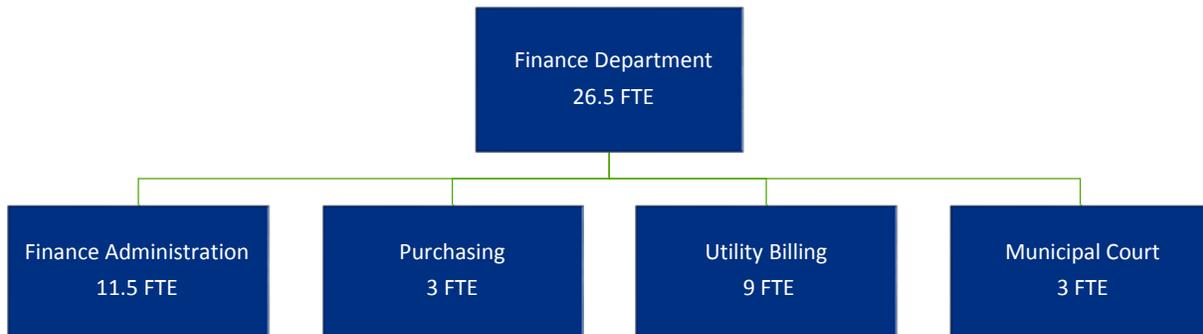
This fund accounts for the revenues and expenses for the Police Cadet Program. In FY 1999-00, the City received a large donation from the Tongue Estate to expand the existing cadet program and to create a scholarship program for cadets planning to study criminal justice.

Cadets-11010508

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5005 Salaries - Part-Time	-	-	10,519	10,782	10,782	10,782
5100 Overtime	22,737	16,057	20,000	20,500	20,500	20,500
5301 Med/Den/Vis Insurance	3,575	2,435	-	-	-	-
5303 PERS	4,170	3,537	3,435	5,111	5,111	5,111
5308 VEBA	34	-	-	-	-	-
5309 PERS Stabilization	682	-	-	-	-	-
5310 Accrued Payroll Expense	-	200	-	-	-	-
5399 Other Benefits and Taxes	2,277	1,624	2,618	3,646	3,646	3,646
Total Personnel Services	\$33,475	\$23,853	\$36,572	\$40,039	\$40,039	\$40,039
Materials & Services						
6000 Office Supplies	-	16	-	-	-	-
6002 Travel/Training/Dues	5,691	9,681	9,000	9,000	9,000	9,000
6003 Postage	61	58	-	-	-	-
6004 Program Supplies/Materials	10,983	8,198	9,000	9,000	9,000	9,000
6005 Advertising/Promotion	-	-	500	500	500	500
6300 Uniforms	3,556	1,958	12,000	12,000	12,000	12,000
6301 Safety Supplies	-	-	1,200	1,200	1,200	1,200
Total Materials & Services	\$20,291	\$19,911	\$31,700	\$31,700	\$31,700	\$31,700
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	1,248,841	1,212,609	1,038,728	996,011	996,011	996,011
Total Unapprop Fund Bal	\$1,248,841	\$1,212,609	\$1,038,728	\$996,011	\$996,011	\$996,011
Total	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	\$1,167,750	\$1,167,750

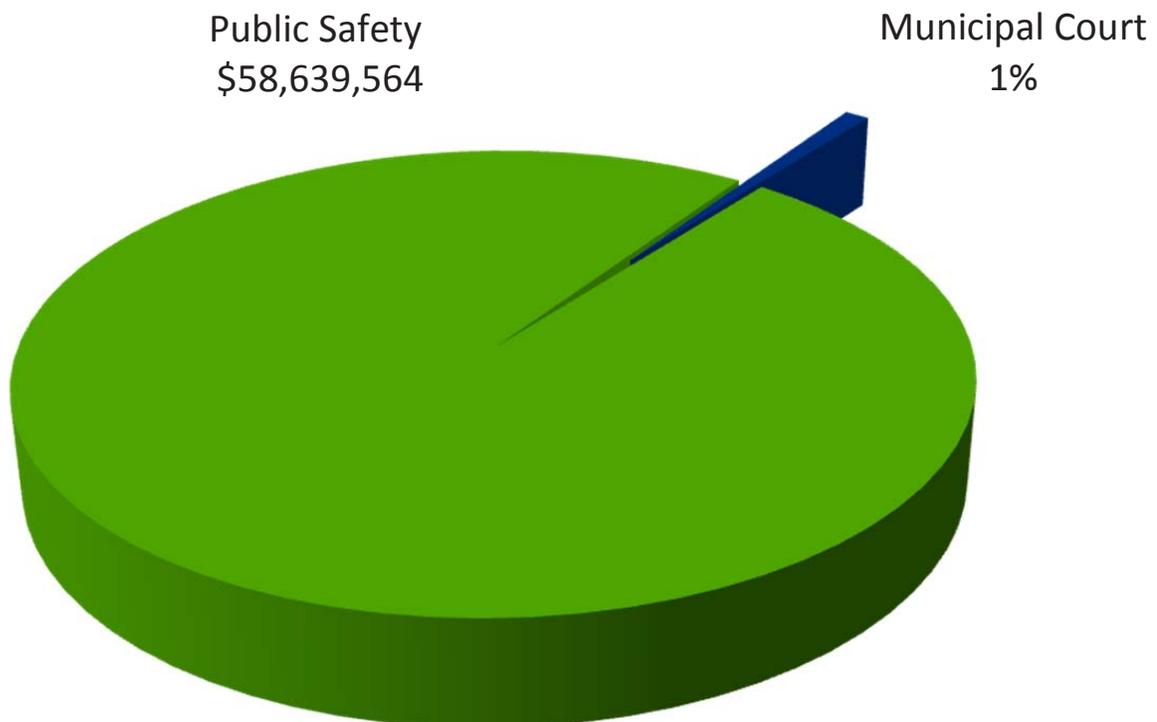
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Municipal Court



Municipal Court Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Finance Supervisor	1.0	1.0	1.0	27	\$ 62,640	\$ 82,429
Finance Technician	2.0	2.0	2.0	19	45,770	60,230
Total:	3.0	3.0	3.0			



Municipal Court

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 to the public and is not considered a support service. The Municipal Court handles approximately 6,000 traffic cases, 125 City ordinance violations and 4,000 parking citations per year.

Municipal Court-10034600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	176,114	186,576	195,936	203,293	203,293	203,293
5005 Salaries - Part-Time	30,214	31,202	36,634	37,550	37,550	37,550
5301 Med/Den/Vis Insurance	46,630	49,356	50,284	50,121	50,121	50,121
5303 PERS	19,848	26,586	31,451	35,034	35,034	35,034
5308 VEBA	3,494	3,700	3,919	4,066	4,066	4,066
5309 PERS Stabilization	5,284	-	-	-	-	-
5310 Accrued Payroll Expense	-	2,300	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	18,096	19,066	20,642	22,547	22,547	22,547
Total Personnel Services	\$299,680	\$318,786	\$338,866	\$353,611	\$353,611	\$353,611
Materials & Services						
6000 Office Supplies	4,122	5,341	6,000	6,000	6,000	6,000
6001 Communications Services	512	523	700	750	750	750
6002 Travel/Training/Dues	935	2,165	3,500	3,500	3,500	3,500
6003 Postage	2,574	2,653	2,650	3,000	3,000	3,000
6007 Printing	79	628	200	300	300	300
6100 Contractual Services	15,303	22,073	25,000	25,000	25,000	25,000
6101 Other Services	169	527	350	350	350	350
Total Materials & Services	\$23,694	\$33,910	\$38,400	\$38,900	\$38,900	\$38,900
Special Payments						
8008 Facilities Depreciation	10,168	11,099	12,251	11,964	11,964	11,964
8009 Support Services Charge	95,738	102,480	118,627	127,611	127,611	127,611
8010 Equipment Depreciation	4,259	4,259	5,021	4,869	4,869	4,869
8011 Facilities Charge	46,027	47,559	50,151	51,249	51,249	51,249
Total Special Payments	\$156,192	\$165,397	\$186,050	\$195,693	\$195,693	\$195,693
Total	\$479,566	\$518,093	\$563,316	\$588,204	\$588,204	\$588,204

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Fire Department

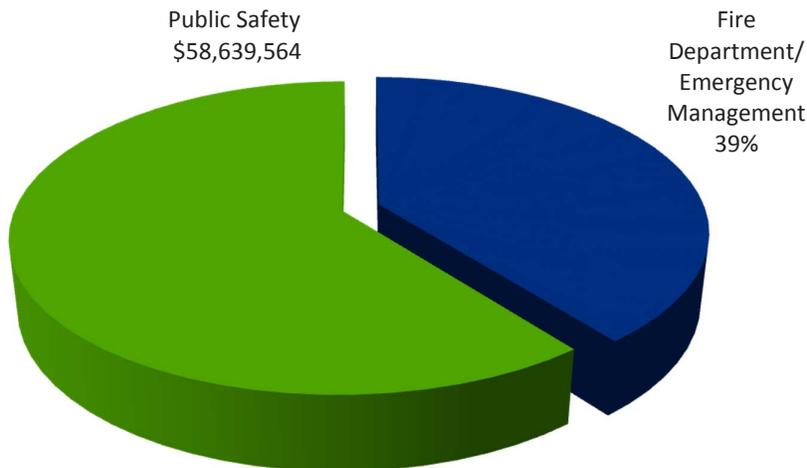


Fire Department Description

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 2016, we responded to over 10,000 calls for help.

The Hillsboro Fire Department serves the community with 118 full-time employees including a chaplain. Each of our five fire stations are strategically located to minimize travel time within the City of Hillsboro. Organizationally we are comprised of seven divisions: Administration, Operations, 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.

On a local, regional, and statewide basis, Hillsboro Fire Department continues to participate and support fire safety and emergency services programs and initiatives such as Community Emergency Response Teams (CERT), Oregon State Fire Marshal’s Office Incident Management Teams (IMT), Oregon Department of Public Safety Standards and Training (DPSST), Oregon Safe Kids, Metro Area Fire Investigation Team (MFIT), Washington County Emergency Management, Washington County Fire Defense Board, Washington County EMS, Washington County Fire Training Association, Random Acts of Kindness, Technical Rescue Teams, public automated external defibrillators (AEDs), and Hillsboro School District High School CPR Program.



Our Mission and Goals

The City of Hillsboro Fire Department men and women are dedicated to our mission “To respond to the needs of the community while demonstrating 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 maintenance and improvements in service delivery levels to the citizens of Hillsboro, through the areas of EMS, operations, and prevention. These goals include planning for a Fire Training facility, the addition of new fire and EMS equipment and additional firefighters in suppression. Expand our Public Education platform with Fire Corps volunteers and interns.

Outcomes/Accomplishments

- The addition of a new Engine to our fleet in May of 2017.
- Purchase and preliminary implementation of the Lexipol Policy Management program, which was 50% funded by City/County Insurance Services (CCIS).
- Completion of four Recruit Training Companies.
- Hillsboro Fire, through a partnership with Hillsboro School District has trained several hundred middle school students in the use of Hands Only CPR.
- Majority completion of the City's Emergency Operations Center at Cherry Lane Fire Station.

Budget Highlights for FY 2017-18

For FY 2017-18 the Hillsboro Fire Department budget strives to meet current service levels and retain emergency response times at internationally recognized standards.

- Look at future station locations and work with City Transportation Planners to improve our response times to meet the standards in the future.
- Strive to increase daily staffing to meet current and projected increases in call for service demands, with the addition of 6 new firefighters to the organization.
- Fund the City of Hillsboro's membership in the Regional Disaster Preparedness Organization (RDPO), allowing multiple departments the opportunity to participate in and vote on matters that affect the Portland Metro Area.
- Expand and grow our presence in the Emergency Medical Services (EMS) Community within Washington County.
- Allow the City to join the Washington County Emergency Management Cooperative (EMC), which is essential to community planning, mitigation, response, and recovery efforts.
- Work to complete the Fire Training Facility.

Key Service Workload Indicators

STATISTICAL SUMMARY	2014	2015	2016
Emergency Incident Responses	9,532	10,655	10,716
Emergency Medical Responses	5,058	6,542	6,458
Emergency Medical Patients Treated	4,025	4,335	4,251
Motor Vehicle Crash Responses	597	634	674
Fires Extinguished	322	367	339
Hazardous Materials Responses	66	49	54
Public Fire Education Staff Hours	1,440	726	1,014
Community Public Fire Safety Events	216	146	131
Fire Prevention Activity Staff Hours	1,511	3,190	2,443
Fire & Life Safety Inspections	1,649	1,747	1,441
Average Daily Operations Staffing	21.35	21.6	21.2
Training Hours	10,354	10,957	12,675



Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Anticipate and prepare for change and its potential opportunities and challenges (CWSP 2)	Minimize the risk of fires or other hazardous events occurring in Hillsboro, both in current structures and in new construction	Number of completed fire inspections	1,331	1,388	1,542	1,700	1,700
Maximize operational efficiency and effectiveness across all departments (CWSP 3)	Reach at least 75% of all Code 3 incidents within four minutes	Percentage of Code 3 incidents reached within four minutes	74%	74%	71%	75%	75%
Nurture a culture of trust and engagement with all Hillsboro residents and community partners (CWSP 4)	Reach as many Hillsboro residents as possible through Fire Public Education events	Number of Hillsboro residents reached through Fire Education events	8,483	12,624	8,893	14,000	15,000
Ensure city services are responsive, equitable and accessible (CWSP 5)	Place AEDs in all Police cars and Fire staff vehicles as well as in publicly-accessible locations	Number of AEDs placed in Police cars, Fire staff vehicles, and publicly-accessible City locations	53	76	90	92	95



Fire Department Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Fund Revenues	18,482,604	19,353,037	21,057,975	23,071,778	2,013,803	10%	100%
Charges for Services	155,209	352,881	73,076	30,000	(43,076)	-59%	0%
Miscellaneous	19,137	2,499	2,500	2,500	-	0%	0%
Total:	\$ 18,656,950	\$ 19,708,417	\$ 21,133,551	\$ 23,104,278	\$ 1,970,727	9%	100%

Budget by Category

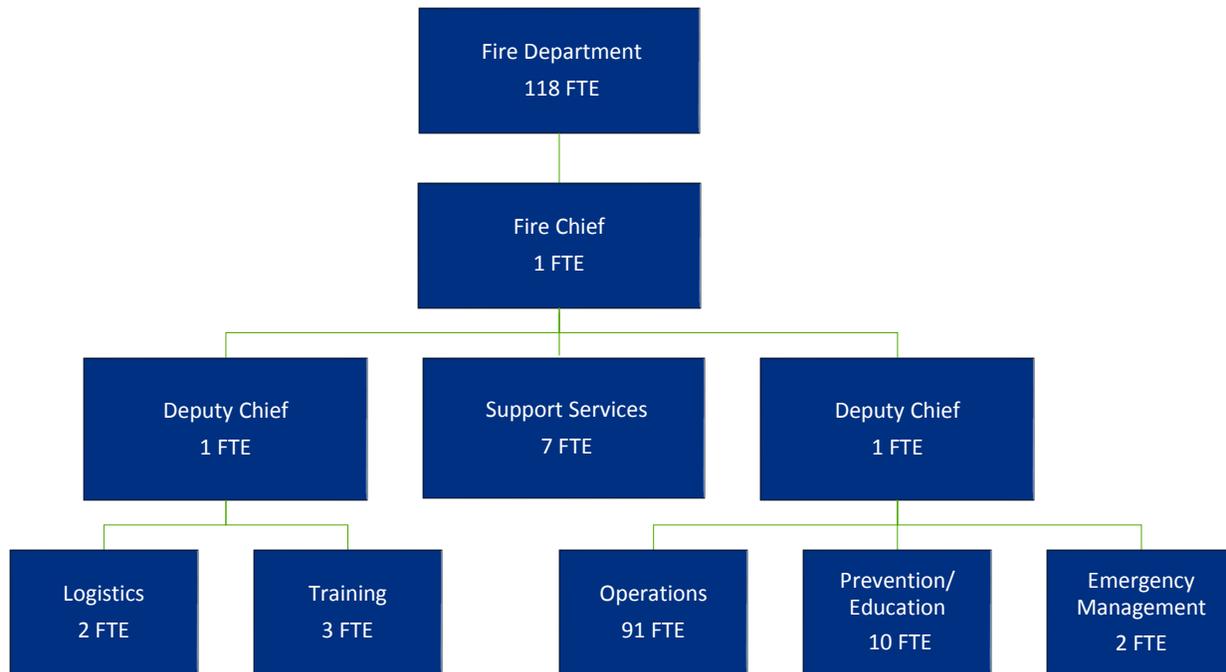
Personnel Services	14,865,260	15,672,641	16,644,812	17,861,767	1,216,955	7%	77%
Materials & Services	1,394,688	1,503,599	1,593,119	1,664,607	71,488	4%	7%
Capital Outlay	-	-	-	475,000	475,000	0%	2%
Special Payments	2,397,002	2,532,177	2,895,620	3,102,904	207,284	7%	13%
Total:	\$ 18,656,950	\$ 19,708,417	\$ 21,133,551	\$ 23,104,278	\$ 1,970,727	9%	100%

Budget by Org

Fire Administration	3,210,137	3,370,618	4,038,724	4,197,607	158,883	4%	18%
Fire Community Education	473,249	468,092	503,190	511,645	8,455	2%	2%
Fire Logistics	1,021,406	1,054,903	1,092,172	1,750,134	657,962	60%	8%
Fire Operations	12,115,433	12,905,966	13,194,102	14,326,346	1,132,244	9%	62%
Volunteer Station	7,653	5,134	23,546	24,156	610	3%	0%
Fire Training	488,460	509,827	564,080	553,156	(10,924)	-2%	2%
Emergency Medical Services	217,475	233,332	280,889	295,962	15,073	5%	1%
Occupational Health	17,975	17,425	34,285	36,510	2,225	6%	0%
Fire Prevention Administration	9,098	7,439	11,555	11,555	-	0%	0%
Fire Code Enforcement	847,856	858,487	1,089,387	1,078,739	(10,648)	-1%	5%
Emergency Management	248,208	277,194	301,621	318,468	16,847	6%	1%
Total:	\$ 18,656,950	\$ 19,708,417	\$ 21,133,551	\$ 23,104,278	\$ 1,970,727	9%	100%

Budget by Fund

General Fund (100)	18,408,742	19,431,223	20,831,930	22,785,810	1,953,880	9%	99%
Support Services Fund (700)	248,208	277,194	301,621	318,468	16,847	6%	1%
Total:	\$ 18,656,950	\$ 19,708,417	\$ 21,133,551	\$ 23,104,278	\$ 1,970,727	9%	100%



Fire Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Fire Chief	1.0	1.0	1.0	43	\$ 117,323	\$ 154,390
Deputy Fire Chief	2.0	2.0	2.0	39	100,289	131,973
Fire Division Chief	2.0	2.0	3.0	37	92,722	122,017
Senior Program Manager	0.0	0.0	1.0	36	89,156	117,323
Fire Community Outreach Manager	1.0	1.0	0.0	35	85,727	112,810
Program and Support Manager	1.0	1.0	0.0	32	76,211	100,289
Fire Prevention Specialist	1.0	1.0	1.0	25	57,914	76,211
Crisis Intervention Officer/Chaplain	1.0	1.0	1.0	25	57,914	76,211
Administrative Support Supervisor	1.0	1.0	1.0	25	57,914	76,211
Management Specialist	1.0	1.0	1.0	22	51,486	67,752
Administrative Support Specialist	4.0	4.0	4.0	17	42,318	55,686
Battalion Chief	3.0	3.0	4.0	Contract	92,722	122,017
Fire Training Officer	0.0	1.0	1.0	Contract	82,008	103,752
EMS Training Officer	1.0	1.0	1.0	Contract	82,008	103,752
Fire Inspector II	7.0	7.0	7.0	Contract	81,252	102,780
Fire Lieutenant	22.0	21.0	21.0	Contract	81,624	93,660
Fire Engineer	18.0	21.0	21.0	Contract	71,400	86,640
Firefighter	39.0	39.0	45.0	Contract	60,780	82,320
Fire Logistics Technician	1.0	1.0	1.0	Contract	49,313	62,951
Total:	106.0	109.0	116.0			

Emergency Management Full Time Equivalent (FTE) Positions

Emergency Program Manager	1.0	1.0	1.0	32	76,211	100,289
Volunteer Services Coordinator	1.0	1.0	1.0	23	53,545	70,461
Total:	2.0	2.0	2.0			

Fire Administration

The Fire Administration 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	529,345	478,729	627,460	674,428	674,428	674,428
5010 Extra Labor	-	57	18,000	18,000	18,000	18,000
5100 Overtime	21,471	26,394	30,500	31,263	31,263	31,263
5301 Med/Den/Vis Insurance	94,642	79,571	118,435	120,835	120,835	120,835
5303 PERS	59,754	65,890	74,959	117,235	117,235	117,235
5308 VEBA	10,549	9,425	11,550	13,491	13,491	13,491
5309 PERS Stabilization	16,584	-	-	-	-	-
5310 Accrued Payroll Expense	-	106,200	172,700	14,000	14,000	14,000
5399 Other Benefits and Taxes	51,782	46,738	57,725	72,926	72,926	72,926
Total Personnel Services	\$784,127	\$813,004	\$1,111,329	\$1,062,178	\$1,062,178	\$1,062,178
Materials & Services						
6000 Office Supplies	19,520	13,919	18,000	18,000	18,000	18,000
6003 Postage	598	967	1,000	1,000	1,000	1,000
6004 Program Supplies/Materials	2,005	4,703	5,000	5,000	5,000	5,000
6405 Recruitment Expense	3,638	2,183	750	1,500	1,500	1,500
6409 Computer Software	1,015	1,716	5,200	5,200	5,200	5,200
6410 Computer Hardware	2,232	1,949	1,825	1,825	1,825	1,825
Total Materials & Services	\$29,008	\$25,437	\$31,775	\$32,525	\$32,525	\$32,525
Special Payments						
8008 Facilities Depreciation	81,732	83,375	96,143	93,832	93,832	93,832
8009 Support Services Charge	1,579,797	1,697,528	2,011,068	2,212,988	2,212,988	2,212,988
8010 Equipment Depreciation	70,891	70,891	85,124	84,437	84,437	84,437
8011 Facilities Charge	317,994	324,120	393,571	401,933	401,933	401,933
8024 Fleet Services Charge	346,588	356,263	309,714	309,714	309,714	309,714
Total Special Payments	\$2,397,002	\$2,532,177	\$2,895,620	\$3,102,904	\$3,102,904	\$3,102,904
Total	\$3,210,137	\$3,370,618	\$4,038,724	\$4,197,607	\$4,197,607	\$4,197,607



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	288,611	284,995	300,050	301,032	301,032	301,032
5301 Med/Den/Vis Insurance	62,530	63,017	68,512	68,897	68,897	68,897
5303 PERS	27,918	34,282	36,650	43,648	43,648	43,648
5308 VEBA	5,772	5,700	6,003	6,023	6,023	6,023
5309 PERS Stabilization	8,739	-	-	-	-	-
5399 Other Benefits and Taxes	30,171	29,911	31,860	31,930	31,930	31,930
Total Personnel Services	\$423,741	\$417,905	\$443,075	\$451,530	\$451,530	\$451,530
Materials & Services						
6004 Program Supplies/Materials	10,640	13,780	16,240	16,240	16,240	16,240
6005 Advertising/Promotion	10,128	8,772	12,000	12,000	12,000	12,000
6100 Contractual Services	28,740	27,635	31,875	31,875	31,875	31,875
Total Materials & Services	\$49,508	\$50,187	\$60,115	\$60,115	\$60,115	\$60,115
Total	\$473,249	\$468,092	\$503,190	\$511,645	\$511,645	\$511,645



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	173,575	162,274	181,992	254,293	254,293	254,293
5100 Overtime	915	-	5,000	5,125	5,125	5,125
5301 Med/Den/Vis Insurance	29,704	27,802	35,306	35,483	35,483	35,483
5303 PERS	19,184	22,327	26,000	40,385	40,385	40,385
5308 VEBA	3,471	3,245	3,640	5,087	5,087	5,087
5309 PERS Stabilization	5,249	-	-	-	-	-
5399 Other Benefits and Taxes	16,791	14,962	18,520	26,409	26,409	26,409
Total Personnel Services	\$248,889	\$230,610	\$270,458	\$366,782	\$366,782	\$366,782
Materials & Services						
6001 Communications Services	54,950	59,469	60,000	60,000	60,000	60,000
6100 Contractual Services	457,093	450,261	460,553	493,241	493,241	493,241
6102 Maintenance Contracts	2,314	-	-	-	-	-
6200 Fuel/Oil	80,582	62,580	122,606	122,606	122,606	122,606
6202 Vehicle Equipment	24,341	41,223	20,000	20,000	20,000	20,000
6300 Uniforms	48,954	64,788	73,000	77,700	77,700	77,700
6402 Maintenance Supplies	54,099	58,444	40,555	40,555	40,555	40,555
6403 Small Tools and Equipment	16,865	9,197	5,000	50,000	50,000	50,000
6411 Communications Equipment	22,036	72,146	25,000	25,000	25,000	25,000
6416 Equipment Maintenance	11,283	6,185	15,000	19,250	19,250	19,250
Total Materials & Services	\$772,517	\$824,293	\$821,714	\$908,352	\$908,352	\$908,352
Capital Outlay						
7015 Apparatus and Equipment	-	-	-	475,000	475,000	475,000
Total Capital Outlay	\$0	\$0	\$0	\$475,000	\$475,000	\$475,000
Total	\$1,021,406	\$1,054,903	\$1,092,172	\$1,750,134	\$1,750,134	\$1,750,134



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	7,008,230	7,219,113	7,503,934	8,136,969	8,136,969	8,136,969
5100 Overtime	1,249,344	1,526,132	1,290,876	1,278,995	1,278,995	1,278,995
5301 Med/Den/Vis Insurance	1,253,457	1,353,355	1,470,633	1,603,219	1,603,219	1,603,219
5303 PERS	984,747	1,328,562	1,331,007	1,704,457	1,704,457	1,704,457
5308 VEBA	131,829	134,578	150,082	162,739	162,739	162,739
5309 PERS Stabilization	250,679	-	-	-	-	-
5399 Other Benefits and Taxes	990,915	1,070,226	1,158,220	1,179,442	1,179,442	1,179,442
Total Personnel Services	\$11,869,201	\$12,631,966	\$12,904,752	\$14,065,821	\$14,065,821	\$14,065,821
Materials & Services						
6004 Program Supplies/Materials	281	1,171	-	-	-	-
6055 Fire Meal Reimbursement	92,180	102,480	105,850	116,800	116,800	116,800
6403 Small Tools and Equipment	54,801	52,127	45,000	-	-	-
6416 Equipment Maintenance	183	211	4,250	-	-	-
6419 Personal Protective Equipment	80,492	91,796	102,750	110,000	110,000	110,000
6420 SCBA	18,295	26,215	31,500	33,725	33,725	33,725
Total Materials & Services	\$246,232	\$274,000	\$289,350	\$260,525	\$260,525	\$260,525
Total	\$12,115,433	\$12,905,966	\$13,194,102	\$14,326,346	\$14,326,346	\$14,326,346



Fire Volunteers - Fire Corps

The Hillsboro Fire Department volunteer firefighter program has been around for decades. Over the last year, we changed the focus of the program from one of combative firefighting to one more focused on public education and fire prevention. We are excited about our new Fire Corps program and the opportunities it brings to provide increased fire prevention/public safety education to the public. In addition to the Fire Corps program, we have a nationally recognized Fire Chaplaincy program that is also operated with the help of volunteers.

Volunteer Station-10012209

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5010 Extra Labor	5,393	4,738	20,000	20,000	20,000	20,000
5303 PERS	31	-	-	-	-	-
5309 PERS Stabilization	12	-	-	-	-	-
5399 Other Benefits and Taxes	468	396	1,721	2,331	2,331	2,331
Total Personnel Services	\$5,904	\$5,134	\$21,721	\$22,331	\$22,331	\$22,331
Materials & Services						
6004 Program Supplies/Materials	1,749	-	1,825	1,825	1,825	1,825
Total Materials & Services	\$1,749	\$0	\$1,825	\$1,825	\$1,825	\$1,825
Total	\$7,653	\$5,134	\$23,546	\$24,156	\$24,156	\$24,156





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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	257,759	254,756	272,620	250,501	250,501	250,501
5100 Overtime	17,213	20,376	20,000	20,500	20,500	20,500
5301 Med/Den/Vis Insurance	46,500	47,090	50,057	54,421	54,421	54,421
5303 PERS	30,738	38,901	41,276	37,867	37,867	37,867
5308 VEBA	5,006	4,995	5,453	5,011	5,011	5,011
5309 PERS Stabilization	8,286	-	-	-	-	-
5399 Other Benefits and Taxes	27,326	25,491	29,444	29,626	29,626	29,626
Total Personnel Services	\$392,828	\$391,609	\$418,850	\$397,926	\$397,926	\$397,926
Materials & Services						
6000 Office Supplies	1,289	2,999	2,700	2,700	2,700	2,700
6002 Travel/Training/Dues	56,261	42,119	50,000	50,000	50,000	50,000
6004 Program Supplies/Materials	29,078	51,902	62,265	62,265	62,265	62,265
6006 Tuition Reimbursement	9,557	18,971	18,265	18,265	18,265	18,265
6409 Computer Software	(553)	2,227	12,000	22,000	22,000	22,000
Total Materials & Services	\$95,632	\$118,218	\$145,230	\$155,230	\$155,230	\$155,230
Total	\$488,460	\$509,827	\$564,080	\$553,156	\$553,156	\$553,156

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	66,133	70,241	94,411	103,872	103,872	103,872
5100 Overtime	-	394	-	-	-	-
5301 Med/Den/Vis Insurance	10,526	13,925	16,806	16,752	16,752	16,752
5303 PERS	8,339	2,725	13,301	17,126	17,126	17,126
5308 VEBA	1,179	1,401	1,889	2,078	2,078	2,078
5309 PERS Stabilization	1,984	-	-	-	-	-
5399 Other Benefits and Taxes	6,507	7,290	10,482	11,434	11,434	11,434
Total Personnel Services	\$94,668	\$95,976	\$136,889	\$151,262	\$151,262	\$151,262
Materials & Services						
6002 Travel/Training/Dues	9,338	-	10,000	10,700	10,700	10,700
6004 Program Supplies/Materials	2,096	8,893	4,500	4,500	4,500	4,500
6100 Contractual Services	21,094	27,809	27,000	27,000	27,000	27,000
6403 Small Tools and Equipment	7,378	856	5,000	5,000	5,000	5,000
6416 Equipment Maintenance	12,870	12,870	15,000	15,000	15,000	15,000
6418 Medical Equipment/Supplies	70,031	86,928	82,500	82,500	82,500	82,500
Total Materials & Services	\$122,807	\$137,356	\$144,000	\$144,700	\$144,700	\$144,700
Total	\$217,475	\$233,332	\$280,889	\$295,962	\$295,962	\$295,962

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.

Occupational Health-10012244

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	3,098	7,335	2,285	2,435	2,435	2,435
6100 Contractual Services	6,632	8,981	20,000	21,300	21,300	21,300
6102 Maintenance Contracts	1,240	970	2,000	2,125	2,125	2,125
6403 Small Tools and Equipment	7,005	139	10,000	10,650	10,650	10,650
Total Materials & Services	\$17,975	\$17,425	\$34,285	\$36,510	\$36,510	\$36,510
Total	\$17,975	\$17,425	\$34,285	\$36,510	\$36,510	\$36,510



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

Table with 7 columns: Category, Actual 2014-15, Actual 2015-16, Adopted 2016-17, Proposed 2017-18, Approved 2017-18, Adopted 2017-18. Rows include Materials & Services (Office Supplies, Program Supplies, Small Tools) and Total Materials & Services.

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

Table with 7 columns: Category, Actual 2014-15, Actual 2015-16, Adopted 2016-17, Proposed 2017-18, Approved 2017-18, Adopted 2017-18. Rows include Personnel Services (Salaries, Incentive Allowance, Overtime, Insurance, PERS, VEBA, PERS Stabilization, Other Benefits) and Total Personnel Services.

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

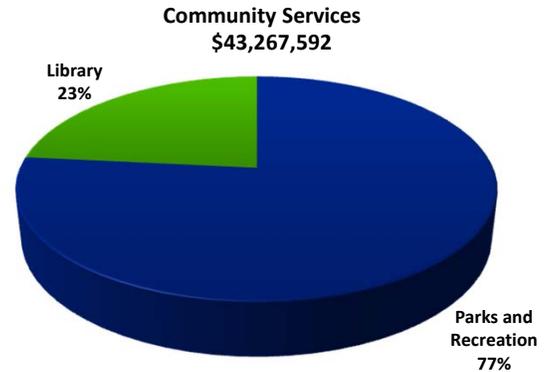
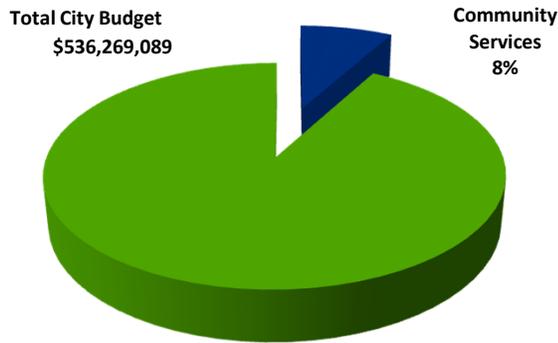
	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	140,708	159,239	165,257	172,750	172,750	172,750
5100 Overtime	1,406	105	10,000	10,250	10,250	10,250
5301 Med/Den/Vis Insurance	30,344	33,436	34,900	37,714	37,714	37,714
5303 PERS	7,207	15,421	17,798	21,597	21,597	21,597
5308 VEBA	2,637	3,104	3,306	3,416	3,416	3,416
5309 PERS Stabilization	2,741	-	-	-	-	-
5310 Accrued Payroll Expense	-	1,500	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	13,003	15,145	17,090	18,471	18,471	18,471
Total Personnel Services	\$198,046	\$227,950	\$248,351	\$265,198	\$265,198	\$265,198
Materials & Services						
6000 Office Supplies	7,037	556	1,120	1,120	1,120	1,120
6001 Communications Services	1,521	2,263	2,400	2,400	2,400	2,400
6002 Travel/Training/Dues	1,162	1,231	2,500	17,500	17,500	17,500
6004 Program Supplies/Materials	37,719	28,497	15,750	15,750	15,750	15,750
6005 Advertising/Promotion	-	6,299	500	500	500	500
6100 Contractual Services	1,921	9,715	30,000	15,000	15,000	15,000
6300 Uniforms	802	683	1,000	1,000	1,000	1,000
Total Materials & Services	\$50,162	\$49,244	\$53,270	\$53,270	\$53,270	\$53,270
Total	\$248,208	\$277,194	\$301,621	\$318,468	\$318,468	\$318,468

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Community Services

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





Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Revenues	16,688,435	17,911,841	19,818,025	21,500,576	1,682,551	8%	50%
WCCLS Portion of Property Taxes	4,470,851	4,680,212	5,004,224	5,154,351	150,127	3%	12%
Charges for Services	3,590,860	3,846,628	3,941,600	4,004,100	62,500	2%	9%
Interest	49,380	43,158	44,600	63,800	19,200	43%	0%
Grants and Donations	208,400	152,203	511,000	221,000	(290,000.00)	-57%	1%
Intergovernmental	15,944	15,494	15,000	15,000	-	0%	0%
Systems Development	2,295,402	3,662,690	4,500,000	2,000,000	(2,500,000)	-56%	5%
Other Financing Src	4,349,000	15,486,310	7,035,000	1,980,100	(5,054,900)	-72%	5%
Miscellaneous	1,068,609	2,417,264	709,500	716,500	7,000	1%	2%
Beginning Working Capital	6,723,201	6,027,168	1,248,700	7,612,165	6,363,465	510%	18%
Total Resources	\$ 39,460,082	\$ 54,242,968	\$ 42,827,649	\$ 43,267,592	\$ 439,943	1%	100%
Requirements by Category							
Personnel Services	16,168,326	17,140,092	18,441,521	19,630,464	1,188,943	6%	45%
Materials & Services	3,771,825	4,466,360	5,299,892	4,464,823	(835,069)	-16%	10%
Capital Outlay	3,584,950	13,856,449	5,434,295	8,400,658	2,966,363	55%	19%
Special Payments	6,087,813	6,088,076	7,009,752	7,387,871	378,119	5%	17%
Debt Service	-	670,515	681,989	1,392,311	710,322	104%	3%
Transfers	3,820,000	6,025,000	5,850,000	1,880,100	(3,969,900)	-68%	4%
Contingency	-	-	-	-	-	100%	0%
Unapprop Fund Bal	6,027,168	5,996,476	110,200	111,365	1,165	1%	0%
Total Requirements	\$ 39,460,082	\$ 54,242,968	\$ 42,827,649	\$ 43,267,592	\$ 439,943	1%	100%
Requirements by Department							
Parks and Recreation	31,285,222	45,704,796	33,285,835	33,135,506	(150,329)	0%	77%
Library	8,174,860	8,538,172	9,541,814	10,132,086	590,272	6%	23%
Total Requirements	\$ 39,460,082	\$ 54,242,968	\$ 42,827,649	\$ 43,267,592	\$ 439,943	1%	100%
Requirements by Fund							
General Fund (100)	25,674,926	27,290,560	29,599,349	31,501,527	1,902,178	6%	73%
Public Art Fund (102)	-	212,819	350,300	271,750	(78,550)	-22%	1%
Parks SDC Fund (115)	8,778,317	17,671,266	6,340,000	9,288,900	2,948,900	47%	21%
Wetland Mitigation Fund (232)	119,036	119,765	120,200	121,365	1,165	1%	0%
Parks Capital Projects Fund (410)	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%	5%
Jackson Bottom Preserve (670)	211,662	169,868	195,300	-	(195,300)	-100%	0%
Total Requirements	\$ 39,460,082	\$ 54,242,968	\$ 42,827,649	\$ 43,267,592	\$ 439,943	1%	100%
Full Time Equivalent Positions	139.35	144.75	145.75	149.38	3.63	2.5%	

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Library Department



Department Description

The Library Department makes available to the community a wide range of resources, including meeting, gathering, and study space; informal learning opportunities; online resources, including e-books; collections of books, movies, and our “Library of Things” for loan, and access to trained information professionals, including bilingual staff, for assistance in all manner of questions and research. The Library also provides to the public free use of Internet-connected computers. A particular focus for the Library is building and supporting early literacy skills, with many free children’s programs including story times seven days a week. In addition, the Library offers thousands of events and classes designed to stimulate the imaginations of people of all ages.

The Hillsboro Public Library believes in the American Library Association value of creating a warm and welcoming environment for the diverse community in the City of Hillsboro and within the greater Washington County area. 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.

Our Mission

To utilize the Hillsboro Public Library to enrich and strengthen our community by supporting the pursuit of connection, inspiration, and lifelong learning.

Department Goals

Library Strategic Plan, 2014-2017

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

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

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.

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

Library Priorities

Priority 1: Successfully Complete Strategic Plan Action Items

Priority 2: Develop a Comprehensive, Patron-Focused Customer Service Plan

Priority 3: Develop a Flexible Staffing Plan to Support Current Staffing and Future Needs

Priority 4: Explore Alternative and Additional Library Service Delivery Options

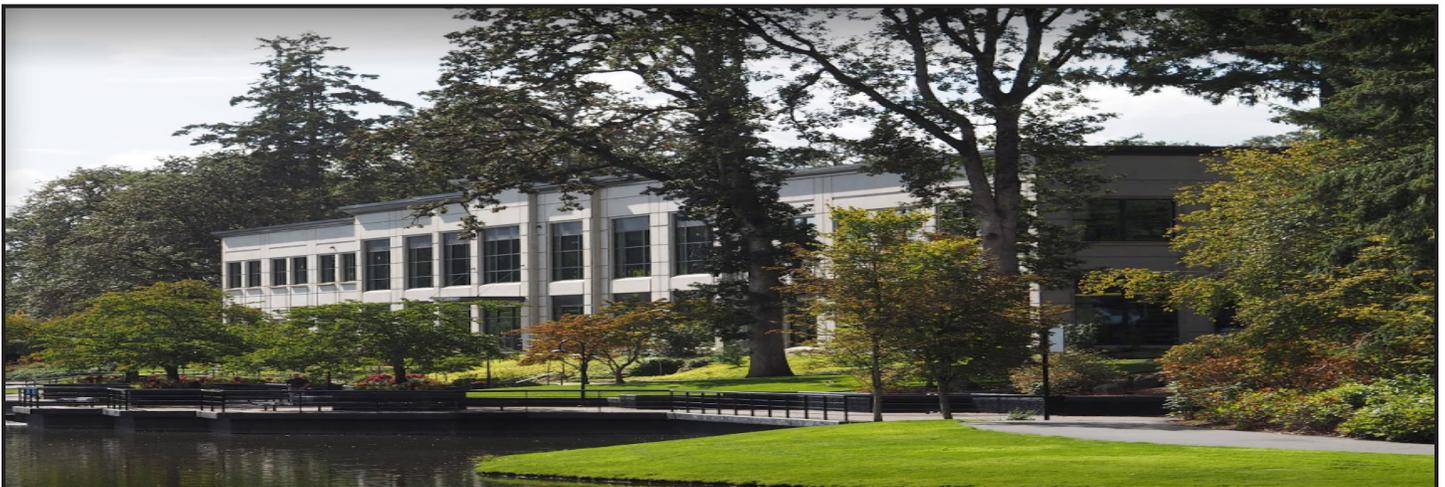
Outcomes and accomplishments

Library staff remain committed to excellent customer service and creating connections with readers of all ages. We continue to develop resources for our patrons to connect with reading for pleasure, highlighting the many wonderful items in our collection.

In support of our strategic plan, a selection of accomplishments over the past year include:

- Renamed our two locations to more accurately reflect the City's commitment to neighborhood services: the Brookwood Library (formerly Main Library) and the Shute Park Library (formerly Shute Park Branch Library);
- Transitioned both the Brookwood and Shute Park libraries to the same schedule of hours, increasing our weekly service to 128 hours per week;
- Doubled our presence at Summer Lunch and Learn sites, helping to bring more books and creative learning opportunities to school aged students during the summer;
- Strengthened our Spanish language and world languages collections to more accurately reflect the demand for materials in languages other than English;
- Revitalized our new book and Best Seller collection areas at the Brookwood Library;
- Provided weekly service to the six BLAST after school sites, with a focus on literacy and STEAM;
- Hosted our first naturalization ceremony, where 50 people representing 27 countries joined us with their families to take the oath of citizenship;
- In partnership with Parks & Recreation and the Public Art Program, installed Shute Seeds at the Shute Park Library, a public art piece using light and shadow by artist Blessing Hancock;
- Undertook several efficiency and process improvement projects, including one which focused on our holds, improving the to-shelf time by 94%;
- Handed out 6,423 books to young readers as part of our Summer Reading Program;
- In concert with Hillsboro Arts Month, held the second season of our community-wide reading program, Hillsboro Reads, which studied Joshua Davis' *Spare Parts* through discussions, lectures, and programming, including a visit from one of the students in the book, Lorenzo Santillan;
- Supported a Fine Amnesty Week to welcome patrons back to the library.

In addition, we continue to strive to find ways to work more closely with our fellow City departments and our community, particularly with our colleagues in our Police, Fire and Parks & Recreation departments.





Budget Highlights

- The Library continues to reclassify staff positions and support professional development opportunities in order to provide friendlier, more flexible customer service.
- The Library’s role in supporting early literacy and student success continues to be a priority, seen in our continued demand for increased story times, STEAM-related events and services, and the year-on-year increase in students participating in the Summer Reading Program.
- The very popular Library of Things collection moves to being fully City funded, and our makerspace offerings are consolidated into The Collaboratory, which replaces the computer lab at Brookwood.

Workload indicators

Indicator	FY12	FY13	FY14	FY15	FY16
checkouts and renewals	2,829,680	2,817,795	2,808,444	2,836,054	2,977,376
visits to the libraries	801,811	774,498	770,705	866,357	921,751
program attendance	27,537	30,309	38,105	43,420	51,919
items added to cataloged collection	52,072	44,630	49,251	47,550	37,840
hours of public access computer time	74,961	63,101	64,443	84,696	81,994
number of wireless sessions				567,887	566,409

Performance Measures

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Nuture a culture of trust and engagement with Hillsboro residents and community partners (CWSP 4)	Emphasize the cultural role Library plays in literacy, lifelong learning, and reading for pleasure, as well as the opportunities ahead for new library collections, services, and programs	Number of items added to the collection	49,251	35,110	33,000	26,800	29,000
		Number of additional non-print, non-book resources added	8,659	11,500	9,500	11,040	11,000
		Library increased the number of self-service options (Y/N)		Y	Y	N	Y
		Number of programs offered per year	1,295	1,350	1,519	1,800	2,100
		Attendance at programs per year	40,160	42,000	46,000	55,000	62,000
Maximize operational efficiency and effectiveness across all departments (CWSP 3)	Consistently review the current staffing strategy and adapt to ensure flexibility, opportunity, and support for excellent customer service	Improve and/or maintain time taken to get door-to-floor materials out				14 days	12 days
		Number of cross-departmental programs and opportunities		51	78	85	100

Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Fund Revenues	3,452,471	3,614,432	4,324,090	4,764,235	440,145	10%	47%
WCCLS Portion of Property Taxes	4,470,851	4,680,212	5,004,224	5,154,351	150,127	3%	51%
Charges for Services	226,887	217,563	195,000	195,000	-	0%	2%
Intergovernmental	15,944	15,494	15,000	15,000	-	0%	0%
Miscellaneous	8,707	10,471	3,500	3,500	-	0%	0%
Total:	\$ 8,174,860	\$ 8,538,172	\$ 9,541,814	\$ 10,132,086	\$ 590,272	6%	100%

Budget by Category

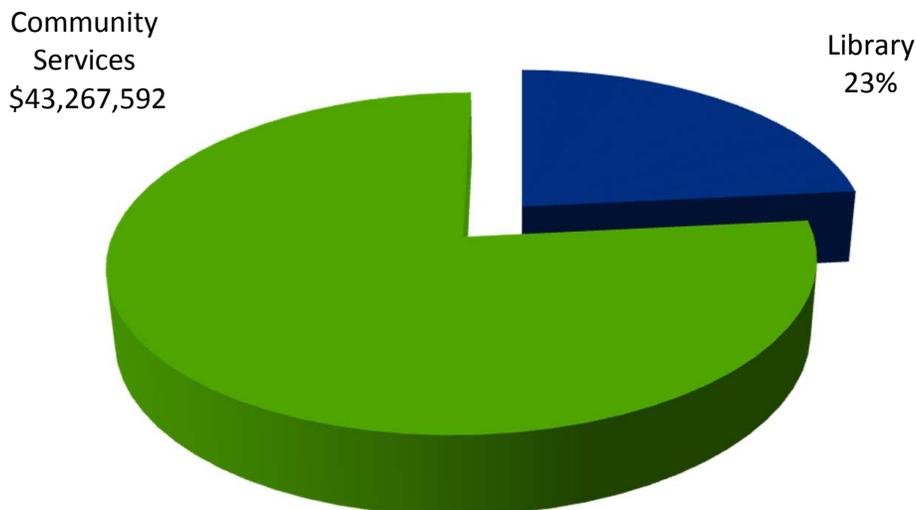
Personnel Services	5,256,001	5,479,079	5,990,498	6,429,034	438,536	7%	63%
Materials & Services	953,759	1,013,698	1,089,542	1,114,773	25,231	2%	11%
Capital Outlay	41,977	12,716	101,000	65,500	(35,500)	-35%	1%
Special Payments	1,923,123	2,032,679	2,360,774	2,522,779	162,005	7%	25%
Total:	\$ 8,174,860	\$ 8,538,172	\$ 9,541,814	\$ 10,132,086	\$ 590,272	6%	100%

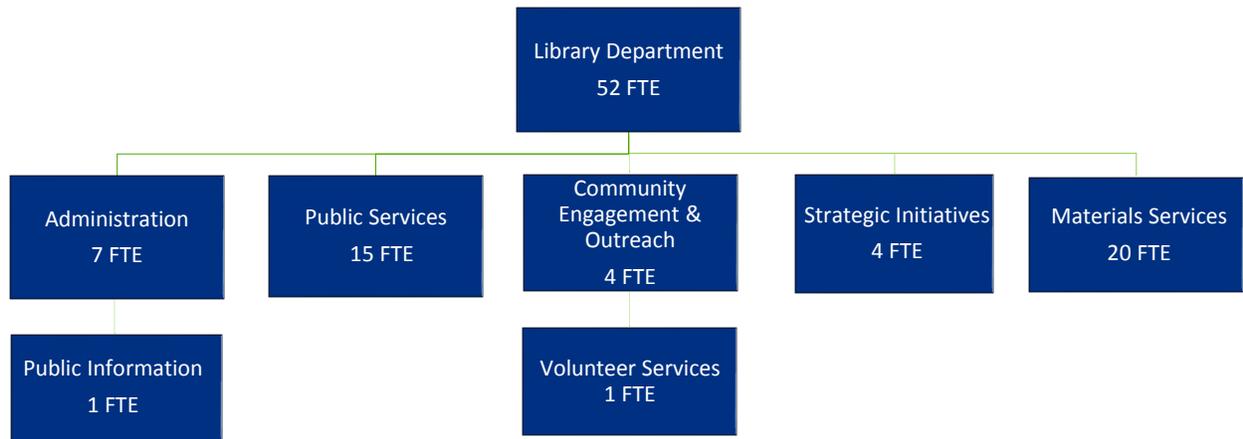
Budget by Org

Library Administration	2,551,672	2,978,990	3,619,797	3,622,623	2,826	0%	36%
Library Public Information	88,464	104,543	106,631	101,743	(4,888)	-5%	1%
Library Volunteer Services	100,076	104,670	107,267	111,610	4,343	4%	1%
Community Engagement	1,476,925	423,577	410,416	480,179	69,763	17%	5%
Strategic Initiatives	-	352,663	458,661	462,935	4,274	1%	5%
Materials Services	1,921,603	2,321,342	2,438,949	2,895,480	456,531	19%	29%
Public Services	1,290,307	1,538,201	1,701,125	1,849,558	148,433	9%	18%
Library Shute Park Branch	745,813	714,186	698,968	607,958	(91,010)	-13%	6%
Total:	\$ 8,174,860	\$ 8,538,172	\$ 9,541,814	\$ 10,132,086	\$ 590,272	6%	100%

Budget by Fund

General Fund (100)	8,174,860	8,538,172	9,541,814	10,132,086	590,272	6%	100%
Total:	\$ 8,174,860	\$ 8,538,172	\$ 9,541,814	\$ 10,132,086	\$ 590,272	6%	100%





Library Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Library Director	1.0	1.0	1.0	40	\$ 104,300	\$ 137,252
Assistant Library Director	1.0	1.0	1.0	37	92,722	122,017
Library Branch Manager	1.0	2.0	2.0	33	79,259	104,300
Library Services Manager	3.0	2.0	2.0	32	76,211	100,289
Librarian Supervisor	8.0	7.0	7.0	25	57,914	76,211
Librarian	3.0	3.0	4.63	23	53,545	70,461
Library Support Supervisor	4.0	5.0	5.0	23	53,545	70,461
Volunteer Services Coordinator	1.0	1.0	1.0	23	53,545	70,461
Administrative Support Coordinator	0.0	0.0	1.0	23	53,545	70,461
Management Specialist	1.0	1.0	1.0	22	51,486	67,752
Administrative Support Specialist	18.0	22.0	22.0	17	42,318	55,686
Library Clerk	6.0	2.0	1.0	13	36,173	47,602
Library Page	5.0	5.0	5.0	8	29,732	39,125
Total Regular Full Time FTE:	52.0	52.0	53.63			

Library Administration

Provides planning, budgeting, and coordination for the Library department, and works with City Support Services to ensure information technology and facilities support for the staff and buildings. Manages the department's substitute and professional development resources. Acts as liaison to other City departments, Washington County Cooperative Library Service (WCCLS), the Library Foundation of Hillsboro, and Friends of the Hillsboro Public Library.

Special payments include utility and facility maintenance costs, as well as payments to other City departments for their services, such as Finance, the City Manager's Office, Information Services, and Human Resources.

Library Administration-10016000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	334,964	443,581	488,366	451,891	451,891	451,891
5005 Salaries - Part-Time	13,765	42,665	122,047	52,180	52,180	52,180
5010 Extra Labor	-	-	63,985	63,985	63,985	63,985
5100 Overtime	29	-	-	-	-	-
5301 Med/Den/Vis Insurance	68,736	109,942	119,902	103,993	103,993	103,993
5303 PERS	36,037	56,364	76,230	65,428	65,428	65,428
5308 VEBA	6,362	8,786	9,769	9,040	9,040	9,040
5309 PERS Stabilization	10,403	-	-	-	-	-
5310 Accrued Payroll Expense	-	41,000	-	5,000	5,000	5,000
5399 Other Benefits and Taxes	30,538	42,369	60,821	53,099	53,099	53,099
Total Personnel Services	\$500,834	\$744,707	\$941,120	\$804,616	\$804,616	\$804,616
Materials & Services						
6000 Office Supplies	55,788	68,807	45,000	48,500	48,500	48,500
6001 Communications Services	22,075	23,583	23,730	23,800	23,800	23,800
6002 Travel/Training/Dues	28,894	70,632	56,000	56,000	56,000	56,000
6003 Postage	240	(717)	300	400	400	400
6004 Program Supplies/Materials	9,639	8,882	4,500	4,500	4,500	4,500
6005 Advertising/Promotion	1,550	-	-	-	-	-
6007 Printing	1,101	-	-	-	-	-
6100 Contractual Services	1,081	3,084	17,150	14,250	14,250	14,250
6101 Other Services	5,338	11,578	10,130	13,130	13,130	13,130
6102 Maintenance Contracts	1,808	15,755	52,180	58,735	58,735	58,735
6200 Fuel/Oil	-	-	-	2,500	2,500	2,500
6406 Library Materials	37	-	-	-	-	-
6410 Computer Hardware	164	-	7,913	7,913	7,913	7,913
Total Materials & Services	\$127,715	\$201,604	\$216,903	\$229,728	\$229,728	\$229,728
Capital Outlay						
7010 Office Equipment	-	-	101,000	65,500	65,500	65,500
Total Capital Outlay	\$0	\$0	\$101,000	\$65,500	\$65,500	\$65,500



Library Administration (continued)

Library Administration-10016000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8008 Facilities Depreciation	150,725	155,814	187,012	184,480	184,480	184,480
8009 Support Services Charge	1,094,043	1,181,378	1,333,315	1,473,399	1,473,399	1,473,399
8010 Equipment Depreciation	48,125	48,125	56,436	56,218	56,218	56,218
8011 Facilities Charge	630,230	647,362	765,555	790,226	790,226	790,226
8024 Fleet Services Charge	-	-	18,456	18,456	18,456	18,456
Total Special Payments	\$1,923,123	\$2,032,679	\$2,360,774	\$2,522,779	\$2,522,779	\$2,522,779
Total	\$2,551,672	\$2,978,990	\$3,619,797	\$3,622,623	\$3,622,623	\$3,622,623

Library Public Information

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

Library Public Information-10016020

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	55,884	54,528	62,569	55,686	55,686	55,686
5100 Overtime	-	374	-	-	-	-
5301 Med/Den/Vis Insurance	15,543	16,452	16,761	16,707	16,707	16,707
5303 PERS	4,370	5,402	6,157	6,443	6,443	6,443
5308 VEBA	1,117	1,091	1,251	1,114	1,114	1,114
5309 PERS Stabilization	1,677	-	-	-	-	-
5399 Other Benefits and Taxes	4,920	4,837	5,593	4,993	4,993	4,993
Total Personnel Services	\$83,511	\$82,684	\$92,331	\$84,943	\$84,943	\$84,943
Materials & Services						
6004 Program Supplies/Materials	2,274	1,706	1,500	1,500	1,500	1,500
6005 Advertising/Promotion	1,083	11,553	5,000	7,500	7,500	7,500
6007 Printing	709	7,951	7,800	7,800	7,800	7,800
6101 Other Services	887	649	-	-	-	-
Total Materials & Services	\$4,953	\$21,859	\$14,300	\$16,800	\$16,800	\$16,800
Total	\$88,464	\$104,543	\$106,631	\$101,743	\$101,743	\$101,743

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	65,068	68,749	70,805	72,575	72,575	72,575
5301 Med/Den/Vis Insurance	15,543	16,452	16,761	16,707	16,707	16,707
5303 PERS	5,088	6,765	6,967	8,397	8,397	8,397
5308 VEBA	1,263	1,335	1,416	1,452	1,452	1,452
5309 PERS Stabilization	1,952	-	-	-	-	-
5399 Other Benefits and Taxes	5,735	6,050	6,318	6,479	6,479	6,479
Total Personnel Services	\$94,649	\$99,351	\$102,267	\$105,610	\$105,610	\$105,610
Materials & Services						
6002 Travel/Training/Dues	141	-	-	-	-	-
6004 Program Supplies/Materials	5,286	5,319	5,000	6,000	6,000	6,000
Total Materials & Services	\$5,427	\$5,319	\$5,000	\$6,000	\$6,000	\$6,000
Total	\$100,076	\$104,670	\$107,267	\$111,610	\$111,610	\$111,610





Community Engagement & Outreach

Provides and coordinates the Library’s presence in the community, including the relationship with the Hillsboro School District. Works to support the information needs of underserved populations.

Community Engagement-10016200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	660,374	212,519	227,420	281,712	281,712	281,712
5005 Salaries - Part-Time	321,187	61,964	55,087	37,643	37,643	37,643
5010 Extra Labor	21,281	3,449	-	-	-	-
5100 Overtime	-	70	-	-	-	-
5301 Med/Den/Vis Insurance	213,223	54,697	53,490	73,197	73,197	73,197
5303 PERS	92,176	28,109	32,479	43,208	43,208	43,208
5308 VEBA	13,036	4,190	4,549	5,635	5,635	5,635
5309 PERS Stabilization	26,847	-	-	-	-	-
5399 Other Benefits and Taxes	85,384	23,845	25,966	30,534	30,534	30,534
Total Personnel Services	\$1,433,508	\$388,843	\$398,991	\$471,929	\$471,929	\$471,929
Materials & Services						
6002 Travel/Training/Dues	580	-	-	-	-	-
6004 Program Supplies/Materials	640	5,156	11,425	8,250	8,250	8,250
6007 Printing	372	-	-	-	-	-
6100 Contractual Services	7,321	8,470	-	-	-	-
6102 Maintenance Contracts	33,847	19,100	-	-	-	-
6410 Computer Hardware	657	2,008	-	-	-	-
Total Materials & Services	\$43,417	\$34,734	\$11,425	\$8,250	\$8,250	\$8,250
Total	\$1,476,925	\$423,577	\$410,416	\$480,179	\$480,179	\$480,179

Strategic Initiatives

Designs, develops, and supports new and innovative projects throughout the library, ensuring projects and programs meet the Library’s strategic priorities and have a place to grow and be vetted before possible inclusion as a permanent library service. Coordinates the library’s grant program, including funds received from the Library Foundation of Hillsboro.

Strategic Initiatives-10016300

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	221,058	276,600	270,023	270,023	270,023
5005 Salaries - Part-Time	-	2,358	-	-	-	-
5301 Med/Den/Vis Insurance	-	54,191	67,180	68,942	68,942	68,942
5303 PERS	-	32,783	41,102	49,699	49,699	49,699
5308 VEBA	-	4,421	5,533	5,401	5,401	5,401
5399 Other Benefits and Taxes	-	19,407	25,671	25,120	25,120	25,120
Total Personnel Services	\$0	\$334,218	\$416,086	\$419,185	\$419,185	\$419,185
Materials & Services						
6004 Program Supplies/Materials	-	18,445	42,575	43,150	43,150	43,150
6100 Contractual Services	-	-	-	600	600	600
Total Materials & Services	\$0	\$18,445	\$42,575	\$43,750	\$43,750	\$43,750
Total	\$0	\$352,663	\$458,661	\$462,935	\$462,935	\$462,935





Materials Services

Selects, orders, receives, catalogs, processes, and shelves books and other materials for the community to use and borrow. Responsible for all materials movement within the library, including the fulfillment of holds requests, the transfer of materials traveling via courier to libraries throughout the county, maintaining the order of items in the library, and maintaining the collections in the library.

Library materials requested for use but not purchased or owned within Washington County are borrowed through Inter-Library Loan from libraries around the country.

Materials Services-10016400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	750,372	863,276	868,935	1,109,851	1,109,851	1,109,851
5005 Salaries - Part-Time	80,444	288,188	250,538	313,989	313,989	313,989
5100 Overtime	25	721	-	-	-	-
5301 Med/Den/Vis Insurance	190,293	255,539	274,321	315,354	315,354	315,354
5303 PERS	87,795	140,541	146,506	214,015	214,015	214,015
5308 VEBA	15,007	17,230	17,379	22,928	22,928	22,928
5309 PERS Stabilization	24,670	-	-	-	-	-
5399 Other Benefits and Taxes	71,928	99,939	99,231	127,398	127,398	127,398
Total Personnel Services	\$1,220,534	\$1,665,434	\$1,656,910	\$2,103,535	\$2,103,535	\$2,103,535
Materials & Services						
6002 Travel/Training/Dues	2,782	-	-	-	-	-
6003 Postage	7,060	11,235	17,000	17,000	17,000	17,000
6004 Program Supplies/Materials	15,749	24,761	18,000	22,500	22,500	22,500
6100 Contractual Services	3,831	116,205	117,445	132,445	132,445	132,445
6101 Other Services	1,601	1,116	3,000	3,000	3,000	3,000
6406 Library Materials	640,217	480,525	606,594	600,000	600,000	600,000
6425 Library Periodicals	29,829	22,066	20,000	17,000	17,000	17,000
Total Materials & Services	\$701,069	\$655,908	\$782,039	\$791,945	\$791,945	\$791,945
Total	\$1,921,603	\$2,321,342	\$2,438,949	\$2,895,480	\$2,895,480	\$2,895,480

Library Service Design and Delivery: Brookwood

Provides public library services, including friendly and welcoming customer service; books and popular media for loan; public computer access and Wi-Fi; space for reading and studying; and space for community and group meetings. Programs for children, families, and adults are offered, with an emphasis on early literacy skills for young children, technology, student success, and informal learning opportunities for all ages.

Answers a wide variety of queries for library users of all ages; helps patrons find items and information in the library, from outside sources, community resources, and online; connects patrons with the community; helps patrons use the public access computer workstations and the Internet; connects readers of all ages with reading materials.

Public Services-10016600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	669,289	734,020	836,819	866,690	866,690	866,690
5005 Salaries - Part-Time	160,574	285,033	352,024	421,123	421,123	421,123
5100 Overtime	8	121	-	-	-	-
5301 Med/Den/Vis Insurance	170,547	218,100	240,302	245,908	245,908	245,908
5303 PERS	80,216	116,786	136,083	169,580	169,580	169,580
5308 VEBA	13,390	14,635	16,738	18,250	18,250	18,250
5309 PERS Stabilization	23,442	-	-	-	-	-
5399 Other Benefits and Taxes	71,844	88,682	106,859	114,707	114,707	114,707
Total Personnel Services	\$1,189,310	\$1,457,377	\$1,688,825	\$1,836,258	\$1,836,258	\$1,836,258
Materials & Services						
6002 Travel/Training/Dues	4,848	-	-	-	-	-
6004 Program Supplies/Materials	42,821	57,421	6,300	7,300	7,300	7,300
6007 Printing	1,244	-	-	-	-	-
6100 Contractual Services	8,197	5,446	6,000	6,000	6,000	6,000
6102 Maintenance Contracts	1,068	1,068	-	-	-	-
6409 Computer Software	842	-	-	-	-	-
6410 Computer Hardware	-	4,173	-	-	-	-
Total Materials & Services	\$59,020	\$68,108	\$12,300	\$13,300	\$13,300	\$13,300
Capital Outlay						
7020 Computer Hardware	41,977	12,716	-	-	-	-
Total Capital Outlay	\$41,977	\$12,716	\$0	\$0	\$0	\$0
Total	\$1,290,307	\$1,538,201	\$1,701,125	\$1,849,558	\$1,849,558	\$1,849,558



Library Service Design and Delivery: Shute Park

Provides public library services, including friendly and welcoming customer service; books and popular media for loan; public computer access and Wi-Fi; space for reading and studying; and space for community and group meetings. Programs for children, families, and adults are offered in-library and in neighborhood locations, with an emphasis on early literacy skills for young children and the growing and changing needs of the surrounding neighborhood.

Answers a wide variety of queries for library users of all ages; helps patrons find items and information in the library, from outside sources, community resources, and online; connects patrons with the community; helps patrons use the public access computer workstations and the Internet; connects readers of all ages with reading materials.

Library Shute Park Branch-10016800

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	367,071	329,699	335,363	171,023	171,023	171,023
5005 Salaries - Part-Time	152,891	177,846	154,110	282,276	282,276	282,276
5100 Overtime	66	142	-	-	-	-
5301 Med/Den/Vis Insurance	110,149	103,420	106,438	54,376	54,376	54,376
5303 PERS	36,611	44,459	48,164	52,447	52,447	52,447
5308 VEBA	7,298	6,553	6,707	3,420	3,420	3,420
5309 PERS Stabilization	14,036	-	-	-	-	-
5399 Other Benefits and Taxes	45,533	44,346	43,186	39,416	39,416	39,416
Total Personnel Services	\$733,655	\$706,465	\$693,968	\$602,958	\$602,958	\$602,958
Materials & Services						
6002 Travel/Training/Dues	4,128	-	-	-	-	-
6004 Program Supplies/Materials	6,726	6,331	2,500	2,500	2,500	2,500
6100 Contractual Services	1,304	1,390	2,500	2,500	2,500	2,500
Total Materials & Services	\$12,158	\$7,721	\$5,000	\$5,000	\$5,000	\$5,000
Total	\$745,813	\$714,186	\$698,968	\$607,958	\$607,958	\$607,958

Parks & Recreation Department



Department Description

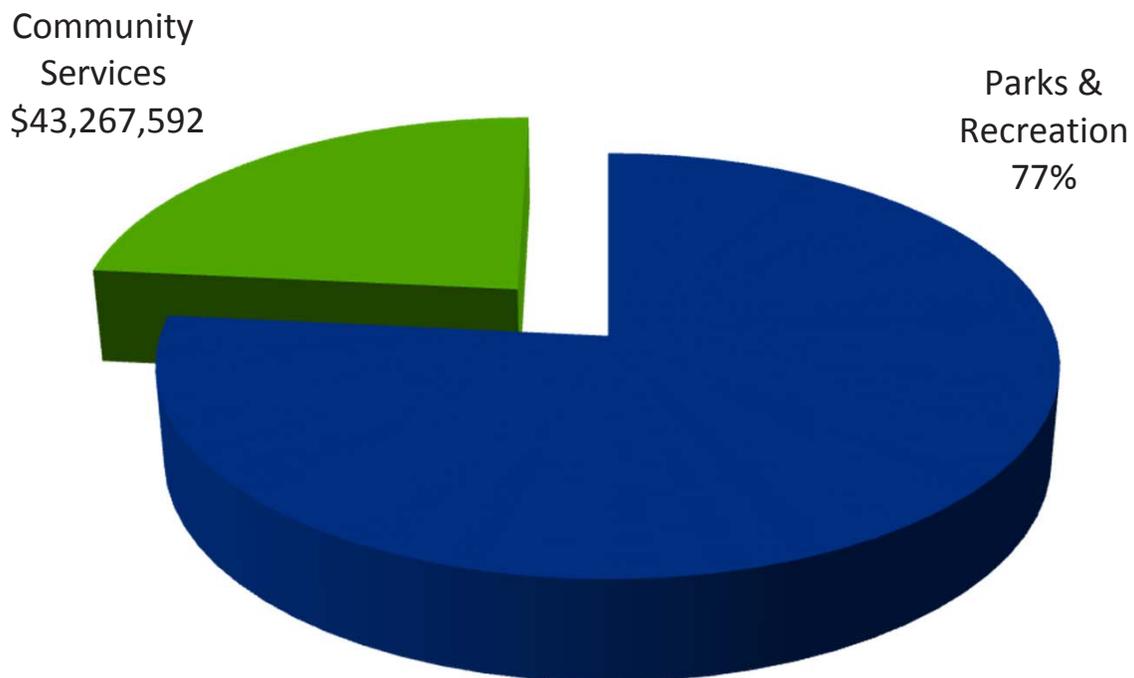
Hillsboro Parks & Recreation inspires and expands the minds and horizons of citizens of all ages and positively impacts the economic health of the community by enabling access to recreation, nature, culture and adventure. The department provides more than 1,500 acres of park land and open space, seven unique recreational facilities including the Jackson Bottom Wetlands Preserve, Hillsboro Community Senior Center, Shute Park Aquatic & Recreation Center, Walters Cultural Arts Center, and the Gordon Faber Recreation Complex, plus a multitude of recreational, educational and cultural programs.

Our Mission

Hillsboro Parks & Recreation enhances the quality of life in our community by providing exceptional facilities, a comprehensive park system and diverse recreation programs.

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



Outcomes and Accomplishments

- The Gordon Faber Recreation Complex (GFRC) staff focused on customer service operational improvements that improved community relationships. Over 300 events took place this past year and staff received positive feedback from our renters through a formal survey process.
- Maintenance Operations at GFRC has restructured our staffing model. In doing so, the model accomplished a higher level of staff coverage 7-days a week.
- The Park Maintenance team did a Eureka! water conservation experiment with mowing heights and frequency, irrigation practices and fountain/sprayground run times. The results were amazing with consumption reduced by over 13,000 CCF's (27%) from 2015 to 2016 which equates to almost \$39,000 in water costs at park sites. Total charges for all water services were reduced by over \$44,000 (14%) during the same time period.
- Our BLAST (Bringing Leadership, Arts, and Sports Together) elementary after school program and the Zone middle school after school program provided approximately 5,000 Hillsboro school children with safe, positive and enriching after school activities.
- The Department brought its very successful school-specific summer-long day camp to Eastwood Elementary to create the Soaring Eagle Summer Camp. This summer-long day camp for 60 Eastwood students who don't have the opportunity to attend camp was based on the successful model at Witch Hazel Elementary in 2015. Hillsboro School District and the school provided the funding and transportation. Parks & Recreation staff planned and managed the camp on a daily basis.
- The Hillsboro Community Senior Center received a \$704,718 Community Development Block Grant and the City provided a grant match of \$37,500 to renovate and expand the kitchen, relocation of the gift shop, and other amenities. The project duration is 10 weeks.
- The Shute Park Aquatic & Recreation Center (SHARC) has increased in swim lesson registrations and members, which may be attributed more available parking and drop-off zone. SHARC Fest, a family triathlon, continues to be successful.
- The department will continue progress on a number of medium and long-range park planning, acquisition, and development opportunities:
 - Orenco Woods Nature Park – Completed and opened the new 42-acre nature park, in partnership with Metro.
 - Cornell Creek Park – Frontage improvements were completed, allowing the new neighborhood park near Orenco Station to officially open to the public.
 - McKinney Park – Completed installation of a new playground, and other improvements, in partnership with KaBoom, CarMax, and the community.
 - ADA Transition Plan – Completed a detailed assessment of all of Hillsboro's outdoor park & recreation facilities to determine improvements needed to improve accessibility.
 - Jackson Bottom Composting Toilet – Constructed and opened a new composting toilet at the Jackson Bottom Parking Lot to serve year-round visitors.
 - Crescent Park Greenway – Initiated a detailed planning process to determine viable routes for the entire 16-mile route of the future regional trail system.
 - Rood Bridge Park – Constructed and open an additional new restroom facility at the park to better serve visitors, especially groups utilizing the large picnic shelters.
 - South Hillsboro – Identified sites for three future neighborhood parks, and entered into detailed discussions and agreements with the developer groups representing Rosedale Parks, Butternut Creek and Reed's Crossing.



Outcomes and Accomplishments Continued

- At Jackson Bottom Wetlands Preserve construction is happening inside and out. The Education Center’s exhibit hall refresh will be done by the end of the fiscal year. Oak Island Marsh construction starts in June, followed by restoration.
- Cultural Arts is in the master planning process that will guide the division into the future. The Walters Cultural Arts Center continues to provide a diverse season of high quality, accessible cultural programming and arts education opportunities to audiences and students of all ages.
- The Public Art Program continues to expand the arts in parks, enliven downtown Hillsboro, engage diverse audiences and enhance the creative identity of the City. Pieces added to the permanent collection in 2016 – 2017 are: Shute Seeds, Unrush at the Venetian, and Seeds of Orenco. Temporary projects include: Dynamic Orbits, Oasis Gargoyles, Hidden Aquarium, Walking Warrior, and a Stickwork project.
- Hillsboro Parks & Recreation ever-popular special events from long standing traditions like Showtime at Shute to new family-friendly outings like Winter Village outdoor ice skating showcase a variety of backgrounds, cultures and interests in Hillsboro. In 2017, Second Sunday will premiere at Jerry Willey Plaza with live music, market vendors, kids’ activities, and food and drinks.

Performance Measures

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual/Target 2016-17	Budget 2017-18
Maximize operational efficiency and effectiveness across all departments (CWSP 3)	Maintain accredited status through the Commission for Accreditation of Parks and Recreation Agencies (CAPRA)	Percentage of standards met (must meet 100% of Fundamental and 85% of Non-Fundamental)	98%	100%	100%	100%	100%
Promote environmentally sustainable practices (CWSP 8)	Maintain EcoBiz (eco friendly Oregon businesses) certification for public agencies	Percentage of standards met (must meet 100% of Legal and Program standards, 80% of Elective)	100%	100%	100%	100%	100%



Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Fund Revenues	13,235,964	14,297,409	15,493,935	16,736,341	1,242,406	8%	51%
Charges for Services	3,363,973	3,629,065	3,746,600	3,809,100	62,500	2%	11%
Interest	49,380	43,158	44,600	63,800	19,200	43%	0%
Grants and Donations	208,400	152,203	511,000	221,000	(290,000)	-57%	1%
Systems Development	2,295,402	3,662,690	4,500,000	2,000,000	(2,500,000)	-56%	6%
Other Financing Src	4,349,000	15,486,310	7,035,000	1,980,100	(5,054,900)	-72%	6%
Miscellaneous	1,059,902	2,406,793	706,000	713,000	7,000	1%	2%
Beginning Work Cap	6,723,201	6,027,168	1,248,700	7,612,165	6,363,465	510%	23%
Total:	\$ 31,285,222	\$ 45,704,796	\$ 33,285,835	\$ 33,135,506	\$ (150,329)	0%	100%

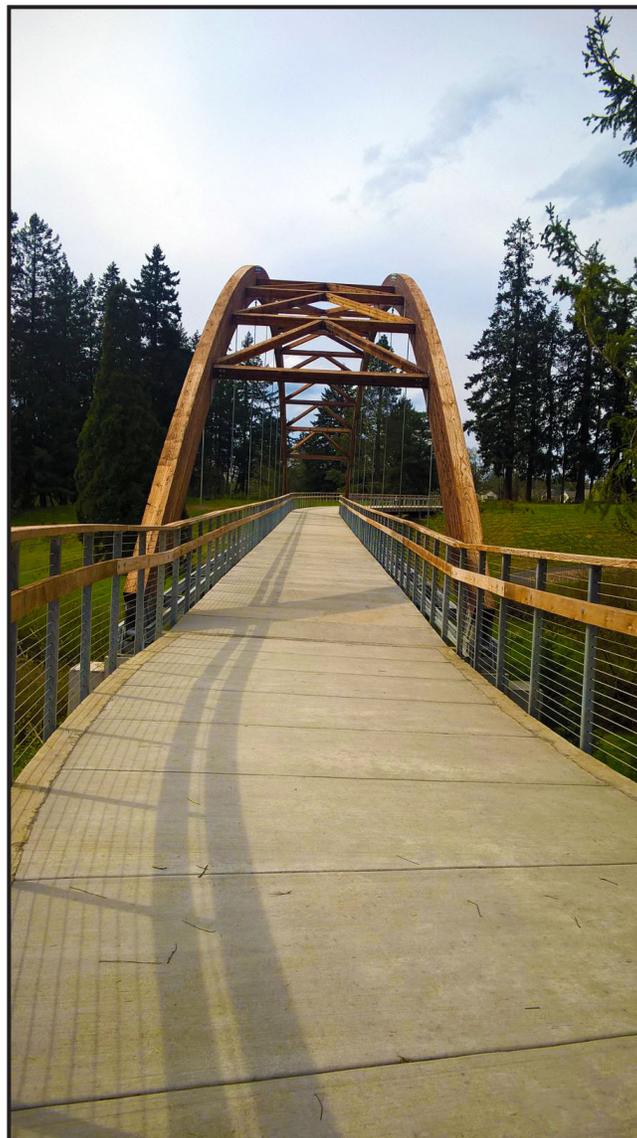
Budget by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Personnel Services	10,912,325	11,661,013	12,451,023	13,201,430	750,407	6%	40%
Materials & Services	2,818,066	3,452,662	4,210,350	3,350,050	(860,300)	-20%	10%
Capital Outlay	3,542,973	13,843,733	5,333,295	8,335,158	3,001,863	56%	25%
Special Payments	4,164,690	4,055,397	4,648,978	4,865,092	216,114	5%	15%
Debt Service	-	670,515	681,989	1,392,311	710,322	104%	4%
Transfers	3,820,000	6,025,000	5,850,000	1,880,100	(3,969,900)	-68%	6%
Contingency	-	-	-	-	-	0%	0%
Unapprop Fund Balance	6,027,168	5,996,476	110,200	111,365	1,165	1%	0%
Total:	\$ 31,285,222	\$ 45,704,796	\$ 33,285,835	\$ 33,135,506	\$ (150,329)	0%	100%

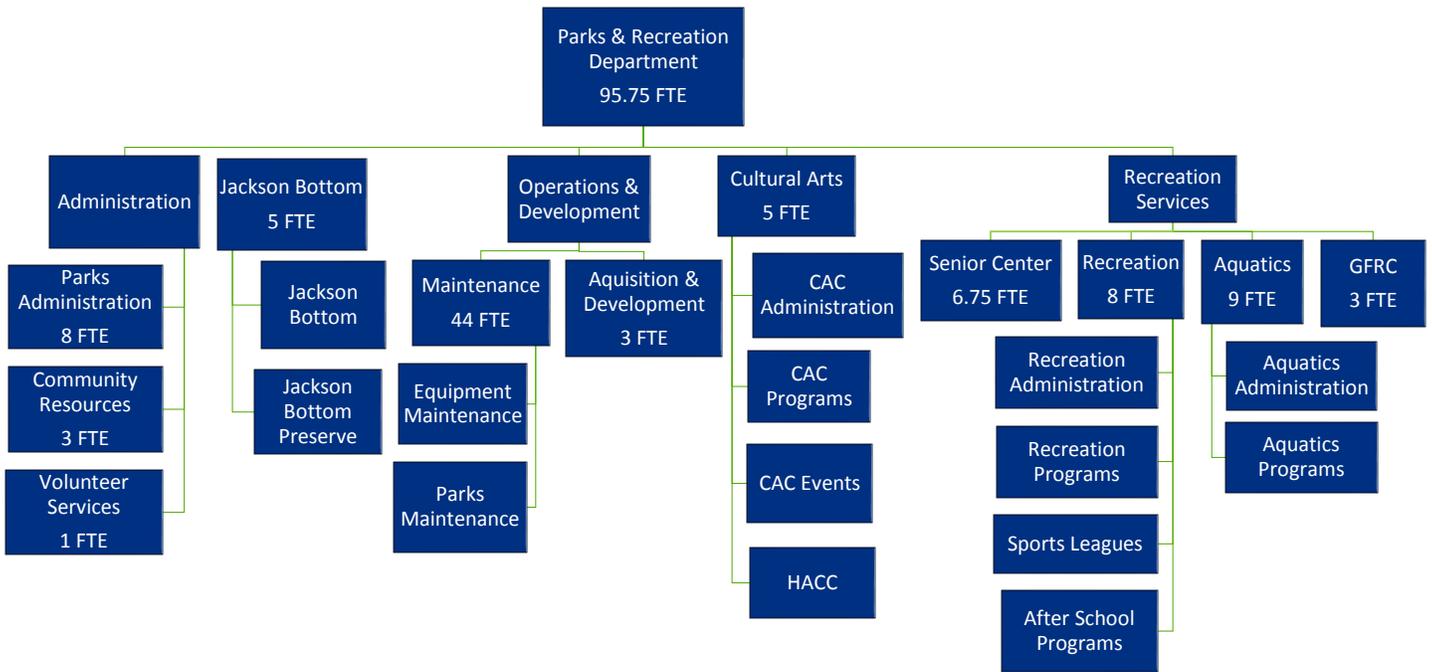
Budget by Org	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Parks Administration	4,649,484	4,838,019	5,374,718	5,570,541	195,823	4%	17%
Parks Community Resources	436,542	543,157	578,446	539,144	(39,302)	-7%	2%
Parks Volunteer Services	127,437	119,256	122,679	129,743	7,064	6%	0%
Parks Senior Center	538,667	595,542	689,833	694,607	4,774	1%	2%
Jackson Bottom Wetlands	600,780	593,859	642,506	675,676	33,170	5%	2%
Parks Equipment Maintenance	339,590	346,689	368,859	466,248	97,389	26%	1%
Parks Maintenance	5,206,886	5,743,962	5,741,600	6,257,144	515,544	9%	19%
Parks Acquisition and Dev	443,531	374,133	472,754	498,216	25,462	5%	2%
CAC Administration	341,440	334,477	360,830	352,121	(8,709)	-2%	1%
CAC Programs	173,721	184,424	242,902	249,679	6,777	3%	1%
HACC	267,609	291,964	318,911	335,097	16,186	5%	1%
Recreation Administration	166,320	182,163	166,185	175,007	8,822	5%	1%
Events	50,078	258,614	219,686	399,234	179,548	82%	1%
Recreation Programs	104,001	84,815	112,859	116,532	3,673	3%	0%
Youth Sports	252,562	251,868	274,257	287,868	13,611	5%	1%
Adult Sports	316,087	323,673	332,039	349,582	17,543	5%	1%
Summer Camps	95,070	128,666	143,067	202,032	58,965	41%	1%
After School Programs	590,223	646,229	680,503	721,067	40,564	6%	2%
Community Gardens	17,995	4,302	32,162	33,766	1,604	5%	0%
Community Facilities	263,555	277,836	285,744	293,717	7,973	3%	1%
Aquatics Administration	1,117,680	1,078,927	1,168,612	1,203,465	34,853	3%	4%
Aquatics Programs	1,063,555	1,125,103	1,208,020	1,277,784	69,764	6%	4%
GFRC	337,253	424,710	520,363	541,171	20,808	4%	2%
Public Art Administration	-	212,819	350,300	271,750	(78,550)	-22%	1%
Parks Dev SDC	8,778,317	17,671,266	6,340,000	9,288,900	2,948,900	47%	28%
JBW Wetland Mitigation	119,036	119,765	120,200	121,365	1,165	1%	0%
Parks Dev Cap Proj	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%	6%
Jackson Bottom Wetlands	211,662	169,868	195,300	-	(195,300)	-100%	0%
Total:	\$ 31,285,222	\$ 45,704,796	\$ 33,285,835	\$ 33,135,506	\$ (150,329)	0%	100%



Budget Summary (continued)

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Budget by Fund							
General Fund (100)	17,500,066	18,752,388	20,057,535	21,369,441	1,311,906	7%	64%
Public Arts Fund (102)	-	212,819	350,300	271,750	(78,550)	-22%	1%
Parks SDC Fund (115)	8,778,317	17,671,266	6,340,000	9,288,900	2,948,900	47%	28%
Wetland Mitigation Fund (232)	119,036	119,765	120,200	121,365	1,165	1%	0%
Parks Capital Projects Fund (410)	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%	6%
Jackson Bottom Preserve (670)	211,662	169,868	195,300	-	(195,300)	-100%	0%
Total:	\$ 31,285,222	\$ 45,704,796	\$ 33,285,835	\$ 33,135,506	\$ (150,329)	0%	100%







Parks & Recreation Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Parks & Recreation Director	1.0	1.0	1.0	41	\$ 108,472	\$ 142,742
Assistant Parks & Recreation Director	1.0	1.0	1.0	38	96,432	126,898
Senior Parks & Recreation Manager	2.0	3.0	3.0	36	89,156	117,323
Parks Maintenance Superintendent	1.0	1.0	1.0	34	82,430	108,472
Assistant Parks Superintendent	1.0	1.0	1.0	32	76,211	100,289
Community Resources Manager	1.0	1.0	1.0	32	76,211	100,289
Project Manager	2.0	2.0	2.0	32	76,211	100,289
Parks & Recreation Facilities Manager	1.0	1.0	1.0	32	76,211	100,289
Program and Support Manager	1.0	1.0	1.0	32	76,211	100,289
Cultural Arts Program Manager	1.0	1.0	1.0	32	76,211	100,289
Recreation Center Manager	1.0	1.0	1.0	32	76,211	100,289
Parks and Recreation Manager	2.0	2.0	2.0	31	73,280	96,432
Maintenance Coordinator	1.0	1.0	1.0	26	60,230	79,259
Parks and Recreation Supervisor	15.0	15.0	15.0	25	57,914	76,211
Administration Support Supervisor	1.0	1.0	1.0	25	57,914	76,211
Project Specialist	3.0	3.0	3.0	25	57,914	76,211
Parks Maintenance Coordinator	5.0	6.0	6.0	25	57,914	76,211
Pool Operations Supervisor	1.0	1.0	1.0	23	53,545	70,461
Volunteer Services Coordinator	1.0	1.0	1.0	23	53,545	70,461
Watershed Restoration Coordinator	1.0	1.0	1.0	23	53,545	70,461
Mechanic	1.0	1.0	2.0	22	51,486	67,752
Parks & Recreation Facilities Coordinator	3.0	3.0	3.0	21	49,505	65,145
Senior Parks Maintenance Technician	27.0	26.0	26.0	20	47,602	62,640
Pool Operator	1.0	1.0	1.0	19	45,770	60,230
Parks Maintenance Technician	5.0	5.0	6.0	18	44,010	57,914
Administrative Support Specialist	6.0	6.0	6.0	17	42,318	55,686
Senior Center Head Chef	1.0	1.0	1.0	15	39,125	51,486
Senior Center Assistant Chef	0.875	0.875	0.875	10	32,157	42,318
Custodian	3.0	3.0	3.0	10	32,157	42,318
Senior Center Kitchen Aide	1.875	1.875	1.875	3	24,438	32,157
Total:	92.75	93.75	95.75			

Note: Does not include part time staff hours

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	574,539	604,716	710,635	636,353	636,353	636,353
5005 Salaries - Part-Time	38,424	44,383	41,310	42,343	42,343	42,343
5100 Overtime	-	208	-	-	-	-
5301 Med/Den/Vis Insurance	110,797	116,123	141,835	127,232	127,232	127,232
5303 PERS	54,505	71,299	83,723	85,258	85,258	85,258
5308 VEBA	11,479	11,704	14,217	12,731	12,731	12,731
5309 PERS Stabilization	18,541	-	-	-	-	-
5310 Accrued Payroll Expense	-	84,000	50,000	11,000	11,000	11,000
5399 Other Benefits and Taxes	58,234	60,987	72,840	65,163	65,163	65,163
Total Personnel Services	\$866,519	\$993,420	\$1,114,560	\$980,080	\$980,080	\$980,080
Materials & Services						
6000 Office Supplies	38,277	43,434	40,500	50,500	50,500	50,500
6001 Communications Services	44,887	50,514	45,500	45,500	45,500	45,500
6002 Travel/Training/Dues	29,940	36,548	55,500	55,500	55,500	55,500
6003 Postage	5,099	5,370	-	-	-	-
6004 Program Supplies/Materials	2,946	637	-	-	-	-
6007 Printing	-	13	-	-	-	-
6100 Contractual Services	5,630	4,551	-	-	-	-
6101 Other Services	72,316	79,311	67,250	67,250	67,250	67,250
Total Materials & Services	\$199,095	\$220,378	\$208,750	\$218,750	\$218,750	\$218,750
Capital Outlay						
7030 Facilities and Improvements	-	69	-	-	-	-
Total Capital Outlay	\$0	\$69	\$0	\$0	\$0	\$0
Special Payments						
8008 Facilities Depreciation	227,714	216,879	261,805	269,004	269,004	269,004
8009 Support Services Charge	1,951,826	2,091,695	2,383,312	2,616,892	2,616,892	2,616,892
8010 Equipment Depreciation	87,657	87,657	100,880	99,848	99,848	99,848
8011 Facilities Charge	1,060,000	973,165	1,071,728	1,152,284	1,152,284	1,152,284
8024 Fleet Services Charge	256,673	254,756	233,683	233,683	233,683	233,683
Total Special Payments	\$3,583,870	\$3,624,152	\$4,051,408	\$4,371,711	\$4,371,711	\$4,371,711
Total	\$4,649,484	\$4,838,019	\$5,374,718	\$5,570,541	\$5,570,541	\$5,570,541



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	211,982	262,784	283,062	252,712	252,712	252,712
5005 Salaries - Part-Time	1,825	2,531	5,151	5,280	5,280	5,280
5100 Overtime	-	1,661	-	-	-	-
5301 Med/Den/Vis Insurance	47,456	63,802	71,628	54,718	54,718	54,718
5303 PERS	20,090	28,125	33,206	42,259	42,259	42,259
5308 VEBA	4,230	5,162	5,663	5,055	5,055	5,055
5309 PERS Stabilization	6,439	-	-	-	-	-
5399 Other Benefits and Taxes	20,677	25,848	29,736	24,120	24,120	24,120
Total Personnel Services	\$312,699	\$389,913	\$428,446	\$384,144	\$384,144	\$384,144
Materials & Services						
6000 Office Supplies	1,487	1,516	-	1,000	1,000	1,000
6002 Travel/Training/Dues	2,520	5,510	-	-	-	-
6004 Program Supplies/Materials	6,116	17,821	9,000	12,000	12,000	12,000
6005 Advertising/Promotion	4,541	5,943	4,000	5,000	5,000	5,000
6007 Printing	47,350	56,024	50,000	50,000	50,000	50,000
6100 Contractual Services	11,829	5,339	27,000	27,000	27,000	27,000
6101 Other Services	50,000	60,000	60,000	60,000	60,000	60,000
6300 Uniforms	-	161	-	-	-	-
Total Materials & Services	\$123,843	\$152,314	\$150,000	\$155,000	\$155,000	\$155,000
Capital Outlay						
7010 Office Equipment	-	930	-	-	-	-
Total Capital Outlay	\$0	\$930	\$0	\$0	\$0	\$0
Total	\$436,542	\$543,157	\$578,446	\$539,144	\$539,144	\$539,144

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	57,937	60,920	64,872	68,886	68,886	68,886
5005 Salaries - Part-Time	6,008	2,561	5,999	6,149	6,149	6,149
5301 Med/Den/Vis Insurance	15,797	16,971	18,139	18,686	18,686	18,686
5303 PERS	4,601	6,118	7,066	8,790	8,790	8,790
5308 VEBA	1,125	1,183	1,298	1,378	1,378	1,378
5309 PERS Stabilization	1,765	-	-	-	-	-
5399 Other Benefits and Taxes	6,616	6,606	7,305	7,854	7,854	7,854
Total Personnel Services	\$93,849	\$94,359	\$104,679	\$111,743	\$111,743	\$111,743
Materials & Services						
6000 Office Supplies	125	125	-	-	-	-
6002 Travel/Training/Dues	733	280	-	-	-	-
6004 Program Supplies/Materials	7,855	8,877	18,000	18,000	18,000	18,000
6007 Printing	-	194	-	-	-	-
6100 Contractual Services	-	25	-	-	-	-
6101 Other Services	24,875	15,396	-	-	-	-
Total Materials & Services	\$33,588	\$24,897	\$18,000	\$18,000	\$18,000	\$18,000
Total	\$127,437	\$119,256	\$122,679	\$129,743	\$129,743	\$129,743





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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	262,998	281,057	317,127	340,677	340,677	340,677
5005 Salaries - Part-Time	51,511	62,808	76,408	78,318	78,318	78,318
5100 Overtime	832	679	-	-	-	-
5301 Med/Den/Vis Insurance	76,298	86,639	125,300	89,769	89,769	89,769
5303 PERS	21,324	32,978	38,909	48,695	48,695	48,695
5308 VEBA	4,721	5,228	6,344	6,815	6,815	6,815
5309 PERS Stabilization	8,638	-	-	-	-	-
5399 Other Benefits and Taxes	32,940	35,782	40,445	45,033	45,033	45,033
Total Personnel Services	\$459,262	\$505,171	\$604,533	\$609,307	\$609,307	\$609,307
Materials & Services						
6000 Office Supplies	5,161	2,728	4,000	4,000	4,000	4,000
6002 Travel/Training/Dues	27	1,215	-	-	-	-
6004 Program Supplies/Materials	26,325	31,727	30,000	30,000	30,000	30,000
6007 Printing	7,649	11,319	-	-	-	-
6100 Contractual Services	9,186	19,874	15,000	25,000	25,000	25,000
6101 Other Services	31,002	23,508	36,300	26,300	26,300	26,300
6301 Safety Supplies	55	-	-	-	-	-
Total Materials & Services	\$79,405	\$90,371	\$85,300	\$85,300	\$85,300	\$85,300
Total	\$538,667	\$595,542	\$689,833	\$694,607	\$694,607	\$694,607

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	285,680	282,774	326,406	352,760	352,760	352,760
5005 Salaries - Part-Time	77,344	57,087	42,390	43,450	43,450	43,450
5100 Overtime	(1,557)	98	-	-	-	-
5301 Med/Den/Vis Insurance	69,272	70,349	86,244	89,221	89,221	89,221
5303 PERS	33,646	43,121	48,603	59,047	59,047	59,047
5308 VEBA	5,594	5,470	6,530	7,058	7,058	7,058
5309 PERS Stabilization	9,178	-	-	-	-	-
5399 Other Benefits and Taxes	41,045	38,273	42,833	44,640	44,640	44,640
Total Personnel Services	\$520,202	\$497,172	\$553,006	\$596,176	\$596,176	\$596,176
Materials & Services						
6000 Office Supplies	3,270	5,980	3,000	3,000	3,000	3,000
6002 Travel/Training/Dues	3,507	775	-	-	-	-
6003 Postage	161	32	-	-	-	-
6004 Program Supplies/Materials	16,072	14,199	20,000	20,000	20,000	20,000
6005 Advertising/Promotion	-	255	1,000	1,000	1,000	1,000
6007 Printing	694	1,629	4,000	4,000	4,000	4,000
6100 Contractual Services	4,675	21,379	10,000	20,000	20,000	20,000
6101 Other Services	25,968	22,504	30,000	30,000	30,000	30,000
6300 Uniforms	2,190	6,160	1,500	1,500	1,500	1,500
Total Materials & Services	\$56,537	\$72,913	\$69,500	\$79,500	\$79,500	\$79,500
Capital Outlay						
7030 Facilities and Improvements	24,041	23,774	20,000	-	-	-
Total Capital Outlay	\$24,041	\$23,774	\$20,000	\$0	\$0	\$0
Total	\$600,780	\$593,859	\$642,506	\$675,676	\$675,676	\$675,676



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	138,488	141,042	143,426	202,698	202,698	202,698
5301 Med/Den/Vis Insurance	31,399	33,445	34,945	54,376	54,376	54,376
5303 PERS	15,927	18,582	18,884	29,848	29,848	29,848
5308 VEBA	2,770	2,812	2,869	4,054	4,054	4,054
5309 PERS Stabilization	4,155	-	-	-	-	-
5399 Other Benefits and Taxes	14,689	14,981	15,735	22,272	22,272	22,272
Total Personnel Services	\$207,428	\$210,862	\$215,859	\$313,248	\$313,248	\$313,248
Materials & Services						
6200 Fuel/Oil	79,834	64,265	108,000	108,000	108,000	108,000
6416 Equipment Maintenance	52,328	71,562	45,000	45,000	45,000	45,000
Total Materials & Services	\$132,162	\$135,827	\$153,000	\$153,000	\$153,000	\$153,000
Total	\$339,590	\$346,689	\$368,859	\$466,248	\$466,248	\$466,248

Parks Maintenance

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

Parks Maintenance-10014404

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	2,022,027	2,207,706	2,421,680	2,556,384	2,556,384	2,556,384
5005 Salaries - Part-Time	776,072	865,284	640,200	756,205	756,205	756,205
5010 Extra Labor	-	8,917	-	-	-	-
5100 Overtime	25,702	36,193	-	-	-	-
5301 Med/Den/Vis Insurance	560,211	655,001	707,864	736,562	736,562	736,562
5303 PERS	248,125	311,270	365,593	452,560	452,560	452,560
5308 VEBA	39,855	43,789	48,437	51,132	51,132	51,132
5309 PERS Stabilization	73,017	-	-	-	-	-
5399 Other Benefits and Taxes	323,080	358,449	342,826	360,101	360,101	360,101
Total Personnel Services	\$4,068,089	\$4,486,609	\$4,526,600	\$4,912,944	\$4,912,944	\$4,912,944
Materials & Services						
6000 Office Supplies	3,516	5,789	3,500	3,500	3,500	3,500
6001 Communications Services	978	490	-	-	-	-
6002 Travel/Training/Dues	13,648	9,017	-	-	-	-
6004 Program Supplies/Materials	475,626	483,070	492,500	492,500	492,500	492,500
6100 Contractual Services	153,235	156,896	107,500	107,500	107,500	107,500
6101 Other Services	32,795	34,346	50,000	50,000	50,000	50,000
6200 Fuel/Oil	12,746	5,424	-	-	-	-
6300 Uniforms	7,624	9,559	12,000	16,200	16,200	16,200
6301 Safety Supplies	13,830	21,868	15,000	15,000	15,000	15,000
6400 Utilities	313,442	376,244	330,000	330,000	330,000	330,000
6409 Computer Software	2,105	-	-	-	-	-
6410 Computer Hardware	8,341	-	-	-	-	-
6416 Equipment Maintenance	1,250	181	-	-	-	-
Total Materials & Services	\$1,039,136	\$1,102,884	\$1,010,500	\$1,014,700	\$1,014,700	\$1,014,700
Capital Outlay						
7045 Park Equipment	99,661	154,469	204,500	364,500	364,500	329,500
Total Capital Outlay	\$99,661	\$154,469	\$204,500	\$364,500	\$364,500	\$329,500
Total	\$5,206,886	\$5,743,962	\$5,741,600	\$6,292,144	\$6,292,144	\$6,257,144



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	281,566	206,034	296,210	314,353	314,353	314,353
5005 Salaries - Part-Time	764	3,396	-	-	-	-
5301 Med/Den/Vis Insurance	47,206	34,472	52,023	54,718	54,718	54,718
5303 PERS	26,492	21,364	29,147	36,479	36,479	36,479
5308 VEBA	5,631	3,924	5,924	6,288	6,288	6,288
5309 PERS Stabilization	8,488	-	-	-	-	-
5399 Other Benefits and Taxes	25,636	19,034	31,450	28,933	28,933	28,933
Total Personnel Services	\$395,783	\$288,224	\$414,754	\$440,771	\$440,771	\$440,771
Materials & Services						
6000 Office Supplies	452	984	500	500	500	500
6002 Travel/Training/Dues	7,127	6,416	-	-	-	-
6004 Program Supplies/Materials	493	-	-	-	-	-
6100 Contractual Services	33,535	740	32,500	32,500	32,500	32,500
Total Materials & Services	\$41,607	\$8,140	\$33,000	\$33,000	\$33,000	\$33,000
Capital Outlay						
7030 Facilities and Improvements	6,141	77,769	25,000	-	-	24,445
Total Capital Outlay	\$6,141	\$77,769	\$25,000	\$0	\$0	\$24,445
Total	\$443,531	\$374,133	\$472,754	\$473,771	\$473,771	\$498,216



Cultural Arts Center Administration

The Walters Cultural Arts Center (CAC) 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	131,464	138,681	147,456	130,149	130,149	130,149
5005 Salaries - Part-Time	91,857	98,026	107,209	109,889	109,889	109,889
5100 Overtime	1,204	269	-	-	-	-
5301 Med/Den/Vis Insurance	31,616	33,923	36,277	37,669	37,669	37,669
5303 PERS	15,934	21,706	25,151	27,881	27,881	27,881
5308 VEBA	2,629	2,776	2,950	2,604	2,604	2,604
5309 PERS Stabilization	6,180	-	-	-	-	-
5399 Other Benefits and Taxes	22,903	24,105	23,287	25,429	25,429	25,429
Total Personnel Services	\$303,787	\$319,486	\$342,330	\$333,621	\$333,621	\$333,621
Materials & Services						
6000 Office Supplies	6,554	5,701	8,000	8,000	8,000	8,000
6002 Travel/Training/Dues	3,955	2,063	-	-	-	-
6003 Postage	-	38	-	-	-	-
6004 Program Supplies/Materials	2,438	5,446	3,000	3,000	3,000	3,000
6005 Advertising/Promotion	2,073	743	2,000	2,000	2,000	2,000
6007 Printing	308	-	-	-	-	-
6101 Other Services	1,510	1,000	5,500	5,500	5,500	5,500
Total Materials & Services	\$16,838	\$14,991	\$18,500	\$18,500	\$18,500	\$18,500
Capital Outlay						
7030 Facilities and Improvements	20,815	-	-	-	-	-
Total Capital Outlay	\$20,815	\$0	\$0	\$0	\$0	\$0
Total	\$341,440	\$334,477	\$360,830	\$352,121	\$352,121	\$352,121



Cultural Arts Center 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	59,573	62,726	66,811	70,939	70,939	70,939
5301 Med/Den/Vis Insurance	15,810	16,933	18,139	18,686	18,686	18,686
5303 PERS	4,729	6,261	6,667	8,316	8,316	8,316
5308 VEBA	1,191	1,255	1,337	1,420	1,420	1,420
5309 PERS Stabilization	1,814	-	-	-	-	-
5399 Other Benefits and Taxes	6,229	6,496	6,948	7,318	7,318	7,318
Total Personnel Services	\$89,346	\$93,671	\$99,902	\$106,679	\$106,679	\$106,679
Materials & Services						
6002 Travel/Training/Dues	-	25	-	-	-	-
6003 Postage	-	-	5,000	5,000	5,000	5,000
6004 Program Supplies/Materials	12,852	15,185	20,000	20,000	20,000	20,000
6005 Advertising/Promotion	10,629	13,774	27,000	27,000	27,000	27,000
6007 Printing	7,232	8,583	20,000	20,000	20,000	20,000
6100 Contractual Services	53,126	52,386	65,000	65,000	65,000	65,000
6101 Other Services	536	800	6,000	6,000	6,000	6,000
Total Materials & Services	\$84,375	\$90,753	\$143,000	\$143,000	\$143,000	\$143,000
Total	\$173,721	\$184,424	\$242,902	\$249,679	\$249,679	\$249,679



Hillsboro Arts and Cultural Council

The Hillsboro Arts and Cultural Council (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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	111,788	131,332	137,956	143,753	143,753	143,753
5005 Salaries - Part-Time	24,958	24,374	31,401	32,186	32,186	32,186
5301 Med/Den/Vis Insurance	28,736	23,500	34,538	35,438	35,438	35,438
5303 PERS	9,648	15,047	16,665	20,356	20,356	20,356
5308 VEBA	2,236	2,627	2,759	2,875	2,875	2,875
5309 PERS Stabilization	3,701	-	-	-	-	-
5399 Other Benefits and Taxes	13,649	15,324	16,692	16,589	16,589	16,589
Total Personnel Services	\$194,716	\$212,204	\$240,011	\$251,197	\$251,197	\$251,197
Materials & Services						
6000 Office Supplies	22	10	-	-	-	-
6002 Travel/Training/Dues	315	15	-	-	-	-
6003 Postage	147	-	500	500	500	500
6004 Program Supplies/Materials	3,309	2,831	10,000	10,000	10,000	10,000
6005 Advertising/Promotion	2,390	8,623	3,000	3,000	3,000	3,000
6007 Printing	4,251	5,874	3,000	3,000	3,000	3,000
6100 Contractual Services	6,213	5,248	12,400	17,400	17,400	17,400
6101 Other Services	56,246	57,159	50,000	50,000	50,000	50,000
Total Materials & Services	\$72,893	\$79,760	\$78,900	\$83,900	\$83,900	\$83,900
Total	\$267,609	\$291,964	\$318,911	\$335,097	\$335,097	\$335,097



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	106,414	111,138	114,461	117,323	117,323	117,323
5005 Salaries - Part-Time	7,024	12,667	-	-	-	-
5301 Med/Den/Vis Insurance	15,536	16,452	16,761	16,707	16,707	16,707
5303 PERS	13,612	18,122	18,475	23,226	23,226	23,226
5308 VEBA	2,127	2,223	2,290	2,347	2,347	2,347
5309 PERS Stabilization	3,262	-	-	-	-	-
5399 Other Benefits and Taxes	13,597	13,830	14,198	11,404	11,404	11,404
Total Personnel Services	\$161,572	\$174,432	\$166,185	\$171,007	\$171,007	\$171,007
Materials & Services						
6000 Office Supplies	68	-	-	-	-	-
6002 Travel/Training/Dues	3,008	2,426	-	-	-	-
6004 Program Supplies/Materials	1,672	5,305	-	3,000	3,000	3,000
6100 Contractual Services	-	-	-	1,000	1,000	1,000
Total Materials & Services	\$4,748	\$7,731	\$0	\$4,000	\$4,000	\$4,000
Total	\$166,320	\$182,163	\$166,185	\$175,007	\$175,007	\$175,007

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	-	116,121	116,121	116,121
5005 Salaries - Part-Time	30,636	46,676	31,318	32,101	32,101	32,101
5100 Overtime	-	10	-	-	-	-
5301 Med/Den/Vis Insurance	-	-	-	37,462	37,462	37,462
5303 PERS	2,384	3,836	3,082	17,149	17,149	17,149
5308 VEBA	-	-	-	2,322	2,322	2,322
5309 PERS Stabilization	859	-	-	-	-	-
5399 Other Benefits and Taxes	3,407	5,197	2,686	15,479	15,479	15,479
Total Personnel Services	\$37,286	\$55,719	\$37,086	\$220,634	\$220,634	\$220,634
Materials & Services						
6002 Travel/Training/Dues	6	-	-	-	-	-
6004 Program Supplies/Materials	9,626	78,854	47,600	44,600	44,600	44,600
6100 Contractual Services	3,160	124,041	135,000	134,000	134,000	134,000
Total Materials & Services	\$12,792	\$202,895	\$182,600	\$178,600	\$178,600	\$178,600
Total	\$50,078	\$258,614	\$219,686	\$399,234	\$399,234	\$399,234



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	111	261	-	-	-	-
5005 Salaries - Part-Time	28,253	26,290	46,461	47,623	47,623	47,623
5100 Overtime	-	89	-	-	-	-
5303 PERS	2,133	2,208	4,572	5,510	5,510	5,510
5309 PERS Stabilization	743	-	-	-	-	-
5399 Other Benefits and Taxes	3,132	2,950	3,976	5,549	5,549	5,549
Total Personnel Services	\$34,372	\$31,798	\$55,009	\$58,682	\$58,682	\$58,682
Materials & Services						
6000 Office Supplies	-	24	-	-	-	-
6002 Travel/Training/Dues	1,275	138	-	-	-	-
6004 Program Supplies/Materials	7,384	11,914	26,000	26,000	26,000	26,000
6100 Contractual Services	60,970	40,941	31,850	31,850	31,850	31,850
Total Materials & Services	\$69,629	\$53,017	\$57,850	\$57,850	\$57,850	\$57,850
Total	\$104,001	\$84,815	\$112,859	\$116,532	\$116,532	\$116,532

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	69,100	72,194	74,353	76,212	76,212	76,212
5005 Salaries - Part-Time	73,111	66,704	73,800	75,645	75,645	75,645
5301 Med/Den/Vis Insurance	16,072	17,242	18,500	18,983	18,983	18,983
5303 PERS	11,088	14,059	19,316	23,904	23,904	23,904
5308 VEBA	1,381	1,444	1,488	1,525	1,525	1,525
5309 PERS Stabilization	3,055	-	-	-	-	-
5399 Other Benefits and Taxes	16,750	15,695	15,800	16,599	16,599	16,599
Total Personnel Services	\$190,557	\$187,338	\$203,257	\$212,868	\$212,868	\$212,868
Materials & Services						
6004 Program Supplies/Materials	27,702	27,825	29,000	33,000	33,000	33,000
6007 Printing	-	70	-	-	-	-
6100 Contractual Services	34,303	36,635	42,000	42,000	42,000	42,000
Total Materials & Services	\$62,005	\$64,530	\$71,000	\$75,000	\$75,000	\$75,000
Total	\$252,562	\$251,868	\$274,257	\$287,868	\$287,868	\$287,868





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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	69,195	72,194	74,353	76,212	76,212	76,212
5005 Salaries - Part-Time	59,894	60,134	66,861	68,533	68,533	68,533
5301 Med/Den/Vis Insurance	15,810	16,971	18,139	18,686	18,686	18,686
5303 PERS	9,030	11,396	13,988	16,856	16,856	16,856
5308 VEBA	1,381	1,444	1,488	1,525	1,525	1,525
5309 PERS Stabilization	3,341	-	-	-	-	-
5399 Other Benefits and Taxes	15,382	15,080	15,210	15,770	15,770	15,770
Total Personnel Services	\$174,033	\$177,219	\$190,039	\$197,582	\$197,582	\$197,582
Materials & Services						
6002 Travel/Training/Dues	-	360	-	-	-	-
6004 Program Supplies/Materials	14,565	14,574	22,000	22,000	22,000	22,000
6005 Advertising/Promotion	70	-	-	-	-	-
6100 Contractual Services	127,419	131,520	120,000	130,000	130,000	130,000
Total Materials & Services	\$142,054	\$146,454	\$142,000	\$152,000	\$152,000	\$152,000
Total	\$316,087	\$323,673	\$332,039	\$349,582	\$349,582	\$349,582

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5005 Salaries - Part-Time	35,446	43,649	62,731	64,299	64,299	64,299
5303 PERS	1,925	2,897	6,173	7,439	7,439	7,439
5309 PERS Stabilization	818	-	-	-	-	-
5399 Other Benefits and Taxes	3,955	4,863	5,363	7,494	7,494	7,494
Total Personnel Services	\$42,144	\$51,409	\$74,267	\$79,232	\$79,232	\$79,232
Materials & Services						
6000 Office Supplies	165	-	-	-	-	-
6004 Program Supplies/Materials	23,045	35,391	27,800	48,800	48,800	48,800
6100 Contractual Services	29,716	41,866	41,000	74,000	74,000	74,000
Total Materials & Services	\$52,926	\$77,257	\$68,800	\$122,800	\$122,800	\$122,800
Total	\$95,070	\$128,666	\$143,067	\$202,032	\$202,032	\$202,032

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	129,626	137,483	142,476	148,549	148,549	148,549
5005 Salaries - Part-Time	307,711	336,800	340,170	378,674	378,674	378,674
5100 Overtime	26	-	-	-	-	-
5301 Med/Den/Vis Insurance	31,883	34,212	36,639	37,669	37,669	37,669
5303 PERS	32,758	47,379	52,322	63,972	63,972	63,972
5308 VEBA	2,582	2,723	2,851	2,973	2,973	2,973
5309 PERS Stabilization	11,266	-	-	-	-	-
5399 Other Benefits and Taxes	50,714	53,454	47,295	44,980	44,980	44,980
Total Personnel Services	\$566,566	\$612,051	\$621,753	\$676,817	\$676,817	\$676,817
Materials & Services						
6000 Office Supplies	35	-	-	-	-	-
6002 Travel/Training/Dues	-	90	-	-	-	-
6004 Program Supplies/Materials	17,665	30,839	36,750	33,250	33,250	34,750
6007 Printing	945	144	-	-	-	-
6100 Contractual Services	5,012	3,105	22,000	11,000	11,000	9,500
Total Materials & Services	\$23,657	\$34,178	\$58,750	\$44,250	\$44,250	\$44,250
Total	\$590,223	\$646,229	\$680,503	\$721,067	\$721,067	\$721,067



Community Gardens

The Community Gardens program is a great way to learn new skills and meet new people. Garden plots are available at various locations throughout the City and provide citizens with a unique opportunity to grow their own produce.

Community Gardens-10014807

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	2,637	-	-	-	-	-
5005 Salaries - Part-Time	165	-	20,400	20,910	20,910	20,910
5301 Med/Den/Vis Insurance	2,267	-	-	-	-	-
5303 PERS	-	-	2,007	2,419	2,419	2,419
5308 VEBA	51	-	-	-	-	-
5399 Other Benefits and Taxes	309	-	1,755	2,437	2,437	2,437
Total Personnel Services	\$5,429	\$0	\$24,162	\$25,766	\$25,766	\$25,766
Materials & Services						
6004 Program Supplies/Materials	12,566	3,352	1,000	1,000	1,000	1,000
6100 Contractual Services	-	950	7,000	7,000	7,000	7,000
Total Materials & Services	\$12,566	\$4,302	\$8,000	\$8,000	\$8,000	\$8,000
Total	\$17,995	\$4,302	\$32,162	\$33,766	\$33,766	\$33,766



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	69,052	72,205	74,353	76,212	76,212	76,212
5005 Salaries - Part-Time	128,569	120,256	133,676	137,018	137,018	137,018
5301 Med/Den/Vis Insurance	15,543	16,452	16,761	16,707	16,707	16,707
5303 PERS	8,384	17,702	20,562	24,779	24,779	24,779
5308 VEBA	1,381	1,444	1,488	1,525	1,525	1,525
5309 PERS Stabilization	3,206	-	-	-	-	-
5399 Other Benefits and Taxes	22,901	21,673	20,904	19,476	19,476	19,476
Total Personnel Services	\$249,036	\$249,732	\$267,744	\$275,717	\$275,717	\$275,717
Materials & Services						
6000 Office Supplies	3,100	1,475	-	-	-	-
6002 Travel/Training/Dues	105	70	-	-	-	-
6004 Program Supplies/Materials	6,345	13,292	8,000	8,000	8,000	8,000
6005 Advertising/Promotion	142	-	-	-	-	-
6100 Contractual Services	4,827	12,898	10,000	10,000	10,000	10,000
6101 Other Services	-	369	-	-	-	-
Total Materials & Services	\$14,519	\$28,104	\$18,000	\$18,000	\$18,000	\$18,000
Total	\$263,555	\$277,836	\$285,744	\$293,717	\$293,717	\$293,717



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	330,916	340,876	354,731	371,607	371,607	371,607
5100 Overtime	-	1,608	-	-	-	-
5301 Med/Den/Vis Insurance	93,884	99,824	103,412	104,290	104,290	104,290
5303 PERS	28,452	37,075	38,350	47,597	47,597	47,597
5308 VEBA	6,595	6,826	7,095	7,433	7,433	7,433
5309 PERS Stabilization	9,954	-	-	-	-	-
5399 Other Benefits and Taxes	36,406	36,781	40,254	39,657	39,657	39,657
Total Personnel Services	\$506,207	\$522,990	\$543,842	\$570,584	\$570,584	\$570,584
Materials & Services						
6000 Office Supplies	24,742	20,700	15,000	15,000	15,000	15,000
6001 Communications Services	686	688	1,500	1,500	1,500	1,500
6002 Travel/Training/Dues	4,083	4,074	-	-	-	-
6004 Program Supplies/Materials	-	197	-	-	-	-
6007 Printing	-	1,170	-	-	-	-
6100 Contractual Services	576	342	5,000	5,000	5,000	5,000
6101 Other Services	110	314	-	-	-	-
6402 Maintenance Supplies	-	89,616	108,000	108,000	108,000	108,000
6416 Equipment Maintenance	456	7,591	10,000	10,000	10,000	10,000
Total Materials & Services	\$30,653	\$124,692	\$139,500	\$139,500	\$139,500	\$139,500
Special Payments						
8008 Facilities Depreciation	97,899	80,215	95,270	93,381	93,381	93,381
8011 Facilities Charge	482,921	351,030	390,000	400,000	400,000	400,000
Total Special Payments	\$580,820	\$431,245	\$485,270	\$493,381	\$493,381	\$493,381
Total	\$1,117,680	\$1,078,927	\$1,168,612	\$1,203,465	\$1,203,465	\$1,203,465

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	194,461	206,342	211,689	219,303	219,303	219,303
5005 Salaries - Part-Time	595,110	617,247	669,098	685,825	685,825	685,825
5100 Overtime	307	807	-	-	-	-
5301 Med/Den/Vis Insurance	46,709	49,435	50,374	50,211	50,211	50,211
5303 PERS	46,709	56,786	86,946	105,049	105,049	105,049
5308 VEBA	3,875	4,071	4,236	4,388	4,388	4,388
5309 PERS Stabilization	19,464	-	-	-	-	-
5399 Other Benefits and Taxes	90,685	93,603	84,277	86,608	86,608	86,608
Total Personnel Services	\$997,320	\$1,028,291	\$1,106,620	\$1,151,384	\$1,151,384	\$1,151,384
Materials & Services						
6000 Office Supplies	164	42	-	-	-	-
6002 Travel/Training/Dues	207	2,187	-	-	-	-
6004 Program Supplies/Materials	36,616	33,057	39,400	44,400	44,400	44,400
6101 Other Services	28,699	33,620	30,000	30,000	30,000	30,000
6301 Safety Supplies	549	-	-	-	-	-
Total Materials & Services	\$66,235	\$68,906	\$69,400	\$74,400	\$74,400	\$74,400
Capital Outlay						
7032 Facilities Equipment	-	27,906	32,000	-	-	52,000
Total Capital Outlay	\$0	\$27,906	\$32,000	\$0	\$0	\$52,000
Total	\$1,063,555	\$1,125,103	\$1,208,020	\$1,225,784	\$1,225,784	\$1,277,784



Gordon Faber Recreation Complex

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, Ron Tonkin Field and six 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	183,968	181,512	212,430	224,304	224,304	224,304
5005 Salaries - Part-Time	36,256	41,378	44,397	45,507	45,507	45,507
5010 Extra Labor	-	6,000	-	-	-	-
5100 Overtime	980	1,421	-	-	-	-
5301 Med/Den/Vis Insurance	47,197	47,753	53,038	56,058	56,058	56,058
5303 PERS	13,874	18,002	25,456	31,430	31,430	31,430
5308 VEBA	3,678	3,608	4,250	4,487	4,487	4,487
5309 PERS Stabilization	5,308	-	-	-	-	-
5399 Other Benefits and Taxes	24,981	23,959	27,792	26,385	26,385	26,385
Total Personnel Services	\$316,242	\$323,633	\$367,363	\$388,171	\$388,171	\$388,171
Materials & Services						
6002 Travel/Training/Dues	40	360	-	-	-	-
6003 Postage	24	-	-	-	-	-
6004 Program Supplies/Materials	19,177	35,742	65,000	65,000	65,000	65,000
6005 Advertising/Promotion	1,350	-	-	-	-	-
6007 Printing	420	-	-	-	-	-
6100 Contractual Services	-	3,190	-	-	-	-
6101 Other Services	-	61,785	88,000	88,000	88,000	88,000
Total Materials & Services	\$21,011	\$101,077	\$153,000	\$153,000	\$153,000	\$153,000
Total	\$337,253	\$424,710	\$520,363	\$541,171	\$541,171	\$541,171

Public Art Administration

The City allocates a minimum of one dollar per capita annually to fund public art projects throughout the City.

Public Art Administration-10214600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	-	503	25,000	25,000	25,000	25,000
6100 Contractual Services	-	62,241	155,000	135,000	135,000	135,000
Total Materials & Services	\$0	\$62,744	\$180,000	\$160,000	\$160,000	\$160,000
Capital Outlay						
7030 Facilities and Improvements	-	9,815	-	-	-	-
7050 Capital Reserve	-	-	170,300	111,750	111,750	111,750
Total Capital Outlay	\$0	\$9,815	\$170,300	\$111,750	\$111,750	\$111,750
Unappropriated Fund Balance						
8500 Unappropriated Fund Balance	-	140,260	-	-	-	-
Total Unappropriated Fund Balance	\$0	\$140,260	\$0	\$0	\$0	\$0
Total	\$0	\$212,819	\$350,300	\$271,750	\$271,750	\$271,750



Parks Development SDC

Parks Dev SDC-11514450

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7035 Land	-	6,992,863	-	-	-	-
7050 Capital Reserve	-	-	490,000	7,408,800	7,408,800	6,687,004
Total Capital Outlay	\$0	\$6,992,863	\$490,000	\$7,408,800	\$7,408,800	\$6,687,004
Debt Service						
8100 Bond Principal	-	-	-	-	-	622,206
8101 Bond Interest	-	-	-	-	-	99,590
Total Debt Service	\$0	\$0	\$0	\$0	\$0	\$721,796
Transfers						
8204 Transfer to Parks Capital Proj Fun	3,820,000	6,025,000	5,850,000	1,880,100	1,880,100	1,880,100
Total Transfers	\$3,820,000	\$6,025,000	\$5,850,000	\$1,880,100	\$1,880,100	\$1,880,100
Unapprop Fund Bal						
8500 Unapprop Fund Balance	4,958,317	4,653,403	-	-	-	-
Total Unapprop Fund Bal	\$4,958,317	\$4,653,403	\$0	\$0	\$0	\$0
Total	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	\$9,288,900	\$9,288,900

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
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	119,036	119,765	110,200	111,365	111,365	111,365
Total Unapprop Fund Bal	\$119,036	\$119,765	\$110,200	\$111,365	\$111,365	\$111,365
Total	\$119,036	\$119,765	\$120,200	\$121,365	\$121,365	\$121,365

Parks Development Capital Projects

Parks Dev Cap Proj-41014450

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	63,958	84,332	93,574	72,810	72,810	72,810
5005 Salaries - Part-Time	22,433	26,347	20,400	20,910	20,910	20,910
5301 Med/Den/Vis Insurance	16,764	22,289	18,545	19,028	19,028	19,028
5303 PERS	5,068	8,715	6,791	8,475	8,475	8,475
5308 VEBA	1,243	1,660	1,372	1,457	1,457	1,457
5309 PERS Stabilization	1,931	-	-	-	-	-
5310 Accrued Payroll Expense	-	1,000	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	8,484	10,967	8,334	9,396	9,396	9,396
Total Personnel Services	\$119,881	\$155,310	\$149,016	\$133,076	\$133,076	\$133,076
Materials & Services						
6002 Travel/Training/Dues	-	953	-	-	-	-
6004 Program Supplies/Materials	21,036	4,000	-	-	-	-
6005 Advertising/Promotion	-	885	-	-	-	-
6100 Contractual Services	343,899	462,850	1,000,000	150,000	150,000	150,000
6101 Other Services	100	-	-	-	-	-
Total Materials & Services	\$365,035	\$468,688	\$1,000,000	\$150,000	\$150,000	\$150,000
Capital Outlay						
7030 Facilities and Improvements	1,135,632	3,991,181	4,391,495	1,130,459	1,130,459	1,130,459
7035 Land	2,131,379	2,564,957	-	-	-	-
7040 Construction - Infrastructure	125,304	-	-	-	-	-
Total Capital Outlay	\$3,392,315	\$6,556,138	\$4,391,495	\$1,130,459	\$1,130,459	\$1,130,459
Debt Service						
8100 Bond Principal	-	598,023	610,043	622,305	622,305	622,305
8101 Bond Interest	-	72,492	(1,039,528)	48,210	48,210	48,210
8107 Interfund Loan Principal	-	-	741,175	-	-	-
8108 Interfund Loan Intrest	-	-	370,299	-	-	-
Total Debt Service	\$0	\$670,515	\$681,989	\$670,515	\$670,515	\$670,515
Unapprop Fund Bal						
8500 Unapprop Fund Balance	798,910	928,039	-	-	-	-
Total Unapprop Fund Bal	\$798,910	\$928,039	\$0	\$0	\$0	\$0
Total	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	\$2,084,050	\$2,084,050



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. This fund accounts for the 501c(3) non-profit that helps support the Preserve.

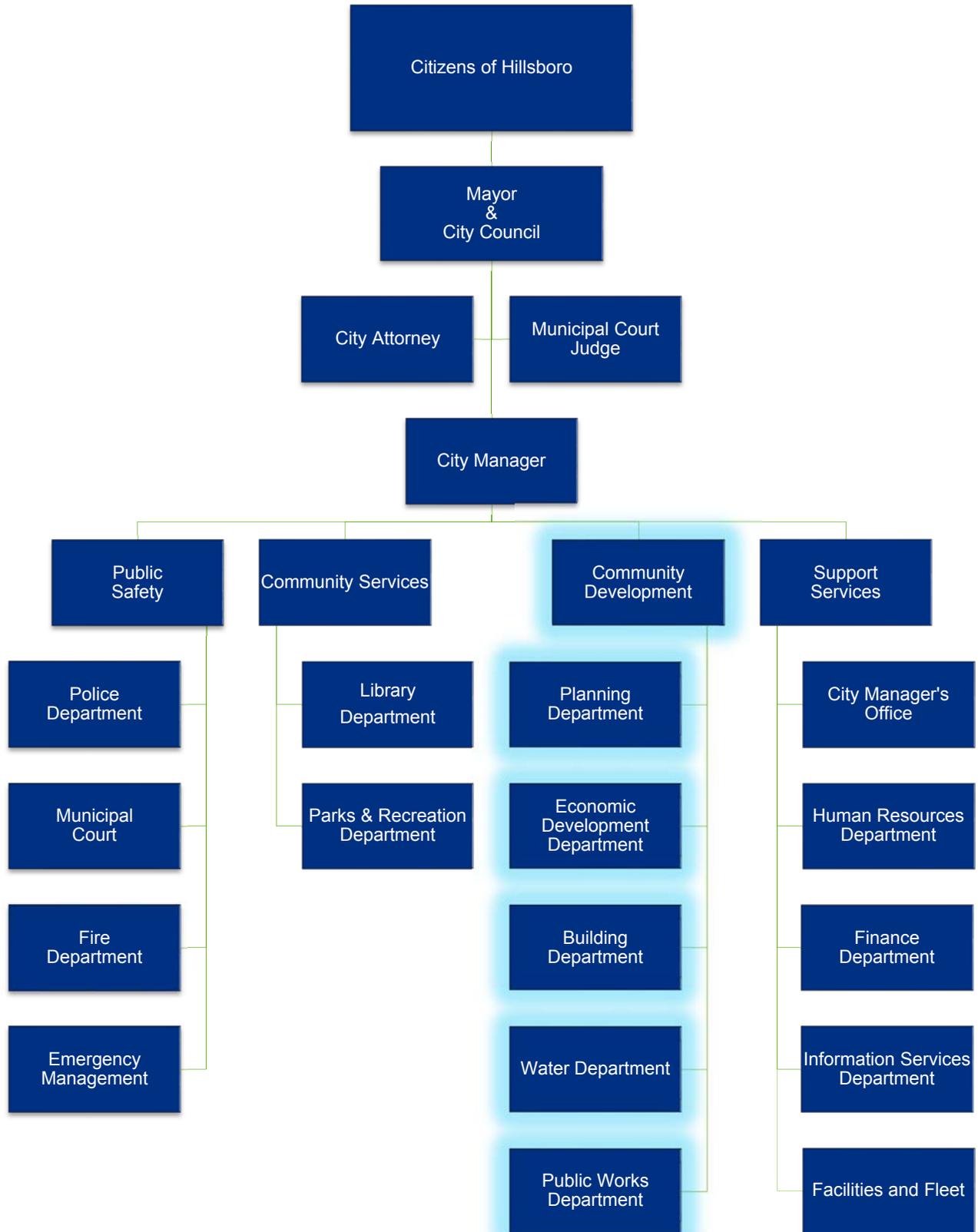
Jackson Bottom Wetlands-67014200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	-	-	5,000	5,000	5,000	-
6004 Program Supplies/Materials	2,584	6,701	60,000	60,000	60,000	-
6100 Contractual Services	5,308	3,769	-	20,000	20,000	-
6101 Other Services	4,068	3,071	5,000	5,000	5,000	-
6300 Uniforms	4,113	-	8,000	8,000	8,000	-
6301 Safety Supplies	44,684	1,318	5,000	5,000	5,000	-
Total Materials & Services	\$60,757	\$14,859	\$83,000	\$103,000	\$103,000	\$0
Special Payments						
8006 Other Services	-	-	35,482	-	-	-
8030 Payments to Other Gov't	-	-	76,818	-	-	-
Total Special Payments	\$0	\$0	\$112,300	\$0	\$0	\$0
Contingency						
8300 Contingency	-	-	-	4,315	4,315	-
Total Contingency	\$0	\$0	\$0	\$4,315	\$4,315	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	150,905	155,009	-	-	-	-
Total Unapprop Fund Bal	\$150,905	\$155,009	\$0	\$0	\$0	\$0
Total	\$211,662	\$169,868	\$195,300	\$107,315	\$107,315	\$0

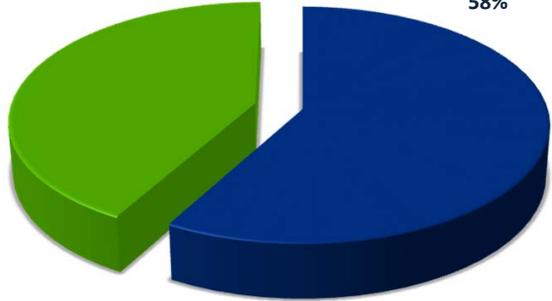


Community Development

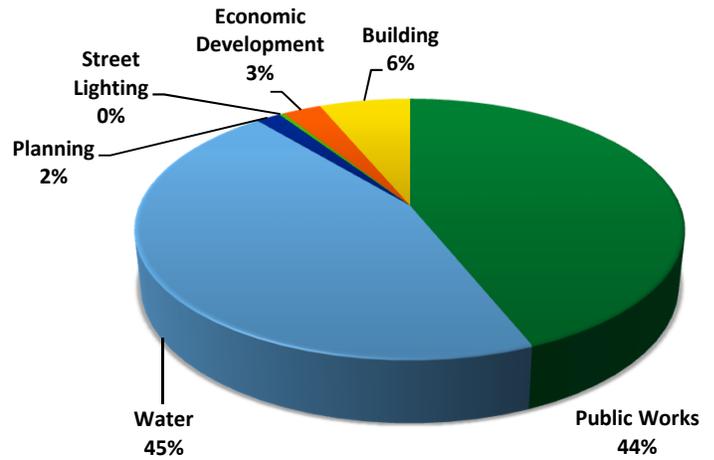
- *Planning Department*
- *Economic Development Department*
- *Building Department*
- *Water Department*
- *Public Works Department*



Total City Budget
\$536,269,089



Community Development
\$311,127,666



Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
General Revenues	1,871,360	2,022,902	2,267,165	1,500,369	(766,796)	-34%	0%
Taxes	717,534	907,666	1,006,000	1,486,500	480,500	48%	0%
Licenses and Permits	7,344,881	6,358,953	5,836,060	6,433,047	596,987	10%	2%
Fines and Forfeiture	13,953	22,168	13,000	24,000	11,000	85%	0%
Charges for Services	54,360,440	58,095,353	60,903,105	64,181,952	3,278,847	5%	21%
Interest	987,284	1,148,752	1,235,749	1,005,772	(229,977)	-19%	0%
Grants and Donations	870,464	1,248,364	1,663,000	-	(1,663,000)	-100%	0%
Intergovernmental	5,800,993	6,076,805	5,965,000	6,627,575	662,575	11%	2%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%	0%
Systems Development	11,543,279	19,428,051	22,038,855	22,724,560	685,705	3%	7%
Other Financing Src	11,376,125	12,120,826	20,726,736	15,193,377	(5,533,359)	-27%	5%
Miscellaneous	2,795,328	10,014,240	6,670,391	7,240,743	570,352	9%	2%
Joint Venture Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%	3%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%	5%
Equip Reserve	-	-	500,000	500,000	-	0%	0%
Beginning Working Capital	150,445,723	163,167,155	155,426,350	158,576,530	3,150,180	2%	51%
Total Resources	\$258,235,406	\$292,014,346	\$298,242,767	\$311,127,666	\$ 12,884,899	4%	100%

Requirements by Category

Personnel Services	20,795,133	22,519,736	27,210,306	29,521,208	2,310,902	8%	9%
Materials & Services	14,152,857	13,961,409	23,810,464	22,619,526	(1,190,938)	-5%	7%
Capital Outlay	15,319,131	29,845,918	162,379,473	182,307,136	19,927,663	12%	59%
Special Payments	36,609,357	38,573,386	47,481,832	48,517,334	1,035,502	2%	16%
Debt Service	2,427,541	10,121,851	9,818,969	4,086,439	(5,732,530)	-58%	1%
Transfers	8,765,915	16,689,121	13,117,640	9,462,860	(3,654,780)	-28%	3%
Contingency	-	-	7,825,706	6,537,531	(1,288,175)	-16%	2%
Unapprop Fund Bal	160,165,472	160,302,925	6,598,377	8,075,632	1,477,255	22%	3%
Total Requirements	\$258,235,406	\$292,014,346	\$298,242,767	\$311,127,666	\$ 12,884,899	4%	100%



Budget Summary

Requirements by Department	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Planning	4,460,274	4,672,565	5,489,115	5,354,529	(134,586)	-2%	2%
Street Lighting	856,496	845,951	1,010,000	1,010,000	-	0%	0%
Economic Development	4,961,219	6,660,711	11,284,500	8,442,118	(2,842,382)	-25%	3%
Building	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%	6%
Public Works	112,042,443	129,889,460	131,570,651	136,412,740	4,842,089	4%	44%
Water	106,568,648	120,563,441	128,429,527	140,139,769	11,710,242	9%	45%
Total Requirements	\$258,235,406	\$292,014,346	\$298,242,767	\$311,127,666	\$ 12,884,899	4%	100%

Requirements by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
General Fund (100)	5,316,770	5,518,516	6,499,115	6,364,529	(134,586)	-2%	2%
Economic Development (120)	3,602,238	3,960,468	3,817,500	3,360,460	(457,040)	-12%	1%
Transportation Fund (200)	9,621,516	12,169,066	11,193,400	15,730,876	4,537,476	41%	5%
Pathways Fund Gas Tax (202)	1,343,242	582,347	478,000	515,471	37,471	8%	0%
Transportation Depreciation (204)	687,955	1,219,856	972,448	1,984,170	1,011,722	104%	1%
TUF Pavement Management Fund (205)	4,097,276	4,343,706	5,505,300	7,245,188	1,739,888	32%	2%
TUF Pathways Fund (206)	3,250,179	3,855,669	5,033,200	4,666,455	(366,745)	-7%	1%
TIF Fund (210)	16,794,617	21,272,677	14,500,250	11,159,000	(3,341,250)	-23%	4%
TDT Fund (212)	15,080,368	22,076,211	25,649,100	28,972,465	3,323,365	13%	9%
Transportation SDC Fund (214)	-	(5,941)	5,000,000	544,500	(4,455,500)	-89%	0%
Special Assessments Fund (220)	68,750	20,958	12,850	25,407	12,557	98%	0%
Downtown UR Tax Increment Fund (310)	930,596	1,493,605	1,494,000	1,411,100	(82,900)	-6%	0%
NOHI UR Tax Increment Fund (312)	-	-	101,000	847,000	746,000	739%	0%
Downtown UR General Fund (400)	428,385	1,206,638	1,401,000	1,449,440	48,440	3%	0%
NOHI UR General Fund (412)	-	-	4,471,000	1,374,118	(3,096,882)	-69%	0%
Water Fund (500)	34,353,940	40,211,509	43,200,900	51,593,990	8,393,090	19%	17%
Water Depreciation Fund (502)	15,910,526	17,754,802	17,924,000	17,001,430	(922,570)	-5%	5%
Water SDC Fund (504)	40,777,280	46,549,580	48,708,155	41,655,400	(7,052,755)	-14%	13%
Water Debt Service Fund (506)	3,852,932	2,559,060	2,575,100	1,990,700	(584,400)	-23%	1%
Water Rate Stabilization (508)	633,762	763,413	891,750	1,021,415	129,665	15%	0%
Sewer Fund (510)	26,377,741	27,428,186	29,462,525	31,107,436	1,644,911	6%	10%
Sewer Depreciation Fund (512)	9,344,824	8,985,881	7,795,115	6,438,192	(1,356,923)	-17%	2%
Sewer SDC Fund (514)	10,025,642	10,023,953	9,328,100	9,718,340	390,240	4%	3%
Sewer Local Service Fee (516)	738,646	2,253,658	3,792,330	5,709,385	1,917,055	51%	2%
Surface Water Mgmt Fund (520)	6,750,241	7,551,234	8,083,310	8,015,500	(67,810)	-1%	3%
SWM Depreciation Fund (522)	739,121	1,202,718	1,160,873	1,188,133	27,260	2%	0%
SWM SDC Fund (524)	6,658,152	5,592,798	1,610,000	1,593,800	(16,200)	-1%	1%
SWM Local Service Fee (526)	364,938	1,213,151	1,906,550	1,697,822	(208,728)	-11%	1%
Property Management Fund (530)	99,235	103,332	87,300	100,600	13,300	15%	0%
Building Fund (540)	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%	6%
Joint Water Commission (800)	10,342,758	11,974,803	14,304,856	25,828,741	11,523,885	81%	8%
Barney Joint Reservoir Commission (810)	697,450	750,274	824,766	1,048,093	223,327	27%	0%
Total Requirements	\$258,235,406	\$292,014,346	\$298,242,767	\$311,127,666	\$ 12,884,899	4%	100%

Full Time Equivalent Positions	206	219	228	240	12	5%
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Planning Department



Planning Department Description

The Hillsboro Planning Department manages the City's land use and transportation planning and community development. The Department addresses public policy issues related to Comprehensive and Strategic Planning which include: land uses, zoning, urban design and transportation. The Department is comprised of four divisions: Administration, Development Services, Long Range Planning, and Transportation Planning. The Department prepares and implements the City's Comprehensive Plan and Community Development Code and coordinates the planning of infrastructure and public services that support land use development. The Planning Department has a significant role in the participation and coordination in State, Regional and County planning programs and events. The Department processes and provides advice/recommendations on land use applications to the City Council, Planning Commission, and the Planning and Zoning Hearings Board. In addition, the Department supports 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 2035 Community Plan Strategies and related actions.

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 – Create a culture of teamwork and communication that fosters innovation in order for the Department to routinely deliver exceptional strategic land use and transportation planning. Support other City Departments to assess and respond to the impacts of growth and development.

Development Services – Provide exceptional service and coordination for all development related activity within the Planning Department and continually improve interdepartmental support and coordination through efficient use of digital tools. Provide leadership and serve as a resource for urban design. Provide consistent application of the regulations contained in the Community Development Code.

Long Range Planning – Community collaboration to plan the City's future through accurate, efficient information using new tools, methodologies, and communication methods.

Transportation Planning - Improve City wide multi-modal transportation planning coordination to improve mobility and mode choice within the community.

Outcomes and Accomplishments

- Implementation of South Hillsboro Finance Plan
- Land Use Entitlement of over 1,100 new single-family homes in South Hillsboro
- Initiation of the Jackson East Concept Plan
- Ongoing Implementation of the Accela Permit System and ProjectDox Digital Plan Review System
- Participation/Leadership in the Washington County Transportation Futures Study
- Support for Economic Development Department Business Recruitment
- Completion of Washington County High Growth Transportation Funding Study
- Implementation of the Hillsboro Street Naming Project
- Downtown Storefront Grant Program Design Support
- Planning and Urban Design Support for Downtown Projects (e.g. Block 67)
- Staff participation in Urban Growth Management Task Force
- Active participation in Regional and County Planning Programs
- Administration and award of 2nd Annual Joan Kramer Historical Preservation Grants
- Participation and support for the Housing Assistance Team
- Orenco Platform District Case Study
- Notable Development Services Projects Include: The SunCap Apartment Complex, Reach Orchards at Orenco Phase 3, Majestic Industrial Subdivision, Rosedale Parks and Butternut Creek Planned Unit Developments.

Budget Highlights for FY 2017-18

The Department's budget includes resources to complete the following existing City priority projects:

- Comprehensive Plan Update / Implementation Measures
- Transportation System Plan Update
- South Hillsboro Town Center Master Planning
- Jackson East Concept Plan Completion
- Witch Hazel South Concept Plan
- North Hillsboro Master Planning Support
- Participation in Hillsboro Airport Master Plan
- 2018 Metro Urban Growth Boundary Decision Making Process
- Community Design Guidelines
- AmberGlen Plan Transportation Network Implementation
- Transportation Modeling and Forecasting for 50 year land and transportation needs
- Community Development Code Updates
- Hillsboro Historic Landmarks Advisory Committee Work

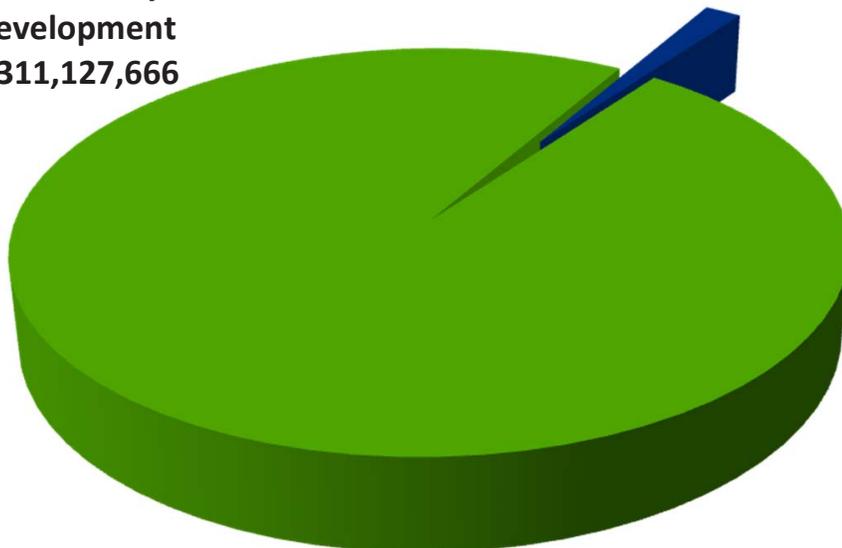


Performance Measures

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual/Target 2016-17	Budget 2017-18
Anticipate and prepare for change and its potential opportunities and challenges (CWSP 2)	Update of City's Comprehensive Plan following on the completion of the Vision 2035 effort to provide City Policy Directives in the areas of, citizen involvement, land use, transportation, economic development, open space and natural areas management, and public facilities	Progress of completed document; Goal to complete by end of FY 17-18	*	*	Analysis Complete	Comprehensive Plan 40% Complete	75% Complete
Nurture a culture of trust and engagement with Hillsboro residents and community partners (CWSP 4)	Develop and deploy innovative public engagement tools that increase and diversify citizen involvement in all public planning process	Progress of completed engagement tools	*	In Progress	In Progress	90% Complete	Ongoing
	Deploy digital web based communication platform for the Comprehensive Plan and Transportation System Plan updates	Progress of completed web communication platform	*	In Progress	In Progress	90% Complete	Complete
	Complete Video Introduction for Comprehensive Plan Update	Progress of completed video	*	In Progress	In Progress	In Progress	Complete
Ensure city services are responsive, equitable and accessible (CWSP 5)	Implementation of 100% Paperless Permitting by the end of FY 2017-18, through ongoing improvements of existing software and deployment of new tools	Percentage of paperless permitting implemented	*	In Progress	In Progress	85 % Implementation	90 % Implemented
Develop a common "Hillsboro" address for every home and business within the boundary of the City reflected in all postal addresses. (Hillsboro 2020 Vision Action Plan Strategy 5)	Hillsboro Address Project Phase 1 - implementation in late summer/fall 2016 (phase 1 approved by Council in February 2016)	Progress of Phase 1 implementation	*	*	In Progress	In Progress	In Progress
	Hillsboro Address Project Phase 2 - implementation forecasted for late 2016/early 2017 (phase 2 approved by Council in May 2016)	Progress of Phase 2 implementation	*	*	In Progress	In Progress	In Progress

Community Development
\$311,127,666

Planning
2%



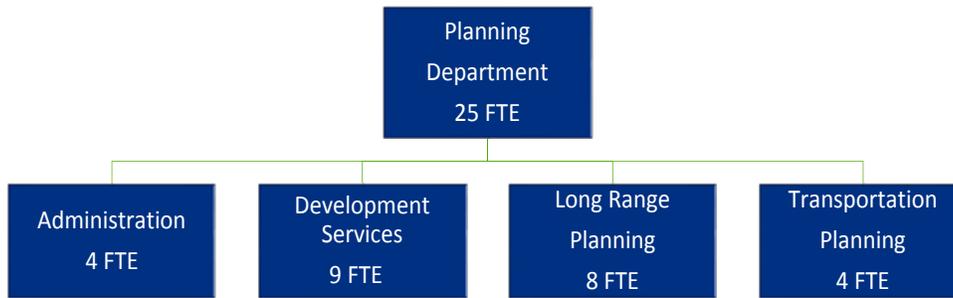
Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
General Fund Revenues	4,016,493	4,196,152	5,039,115	4,944,529	(94,586)	-2%	92%
Licenses and Permits	401,698	381,971	400,000	410,000	10,000	3%	8%
Grants and Donations	203	55,000	50,000	-	(50,000)	-100%	0%
Miscellaneous	41,880	39,442	-	-	-	0%	0%
Total:	\$ 4,460,274	\$ 4,672,565	\$ 5,489,115	\$ 5,354,529	\$ (134,586)	-2%	100%

Budget by Category							
Personnel Services	2,588,752	2,754,454	3,099,116	3,192,214	93,098	3%	60%
Materials & Services	594,333	643,636	899,959	625,300	(274,659)	-31%	12%
Special Payments	1,277,189	1,274,475	1,490,040	1,537,015	46,975	3%	29%
Total:	\$ 4,460,274	\$ 4,672,565	\$ 5,489,115	\$ 5,354,529	\$ (134,586)	-2%	100%

Budget by Org							
Planning Administration	1,948,882	2,024,343	2,931,616	2,639,445	(292,171)	-10%	49%
Development Services	910,510	940,150	1,139,562	1,079,858	(59,704)	-5%	20%
Long Range Planning	967,393	943,468	822,796	1,002,994	180,198	22%	19%
Transportation Planning	633,489	764,604	595,141	632,232	37,091	6%	12%
Total:	\$ 4,460,274	\$ 4,672,565	\$ 5,489,115	\$ 5,354,529	\$ (134,586)	-2%	100%

Budget by Fund							
General Fund (100)	4,460,274	4,672,565	5,489,115	5,354,529	(134,586)	-2%	100%
Total:	\$ 4,460,274	\$ 4,672,565	\$ 5,489,115	\$ 5,354,529	\$ (134,586)	-2%	100%





Planning Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Planning Director	1.0	1.0	1.0	40	\$ 104,300	\$ 137,252
Transportation Planning Engineer	1.0	1.0	1.0	36	89,156	117,323
Senior Project Manager *	1.0	1.0	0.0	36	89,156	117,323
Planning Manager	2.0	2.0	2.0	34	82,430	108,472
Transportation Planning Supervisor	1.0	1.0	1.0	34	82,430	108,472
Senior Planner	9.0	9.0	8.0	32	76,211	100,289
Project Manager	0.0	0.0	1.0	32	76,211	100,289
Planner	4.0	4.0	5.0	27	62,640	82,429
Planning Database Coordinator	1.0	1.0	1.0	27	62,640	82,429
Administrative Services Supervisor	1.0	1.0	1.0	25	57,914	76,211
Senior Planning Technician	1.0	1.0	1.0	23	53,545	70,461
Planning Technician	2.0	2.0	2.0	21	49,505	65,145
Administrative Support Specialist	1.0	1.0	1.0	17	42,318	55,686
Total:	25.0	25.0	25.0			

* Position relocated to City Manager's Office in Fiscal Year 2017-18.

Planning Administration

The Administration staff provides support to each 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 works on special projects as assigned by the City Managers 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	366,322	381,831	397,167	382,950	382,950	382,950
5005 Salaries - Part-Time	2,320	-	-	-	-	-
5010 Extra Labor	-	-	3,000	3,000	3,000	3,000
5100 Overtime	53	-	4,123	4,226	4,226	4,226
5301 Med/Den/Vis Insurance	66,576	66,517	73,047	73,569	73,569	73,569
5303 PERS	42,963	57,945	59,671	69,804	69,804	69,804
5308 VEBA	7,327	7,491	7,945	7,660	7,660	7,660
5309 PERS Stabilization	10,951	-	-	-	-	-
5310 Accrued Payroll Expense	-	19,800	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	33,747	34,590	36,764	36,021	36,021	36,021
Total Personnel Services	\$530,259	\$568,174	\$581,717	\$580,230	\$580,230	\$580,230
Materials & Services						
6000 Office Supplies	28,610	31,764	30,000	32,100	32,100	32,100
6001 Communications Services	2,939	3,012	5,000	5,400	5,400	5,400
6002 Travel/Training/Dues	12,231	17,376	16,150	16,300	16,300	16,300
6003 Postage	7,767	8,565	71,000	30,000	30,000	30,000
6004 Program Supplies/Materials	1,260	140	1,400	1,400	1,400	1,400
6005 Advertising/Promotion	8,903	8,386	8,000	15,000	15,000	15,000
6007 Printing	3,306	3,255	10,500	15,000	15,000	15,000
6100 Contractual Services	72,390	101,626	700,000	385,000	385,000	385,000
6101 Other Services	654	6,587	11,000	13,000	13,000	13,000
6300 Uniforms	314	76	700	900	900	900
6403 Small Tools and Equipment	391	445	1,000	1,000	1,000	1,000
6409 Computer Software	2,505	247	-	2,000	2,000	2,000
6410 Computer Hardware	164	164	4,709	4,700	4,700	4,700
6419 Personal Protective Equipment	-	51	400	400	400	400
Total Materials & Services	\$141,434	\$181,694	\$859,859	\$522,200	\$522,200	\$522,200



Planning Administration (continued)

Planning Administration-10018000

Special Payments	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
8008 Facilities Depreciation	29,597	31,642	35,035	33,833	33,833	33,833
8009 Support Services Charge	1,064,552	1,058,605	1,258,322	1,308,338	1,308,338	1,308,338
8010 Equipment Depreciation	49,067	49,067	53,262	49,920	49,920	49,920
8011 Facilities Charge	133,973	135,161	143,421	144,924	144,924	144,924
Total Special Payments	\$1,277,189	\$1,274,475	\$1,490,040	\$1,537,015	\$1,537,015	\$1,537,015
Total	\$1,948,882	\$2,024,343	\$2,931,616	\$2,639,445	\$2,639,445	\$2,639,445

Development Services

The Development Division administers the Hillsboro Community Development Code (HCDC) which implements the City’s Comprehensive Plan. This Division manages and processes all land use applications submitted for new housing, commercial, industrial, institutional and public facilities in the City. Development Services staff work closely with local developers and home owners to ensure that new development complies with the regulations and urban design standards of the HCDC. 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. Development Services 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. This Division also provides a broad array of urban design support services to both internal and to external customers. Development Services Planners routinely take the lead on special projects such as the AmberGlen Community Plan Area Implementation, Street Name Changes, Downtown Development, and other topical issues. Notable projects include: SunCap Apartment Development, Wolf Group Apartments, Majestic Industrial Subdivision, South Hillsboro Implementation, as well ongoing process reviews and improvements.

Development Services-10018200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	609,988	645,017	775,800	720,072	720,072	720,072
5100 Overtime	594	541	-	-	-	-
5301 Med/Den/Vis Insurance	133,341	127,971	176,644	162,922	162,922	162,922
5303 PERS	60,560	73,818	90,468	101,247	101,247	101,247
5308 VEBA	12,140	12,466	15,516	14,401	14,401	14,401
5309 PERS Stabilization	17,319	-	-	-	-	-
5399 Other Benefits and Taxes	53,508	56,550	69,134	64,216	64,216	64,216
Total Personnel Services	\$887,450	\$916,363	\$1,127,562	\$1,062,858	\$1,062,858	\$1,062,858
Materials & Services						
6000 Office Supplies	-	1,537	-	-	-	-
6002 Travel/Training/Dues	11,560	9,824	12,000	12,000	12,000	12,000
6100 Contractual Services	11,500	12,426	-	5,000	5,000	5,000
Total Materials & Services	\$23,060	\$23,787	\$12,000	\$17,000	\$17,000	\$17,000
Total	\$910,510	\$940,150	\$1,139,562	\$1,079,858	\$1,079,858	\$1,079,858

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 our City’s effort to define our future through the evaluation of existing and future trends. 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: Comprehensive Plan Update – Implementation Measures, Strategic Public Engagement for the Comprehensive Plan, Jackson East Concept Plan, Witch Hazel South Concept Plan, 2018 Metro Urban Growth Report and Urban Growth Boundary Decision, State Legislative Input, Intergovernmental Planning Coordination, Urban Planning Area Agreements, City Annexation, Data Base Management, and GIS Mapping Services, and City Demographics Dashboard.

Long Range Planning-10018400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	488,676	487,339	561,363	638,880	638,880	638,880
5100 Overtime	-	417	-	-	-	-
5301 Med/Den/Vis Insurance	103,320	107,364	122,928	141,708	141,708	141,708
5303 PERS	39,608	54,661	60,249	80,628	80,628	80,628
5308 VEBA	9,706	9,659	11,228	12,778	12,778	12,778
5309 PERS Stabilization	13,825	-	-	-	-	-
5399 Other Benefits and Taxes	43,720	42,662	50,528	57,500	57,500	57,500
Total Personnel Services	\$698,855	\$702,102	\$806,296	\$931,494	\$931,494	\$931,494
Materials & Services						
6000 Office Supplies	-	1,515	-	-	-	-
6002 Travel/Training/Dues	4,297	2,744	6,500	6,500	6,500	6,500
6004 Program Supplies/Materials	-	-	10,000	10,000	10,000	10,000
6100 Contractual Services	264,241	237,107	-	55,000	55,000	55,000
Total Materials & Services	\$268,538	\$241,366	\$16,500	\$71,500	\$71,500	\$71,500
Total	\$967,393	\$943,468	\$822,796	\$1,002,994	\$1,002,994	\$1,002,994



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 Development Services 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: Update to the Transportation System Plan, Washington County Freight Study, In-depth analysis of Washington County Transportation Futures Study Data, Washington County Transit Study, Metro Regional Transportation System Plan, State and Regional Transportation Funding, AmberGlen Road Network Refinement, along with support for numerous capital improvement projects being delivered by the City's Public Works Department.

Transportation Planning-10018600

Table with 7 columns: Category, Actual 2014-15, Actual 2015-16, Adopted 2016-17, Proposed 2017-18, Approved 2017-18, Adopted 2017-18. Rows include Personnel Services (Salaries, Insurance, PERS, VEBA, Stabilization, Benefits), Materials & Services (Travel, Supplies, Contractual), and a Total row.

Economic Development



Department Description

The City of Hillsboro's Economic Development staff facilitates economic opportunities and private investment in Hillsboro in collaboration with other City departments and with external partners. The Economic Development Department includes 7 full-time staff that focuses on business development to stimulate jobs and private investment; real estate development that supports community goals; and workforce development to meet company demand and community need.

Our Mission

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

Our Goals

Goal 1: Strengthen Hillsboro's traded sector economic base. Traded sector companies are those that sell their goods and services into regional, national and global markets. Assist existing, new and emerging companies in order to retain and grow jobs, increase revenue to support community services, and improve company competitiveness by increasing workforce skills. Focus on firms in high technology manufacturing; information technology, software and media; and precision and advanced manufacturing sectors.

- *Support Business Retention & Expansion*

The focus is on the economic health of existing traded sector businesses in Hillsboro. The success of these firms provides the foundation of the Hillsboro economy. Activities include outreach and communication with target firms, assistance with regulatory and development issues, connections to resources to support business growth, including workforce development, and business advocacy. These efforts are coordinated with the Hillsboro Chamber of Commerce and other regional and industry organizations.

- *Promote Business Recruitment*

Lead the City's business recruitment and marketing efforts, working closely with Greater Portland Inc., Business Oregon, Portland General Electric (PGE) and other partners, to assist domestic and international businesses, as well as professional site consultants, on projects involving significant investment and job creation opportunities. A strategic focus is to identify and market to large anchor companies targeted for the North Hillsboro Industrial Area.

- *Develop the North Hillsboro Industrial Area*

The North Hillsboro Industrial Area includes the majority of the City's industrial land for new facilities and jobs. The area faces complex infrastructure, regulatory, and land assembly hurdles that need to be overcome through partnerships. The department manages the North Hillsboro Industrial Renewal Area and coordinates with internal departments and external partners to prepare the area for future industrial development.

- *Support for a Trained Workforce*

Recognizing the importance of a well-trained, qualified, and available workforce to traded sector and high growth employers and the need to provide training and employment opportunities to City residents, the Economic Development Department works with state, regional and community partners to develop, deliver and promote workforce training services. Financial support is provided through the City's Enterprise Zone program to support company-driven training strategies and connect residents to employment opportunities.

- *Stimulate Emerging Businesses*

This is a focus on “scaling-up” entrepreneurs and emerging traded sector growth companies. The scale up strategy builds on the existing industry and talent assets in Hillsboro to help create a unique regional location for emerging companies that combine tech-based manufacturing with software and advanced materials. The department partners with organizations, including the Oregon Entrepreneurs Network (OEN), the Oregon Technology Business Center (OTBC), Technology Association of Oregon (TAO), to provide capital access; networking and peer interactions; technical and technology advising; access to information and resources; and real estate, development and permitting assistance to support growth.

Goal 2: To create economic opportunity and enhance community development by supporting small business growth and development; workforce development for low-income populations; and the revitalization of downtown Hillsboro.

- *Stimulate Small Businesses*

Small business efforts are focused on assisting existing smaller businesses, supporting the growth and success of local service firms (e.g. retail, food, and support services) and creating opportunities for entrepreneurial development. The department partners with organizations, including the Hillsboro Chamber of Commerce, Adelante Mujeres, and the Metropolitan Hispanic Chamber of Commerce to provide operational support including business management, business planning, marketing, and financial management; capital access; networking and peer interactions to support growth.

- *Enhance Workforce Development*

The focus is on the need to provide training and employment opportunities to Hillsboro residents. The strategy includes working with non-profit, community based organizations, such as Centro Cultural to develop, deliver and promote workforce development and training services. Financial support is provided through the City’s Enterprise Zone program to support education and training strategies and connect participants to employment opportunities in Hillsboro.

- *Encourage Downtown Development*

The Economic Development Department plays a key role in the City’s efforts to create a strong downtown, surrounded by attractive and stable neighborhoods. The focus includes identifying development opportunities and working with private developers to create new housing and mixed use projects; business development and job creation with a focus on service and retail firms in the downtown and the Health and Education District and entrepreneurs and traded sector job growth in the SW Industrial area; supporting infrastructure improvements and maintenance to stimulate private investment; and collaborating with partners on downtown enhancement projects and events. The department manages the Downtown Urban Renewal area and works with property and business owners and the Hillsboro Downtown Partnership to carry out marketing and business development activities.



Outcomes/Accomplishments

- Provided assistance to 80 companies, with 15 successful expansion/recruitment projects. These successful projects resulted in over \$60 million in new investment and 1,400 new or retained jobs (for calendar year 2016).
- Conducted 60 visits to key Hillsboro employers (for calendar year 2016). Participated in the Hillsboro Chambers' Manufacturing Summit (Oct. 2016) and 2 Manufacturing Roundtables (January and March 2017).
- Provided a two-day Lean Purchasing Workshop in partnership with Oregon Manufacturing Extension Partnership (OMEP) attended by 10 Hillsboro and regional companies.
- Created and distributed 12 editions of an e-newsletter with pertinent resources for businesses.
- Utilized Enterprise Zone Community Service Fees for:
 - Funding support for the Future Connect Program provided scholarships and services to a new cohort of 50 first-generation high school students enrolled at PCC Rock Creek.
 - Funding support for 18 small business owners in the City's downtown Enterprise Zone to support small business management training.
 - Funding support for the Prosperidad Employment Center that will be administered by Centro Cultural and in partnership with the Hillsboro Chamber and the Hispanic Regional Chamber, to assist low income residents in and adjacent to the City's Enterprise Zone to move to economic self-sufficiency by providing workforce development and training skills and connections to employment.
 - Funding support for Cocinemos, a food entrepreneur program in partnership with Adelante Mujeres
- Purchased and began redevelopment planning for the Hank's Thriftway block in Downtown for a new Block 67 mixed used development project.
- Completion of 5 storefront improvement projects in Downtown.
- Completed selected Downtown enhancement projects including the addition of ADA parking spaces as well as relocation of on-street loading zones; installation of wayfinding banners.
- Completed North Hillsboro development strategy that includes project phasing and critical implementation projects to stimulate private investment and initiated project development; completed construction of key infrastructure project, an interim NE 41st Avenue from Evergreen to Meek Road.
- Redesigned, developed, and launched new website to better reach target audiences with update economic & demographic information, showcasing development opportunities, business resources and illustrating strategic advantages in Hillsboro.
- Completed two marketing videos highlighting water quality and long-term supply and the City's expertise in permitting industrial projects
- Completed strategic plan for business development (retention/expansion/recruitment) including refinement of target industries, staffing responsibilities, outreach and data collection.

Budget Highlights

Specific activities for Fiscal Year 2017-18 will include:

- **Business Retention & Expansion:** Conduct 50 visits to key Hillsboro companies; produce 12 e-newsletters detailing items of interest and resources available to businesses in Hillsboro; evaluate key industry strategies and develop new strategies to engage business community; manage the City's Enterprise Zone program.
- **Business Recruitment:** Respond to Requests for Proposals (RFPs) and coordinate site visits for business prospects and site selectors, supporting Greater Portland Inc. and Business Oregon; develop a refined target company list, focusing on targets for the large lot industrial sites in North Hillsboro; participate in 5 targeted investment missions including direct business calls, focusing on large lot recruitment targets and Japan.

- **North Hillsboro Industrial Area:** Refinement of key project investment priorities; initiation/ completion of key infrastructure investments including extension of Huffman Rd. west from current location at Brookwood to NE 41st; water infrastructure in NE 41st; sanitary sewer infrastructure; and public trail planning.
- **Emerging & Small Businesses:** Provide more targeted assistance to growth stage businesses and entrepreneurs; increase collaboration with key industry associations and partners to enhance tools and information; support education and networking events; participate in exploration of feasibility of a fab lab, maker space, accelerator or other collaborative space and program to support scale up and small business growth; continue partnership with the Hillsboro Chamber of Commerce.
- **Workforce Development:** Provide technical and financial support for community-based employment, training and entrepreneurial development efforts including Prosperidad and Cocinemos; prepare and implement industry-driven employment and training program(s) to support industry competitiveness and employment opportunities for Hillsboro residents.
- **Downtown Development:** Finalize plans for redevelopment of Block 67; select private development partner; initiate redevelopment project planning; prepare updated development strategy for downtown; completion of 7 storefront improvement projects; initiate Oak/Baseline Regional Center transportation study to make the corridor a more pleasant and inviting environment for all modes of travel, pedestrians and residents.

Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16*	Actual 2016-17*	Budget 2017-18
Sustain the City's financial health and stability – strong local economy/expanded revenue base (CWSP 6)	Support Business Retention and Expansion	Number of company visits per year	79	94	65	60	50
		Number of companies assisted with real estate, infrastructure, workforce and other issues	92	72	83	80	65
		Number of successful expansion projects	8	8	8	7	10
		Number of new/retained jobs	96 new /453 retained	168 new /1,532 retained*	361 new/958 retained	100 new/900 retained	100 new 300 retained
		New investment by companies assisted (\$ million)	\$104.70	\$47.70	\$243.80	\$60.00	\$50.00
* does not include Intel D1X Mod1 (2011), Mod2 (2012), or SIP (2014)							
Sustain the City's financial health and stability – strong local economy/expanded revenue base (CWSP 6)	Promote Business Recruitment	Number of successful recruitment projects	1	7	7	8	4
		Number of new jobs	266	123	216	1400	150
		New investment by companies assisted (\$million)	\$22.60	\$215.50	\$220.30	\$237.00	\$150.00

*Cal Yr 2015 *Cal Yr 2016



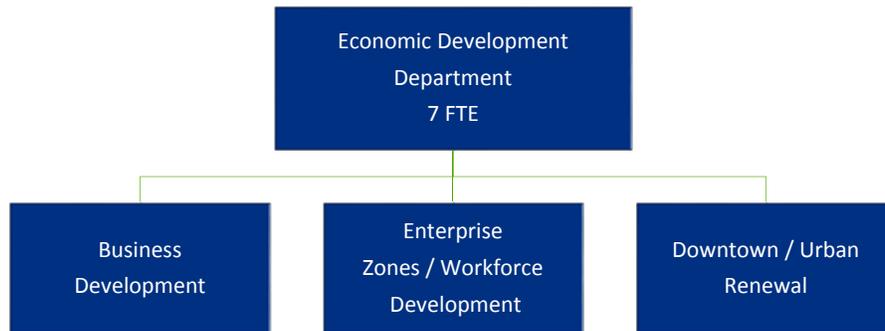
Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Taxes	717,534	907,666	1,006,000	1,486,500	480,500	48%	18%
Interest	12,839	16,108	14,500	23,250	8,750	60%	0%
Other Financing Src	1,610,000	1,580,000	6,216,000	3,113,118	(3,102,882)	-50%	37%
Miscellaneous	937,012	1,133,675	1,115,000	1,110,000	(5,000)	0%	13%
Beginning Work Cap	1,683,834	3,023,262	2,933,000	2,709,250	(223,750)	-8%	32%
Total:	\$ 4,961,219	\$ 6,660,711	\$ 11,284,500	\$ 8,442,118	\$ (2,842,382)	-25%	100%

Budget by Category							
Personnel Services	689,767	821,691	1,030,164	1,077,629	47,465	5%	13%
Materials & Services	716,782	827,631	2,392,895	2,391,706	(1,189)	0%	28%
Capital Outlay	-	775,000	4,938,440	2,099,088	(2,839,352)	-57%	25%
Special Payments	182,339	183,406	1,328,001	962,595	(365,406)	-28%	11%
Debt Service	144,069	144,069	144,069	144,069	-	0%	2%
Transfers	205,000	800,000	1,101,000	1,725,000	624,000	57%	20%
Contingency	-	-	349,931	42,031	(307,900)	-88%	0%
Unapprop Fund Bal	3,023,262	3,108,914	-	-	-	0%	0%
Total:	\$ 4,961,219	\$ 6,660,711	\$ 11,284,500	\$ 8,442,118	\$ (2,842,382)	-25%	100%

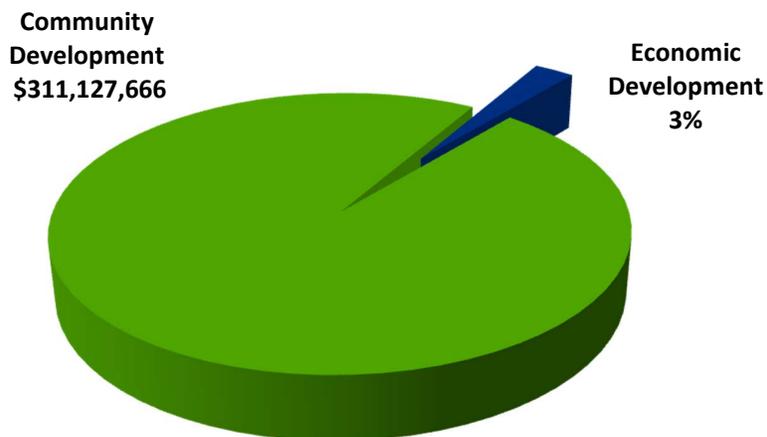
Budget by Org							
Business Development	3,303,196	3,573,479	1,472,543	1,566,761	94,218	6%	19%
Enterprise Zones	299,042	386,989	2,344,957	1,793,699	(551,258)	-24%	21%
Downtown UR Tax Increment	930,596	1,493,605	1,494,000	1,411,100	(82,900)	-6%	17%
NOHI UR Tax Increment	-	-	101,000	847,000	746,000	739%	10%
Business Development	406,638	1,183,340	-	-	-	0%	0%
Downtown UR General	21,747	23,298	1,401,000	1,449,440	48,440	3%	17%
NOHI UR General	-	-	4,471,000	1,374,118	(3,096,882)	-69%	16%
Total:	\$ 4,961,219	\$ 6,660,711	\$ 11,284,500	\$ 8,442,118	\$ (2,842,382)	-25%	100%

Budget by Fund							
Economic Development (120)	3,602,238	3,960,468	3,817,500	3,360,460	(457,040)	-12%	40%
Downtown UR Tax Increment Fund (310)	930,596	1,493,605	1,494,000	1,411,100	(82,900)	-6%	17%
NOHI UR Tax Increment Fund (312)	-	-	101,000	847,000	746,000	739%	10%
Downtown UR General Fund (400)	428,385	1,206,638	1,401,000	1,449,440	48,440	3%	17%
NOHI UR General Fund (412)	-	-	4,471,000	1,374,118	(3,096,882)	-69%	16%
Total:	\$ 4,961,219	\$ 6,660,711	\$ 11,284,500	\$ 8,442,118	\$ (2,842,382)	-25%	100%



Economic Development Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Economic Development Director	1.0	1.0	1.0	41	\$ 108,472	\$ 142,742
Economic Development Manager	1.0	1.0	1.0	37	92,722	122,017
Senior Project Manager	0.0	1.0	1.0	36	89,156	117,323
Project Manager	2.0	2.0	2.0	32	76,211	100,289
Business Development Coordinator	1.0	1.0	1.0	30	70,461	92,722
Project Specialist	1.0	1.0	1.0	25	57,914	76,211
Total:	6.0	7.0	7.0			





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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	401,225	477,766	532,333	557,004	557,004	557,004
5010 Extra Labor	-	-	15,000	15,000	15,000	15,000
5301 Med/Den/Vis Insurance	60,277	81,349	88,549	96,438	96,438	96,438
5303 PERS	47,095	61,097	74,716	84,496	84,496	84,496
5308 VEBA	8,002	9,506	10,649	11,143	11,143	11,143
5309 PERS Stabilization	11,954	-	-	-	-	-
5310 Accrued Payroll Expense	-	6,000	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	38,139	44,514	50,400	53,589	53,589	53,589
Total Personnel Services	\$566,692	\$680,232	\$771,647	\$818,670	\$818,670	\$818,670
Materials & Services						
6000 Office Supplies	2,899	4,066	4,000	4,000	4,000	4,000
6001 Communications Services	1,173	1,098	1,200	1,200	1,200	1,200
6002 Travel/Training/Dues	30,023	23,758	50,000	53,995	53,995	53,995
6003 Postage	269	240	300	300	300	300
6005 Advertising/Promotion	10,162	32,505	35,000	47,375	47,375	47,375
6100 Contractual Services	393,463	435,950	338,625	345,000	345,000	345,000
6101 Other Services	81,079	61,186	57,470	58,626	58,626	58,626
Total Materials & Services	\$519,068	\$558,803	\$486,595	\$510,496	\$510,496	\$510,496
Special Payments						
8008 Facilities Depreciation	5,246	4,353	4,937	4,915	4,915	4,915
8009 Support Services Charge	133,709	142,742	168,519	190,846	190,846	190,846
8010 Equipment Depreciation	6,171	6,171	7,133	7,282	7,282	7,282
8011 Facilities Charge	23,713	18,558	20,212	21,052	21,052	21,052
8018 Insurance	13,500	11,582	13,500	13,500	13,500	13,500
Total Special Payments	\$182,339	\$183,406	\$214,301	\$237,595	\$237,595	\$237,595
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,035,097	2,151,038	-	-	-	-
Total Unapprop Fund Bal	\$2,035,097	\$2,151,038	\$0	\$0	\$0	\$0
Total	\$3,303,196	\$3,573,479	\$1,472,543	\$1,566,761	\$1,566,761	\$1,566,761

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	80,714	87,455	90,461	92,723	92,723	92,723
5005 Salaries - Part-Time	-	10,515	-	-	-	-
5010 Extra Labor	4,384	1,485	18,000	18,000	18,000	18,000
5301 Med/Den/Vis Insurance	15,543	16,431	16,761	16,707	16,707	16,707
5303 PERS	10,292	14,146	14,633	18,395	18,395	18,395
5308 VEBA	1,614	1,749	1,810	1,855	1,855	1,855
5309 PERS Stabilization	2,448	-	-	-	-	-
5399 Other Benefits and Taxes	8,080	9,678	10,579	11,334	11,334	11,334
Total Personnel Services	\$123,075	\$141,459	\$152,244	\$159,014	\$159,014	\$159,014
Materials & Services						
6004 Program Supplies/Materials	775	675	-	-	-	-
6100 Contractual Services	175,192	244,855	1,100,000	711,210	711,210	711,210
Total Materials & Services	\$175,967	\$245,530	\$1,100,000	\$711,210	\$711,210	\$711,210
Capital Outlay						
7050 Capital Reserve	-	-	1,092,713	923,475	923,475	923,475
Total Capital Outlay	\$0	\$0	\$1,092,713	\$923,475	\$923,475	\$923,475
Total	\$299,042	\$386,989	\$2,344,957	\$1,793,699	\$1,793,699	\$1,793,699





Urban Renewal

These organizational units account for the tax increment and debt service for the downtown Urban Renewal District (31040600) and the North Hillsboro Industrial Urban Renewal District (31240600).

Downtown UR Tax Increment-31040600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Debt Service						
8100 Bond Principal	108,040	111,919	115,920	120,104	120,104	120,104
8101 Bond Interest	36,029	32,150	28,149	23,965	23,965	23,965
Total Debt Service	\$144,069	\$144,069	\$144,069	\$144,069	\$144,069	\$144,069
Transfers						
8208 Transfer to Dtnw UR	205,000	800,000	1,000,000	1,225,000	1,225,000	1,225,000
Total Transfers	\$205,000	\$800,000	\$1,000,000	\$1,225,000	\$1,225,000	\$1,225,000
Contingency						
8300 Contingency	-	-	349,931	42,031	42,031	42,031
Total Contingency	\$0	\$0	\$349,931	\$42,031	\$42,031	\$42,031
Unapprop Fund Bal						
8500 Unapprop Fund Balance	581,527	549,536	-	-	-	-
Total Unapprop Fund Bal	\$581,527	\$549,536	\$0	\$0	\$0	\$0
Total	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	\$1,411,100	\$1,411,100

NOHI UR Tax Increment-31240600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	-	347,000	347,000	347,000
Total Capital Outlay	\$0	\$0	\$0	\$347,000	\$347,000	\$347,000
Transfers						
8235 Transfer to NOHI UR General	-	-	101,000	500,000	500,000	500,000
Total Transfers	\$0	\$0	\$101,000	\$500,000	\$500,000	\$500,000
Total	\$0	\$0	\$101,000	\$847,000	\$847,000	\$847,000

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-40040000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7030 Facilities and Improvements	-	775,000	-	-	-	-
Total Capital Outlay	\$0	\$775,000	\$0	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	406,638	408,340	-	-	-	-
Total Unapprop Fund Bal	\$406,638	\$408,340	\$0	\$0	\$0	\$0
Total	\$406,638	\$1,183,340	\$0	\$0	\$0	\$0

Downtown UR General-40040600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	47,039	35,336	35,336	35,336
5301 Med/Den/Vis Insurance	-	-	9,092	6,327	6,327	6,327
5303 PERS	-	-	4,675	4,125	4,125	4,125
5308 VEBA	-	-	941	707	707	707
5399 Other Benefits and Taxes	-	-	4,673	3,470	3,470	3,470
Total Personnel Services	\$0	\$0	\$66,420	\$49,965	\$49,965	\$49,965
Materials & Services						
6100 Contractual Services	21,747	23,298	206,300	570,000	570,000	570,000
Total Materials & Services	\$21,747	\$23,298	\$206,300	\$570,000	\$570,000	\$570,000
Capital Outlay						
7050 Capital Reserve	-	-	14,580	104,475	104,475	104,475
Total Capital Outlay	\$0	\$0	\$14,580	\$104,475	\$104,475	\$104,475
Special Payments						
8030 Payments to Other Gov't	-	-	1,113,700	725,000	725,000	725,000
Total Special Payments	\$0	\$0	\$1,113,700	\$725,000	\$725,000	\$725,000
Total	\$21,747	\$23,298	\$1,401,000	\$1,449,440	\$1,449,440	\$1,449,440



North Hillsboro Industrial Urban Renewal

This organizational unit accounts for the expenditures related to the North Hillsboro Industrial Urban Renewal District.

NOHI UR General-41240600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	28,224	35,347	35,347	35,347
5301 Med/Den/Vis Insurance	-	-	5,455	6,329	6,329	6,329
5303 PERS	-	-	2,805	4,126	4,126	4,126
5308 VEBA	-	-	565	707	707	707
5399 Other Benefits and Taxes	-	-	2,804	3,471	3,471	3,471
Total Personnel Services	\$0	\$0	\$39,853	\$49,980	\$49,980	\$49,980
Materials & Services						
6100 Contractual Services	-	-	600,000	600,000	600,000	600,000
Total Materials & Services	\$0	\$0	\$600,000	\$600,000	\$600,000	\$600,000
Capital Outlay						
7050 Capital Reserve	-	-	3,831,147	724,138	724,138	724,138
Total Capital Outlay	\$0	\$0	\$3,831,147	\$724,138	\$724,138	\$724,138
Total	\$0	\$0	\$4,471,000	\$1,374,118	\$1,374,118	\$1,374,118

Building Department



Department Description

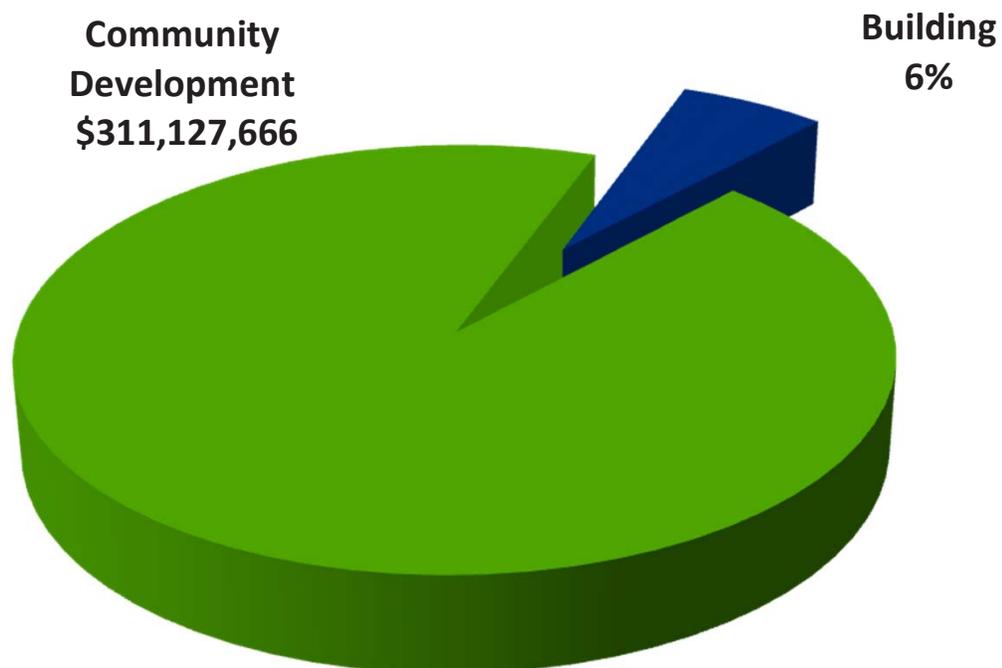
The City of Hillsboro Building Department is responsible for protecting the public’s health, safety, and real property interests for the City of Hillsboro. Our experienced permit technicians, plans examiners, building inspectors, and administrative staff manage programs that ensure all new construction 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 partner 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

For the past several years, the Building Department has been making great strides toward fully digital services. This has included implementation and expansion of a digital plan review system (ProjectDox); the implementation of a new permitting system (Accela Automation) capable of growing with the needs of our department; plus the release of a custom-designed online inspection scheduler and lookup tool, an online payment tool, and the first phase of a redesigned website. In FY2016-17 we have continued to add to and improve our digital services, deploying iPads to our field inspection staff along with a state-of-the-art cloud-based plan viewing software and an app that communicates with our permitting database.

To capitalize on our investments in paperless technology, as well as provide greater efficiency and more accessible collaboration space for staff and an improved experience for the City's development customers, we completed a digital refresh of our Civic Center offices and permit counter this past fiscal year.

FY 2016-17 has continued to bring robust levels of development throughout the City. From July 2016 through February 2017, our department issued over 4000 permits, including 643 building permits - 199 of which are new single-family homes - and administered projects valued at over \$374 million in total. We continue to see steady development of hotels, including construction of an Aloft, two Staybridge Suites, and a Candlewood Suites, as well as a consistent level of commercial/industrial development, especially in the Hwy 26/Brookwood area. The Orenco neighborhood continues to expand with the addition of several new commercial tenants and apartment projects such as Orchards, Orenco Flats, and Orenco Station Apartments; the Amberglen neighborhood is also expanding, including two new multi-family buildings: the Amberglen Apartments and Amberglen on the Park. This past fiscal year also marked the completion of the City's new Public Works building.

Intel has continued its expansion of the Ronler Acres campus, including the interior build-out of all floors of the new RA4 building and the start of construction on a major water reclaiming project. Building's support of ongoing construction activities in Intel's existing facilities is expected to continue at a steady pace.





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. Since building permits are paid for at the time of issuance, and work on any construction project may extend through 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. We maintain a prudent financial reserve to cushion the department against economic downturns and also maintain our historically low fees. While this year’s budget remains similar to those in recent years, our department’s focus is, as always, to improve productivity through the strategic use of technology and personnel to enhance customer service while remaining fiscally prudent.

Technology: We are relentlessly committed to streamlining our processes, making our services as accessible, transparent and efficient as possible, and keeping our service quality high and our fees low. The coming year will bring the start of construction in South Hillsboro, and we are focused on improving both the quality and scope of our digital services to best support this considerable project while maintaining our world-class service delivery approach to all of our customers.

Personnel: Supporting and training our staff is an ongoing priority, as our team must always be ready for the fast-paced, global, and complex construction projects that are part of our daily work. We maintain a number of vacancies within our personnel budget to provide us with the flexibility to respond quickly to increased development demand, and we are continually evaluating our staffing levels to ensure that we balance workload and demand with the need to be fiscally conservative. We are not requesting any new positions this year.

Performance Measures

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual/Target 2016-17	Budget 2017-18
Nurture a culture of trust and engagement with all Hillsboro residents and community partners (CWSP 4)	Increase transparency through easier access to building permit information; target to complete records requests within 10 business days	Percentage of record requests completed within 10 business days of request	95%	95%	95%	98%	99%
Ensure city services are responsive, equitable and accessible (CWSP 5)	Process and issue building permits in a timely and efficient manner, recognizing that time is of the essence for our customers; target goal for all measurements is 100%	Percent of over-the counter type permits issued within 1 business day of receipt	90%	90%	90%	97%	98%
		Percent of residential permits reviewed within 10 business days	90%	90%	90%	90%	95%
		Percent of commercial plans reviewed within 15 business days	85%	85%	85%	90%	95%
		Percent of inspections cleared within one business day of request	95%	95%	95%	98%	99%
Promote environmentally sustainable practices (CWSP 8)	Implement new technologies and efficiencies that reduce expense and environmental waste associated with managing projects and permits through paper	Percentage of commercial/industrial plans reviewed electronically	N/A	N/A	N/A	100%	100%

Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Licenses and Permits	6,451,976	5,037,792	4,993,000	5,203,500	210,500	4%	26%
Interest	118,867	110,591	490,299	100,000	(390,299)	-80%	1%
Other Financing Src	-	-	741,175	-	(741,175)	-100%	0%
Miscellaneous	3,040	136	500	150	(350)	-70%	0%
Beginning Work Cap	22,772,443	24,233,699	14,234,000	14,464,860	230,860	2%	73%
Total:	\$ 29,346,326	\$ 29,382,218	\$ 20,458,974	\$ 19,768,510	\$ (690,464)	-3%	100%

Budget by Category

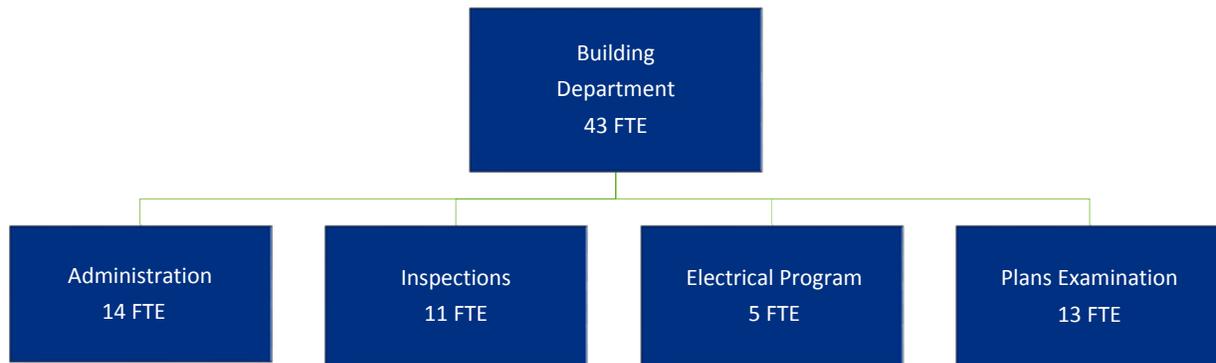
Personnel Services	3,370,550	3,317,383	5,401,466	5,579,934	178,468	3%	28%
Materials & Services	417,151	453,702	768,000	765,500	(2,500)	0%	4%
Capital Outlay	-	124,581	230,000	330,000	100,000	43%	2%
Special Payments	1,224,926	1,264,406	1,468,781	1,541,509	72,728	5%	8%
Debt Service	-	9,000,000	1,000,000	-	(1,000,000)	-100%	0%
Transfers	100,000	229,040	1,470,000	500,000	(970,000)	-66%	3%
Contingency	-	-	6,000,000	5,000,000	(1,000,000)	-17%	25%
Unapprop Fund Bal	24,233,699	14,993,106	4,120,727	6,051,567	1,930,840	47%	31%
Total:	\$ 29,346,326	\$ 29,382,218	\$ 20,458,974	\$ 19,768,510	\$ (690,464)	-3%	100%

Budget by Org

Building Administration	26,904,564	26,986,776	16,664,017	15,810,478	(853,539)	-5%	80%
Building Inspections	1,373,618	1,012,650	1,528,156	1,469,239	(58,917)	-4%	7%
Plans Review	1,068,144	1,014,019	1,823,647	1,856,490	32,843	2%	9%
Electrical Program	-	368,773	443,154	632,303	189,149	43%	3%
Total:	\$ 29,346,326	\$ 29,382,218	\$ 20,458,974	\$ 19,768,510	\$ (690,464)	-3%	100%

Budget by Fund

Building Fund (540)	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%	100%
Total:	\$ 29,346,326	\$ 29,382,218	\$ 20,458,974	\$ 19,768,510	\$ (690,464)	-3%	100%



Building Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Building Director	1.0	1.0	1.0	40	\$ 104,300	\$ 137,252
Assistant Building Director	1.0	1.0	1.0	37	92,722	122,017
Structural Engineer	2.0	2.0	2.0	36	89,156	117,323
Chief Building Inspector	1.0	1.0	1.0	34	82,430	108,472
Chief Plans Examiner	1.0	1.0	1.0	34	82,430	108,472
Information Systems Analyst	2.0	2.0	2.0	32	76,211	100,289
Lead Building Inspector	1.0	1.0	1.0	32	76,211	100,289
Lead Plans Inspector	1.0	1.0	1.0	32	76,211	100,289
Program and Support Manager	1.0	1.0	1.0	32	76,211	100,289
Plans Examiner II	7.0	7.0	7.0	31	73,280	96,432
Building Inspector II	9.0	9.0	9.0	31	73,280	96,432
Plans Examiner I	2.0	2.0	2.0	29	67,752	89,155
Building Inspector I	4.0	4.0	4.0	29	67,752	89,155
Management Analyst	1.0	1.0	1.0	28	65,145	85,727
Administrative Services Supervisor	1.0	1.0	1.0	25	57,914	76,211
Building Permit Technician	5.0	5.0	5.0	21	49,505	65,145
Administrative Support Specialist	3.0	3.0	3.0	17	42,318	55,686
Total:	43.0	43.0	43.0			

Building Administration

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

Building Administration-54050000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	624,525	615,815	1,019,342	1,012,907	1,012,907	1,012,907
5005 Salaries - Part-Time	-	1,371	-	-	-	-
5010 Extra Labor	-	418	50,000	50,000	50,000	50,000
5100 Overtime	4,619	897	50,000	51,250	51,250	51,250
5301 Med/Den/Vis Insurance	153,922	148,622	257,839	253,375	253,375	253,375
5303 PERS	55,986	64,169	114,189	135,192	135,192	135,192
5308 VEBA	12,423	12,156	20,390	20,260	20,260	20,260
5309 PERS Stabilization	19,119	-	-	-	-	-
5310 Accrued Payroll Expense	-	24,100	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	58,194	56,515	105,249	106,418	106,418	106,418
Total Personnel Services	\$928,788	\$924,063	\$1,617,009	\$1,632,402	\$1,632,402	\$1,632,402
Materials & Services						
6000 Office Supplies	12,367	12,095	25,000	15,000	15,000	15,000
6001 Communications Services	20,415	56,646	50,000	100,000	100,000	100,000
6002 Travel/Training/Dues	94,069	71,278	150,000	125,000	125,000	125,000
6003 Postage	470	1,376	3,000	2,000	2,000	2,000
6004 Program Supplies/Materials	10,135	6,678	10,000	15,000	15,000	15,000
6005 Advertising/Promotion	6,232	11,991	150,000	100,000	100,000	100,000
6007 Printing	21,650	15,310	25,000	15,000	15,000	15,000
6100 Contractual Services	176,762	211,729	220,000	250,000	250,000	250,000
6101 Other Services	31,339	29,238	35,000	35,000	35,000	35,000
6200 Fuel/Oil	8,347	8,210	15,000	15,000	15,000	15,000
6300 Uniforms	2,925	1,751	3,500	3,500	3,500	3,500
6301 Safety Supplies	1,078	518	2,500	2,500	2,500	2,500
6402 Maintenance Supplies	154	50	2,500	1,000	1,000	1,000
6403 Small Tools and Equipment	272	2,046	1,000	1,000	1,000	1,000
6409 Computer Software	12,345	4,686	15,000	25,000	25,000	25,000
6410 Computer Hardware	8,476	7,908	30,000	30,000	30,000	30,000
6416 Equipment Maintenance	7,464	6,193	15,000	15,000	15,000	15,000
6419 Personal Protective Equipment	2,651	3,877	5,000	5,000	5,000	5,000
Total Materials & Services	\$417,151	\$451,580	\$757,500	\$755,000	\$755,000	\$755,000
Capital Outlay						
7000 Automotive and Equipment	-	124,581	30,000	130,000	130,000	130,000
7050 Capital Reserve	-	-	200,000	200,000	200,000	200,000
Total Capital Outlay	\$0	\$124,581	\$230,000	\$330,000	\$330,000	\$330,000



Building Administration (continued)

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8008 Facilities Depreciation	33,735	34,933	39,211	32,586	32,586	32,586
8009 Support Services Charge	927,102	977,537	1,138,525	1,239,701	1,239,701	1,239,701
8010 Equipment Depreciation	40,875	40,875	48,191	47,301	47,301	47,301
8011 Facilities Charge	145,081	142,057	160,515	139,582	139,582	139,582
8018 Insurance	35,250	30,240	35,250	35,250	35,250	35,250
8024 Fleet Services Charge	42,883	38,764	47,089	47,089	47,089	47,089
Total Special Payments	\$1,224,926	\$1,264,406	\$1,468,781	\$1,541,509	\$1,541,509	\$1,541,509
Debt Service						
8106 Interfund Loan Distribution	-	9,000,000	1,000,000	-	-	-
Total Debt Service	\$0	\$9,000,000	\$1,000,000	\$0	\$0	\$0
Transfers						
8202 Transfer to Support Services	100,000	144,950	720,000	-	-	-
8209 Transfer to Facilities Managemen	-	84,090	750,000	500,000	500,000	500,000
Total Transfers	\$100,000	\$229,040	\$1,470,000	\$500,000	\$500,000	\$500,000
Contingency						
8300 Contingency	-	-	6,000,000	5,000,000	5,000,000	5,000,000
Total Contingency	\$0	\$0	\$6,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	24,233,699	14,993,106	4,120,727	6,051,567	6,051,567	6,051,567
Total Unapprop Fund Bal	\$24,233,699	\$14,993,106	\$4,120,727	\$6,051,567	\$6,051,567	\$6,051,567
Total	\$26,904,564	\$26,986,776	\$16,664,017	\$15,810,478	\$15,810,478	\$15,810,478

Building Inspections

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

Building Inspections-54050200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	941,840	706,511	1,010,574	957,178	957,178	957,178
5005 Salaries - Part-Time	450	-	-	-	-	-
5100 Overtime	12,817	6,725	50,000	51,250	51,250	51,250
5301 Med/Den/Vis Insurance	177,547	126,861	214,412	198,909	198,909	198,909
5303 PERS	97,224	87,473	126,971	139,546	139,546	139,546
5308 VEBA	18,833	13,944	20,215	19,148	19,148	19,148
5309 PERS Stabilization	29,586	-	-	-	-	-
5399 Other Benefits and Taxes	95,321	71,136	105,984	103,208	103,208	103,208
Total Personnel Services	\$1,373,618	\$1,012,650	\$1,528,156	\$1,469,239	\$1,469,239	\$1,469,239
Total	\$1,373,618	\$1,012,650	\$1,528,156	\$1,469,239	\$1,469,239	\$1,469,239

Plans Review

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

Plans Review-54050400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	734,758	705,587	1,154,290	1,150,088	1,150,088	1,150,088
5005 Salaries - Part-Time	-	1,008	48,365	49,574	49,574	49,574
5100 Overtime	24,753	15,501	100,000	102,500	102,500	102,500
5301 Med/Den/Vis Insurance	123,779	120,272	228,012	230,595	230,595	230,595
5303 PERS	77,692	91,177	147,508	174,107	174,107	174,107
5308 VEBA	14,616	13,837	23,088	23,004	23,004	23,004
5309 PERS Stabilization	22,753	-	-	-	-	-
5399 Other Benefits and Taxes	69,793	66,637	122,384	126,622	126,622	126,622
Total Personnel Services	\$1,068,144	\$1,014,019	\$1,823,647	\$1,856,490	\$1,856,490	\$1,856,490
Total	\$1,068,144	\$1,014,019	\$1,823,647	\$1,856,490	\$1,856,490	\$1,856,490



Electrical Program

Accounts for all Electrical Program revenues and expenditures as required by Oregon law.

Electrical Program-54050600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	256,883	302,502	427,091	427,091	427,091
5100 Overtime	-	45	-	-	-	-
5301 Med/Den/Vis Insurance	-	48,859	58,856	87,538	87,538	87,538
5303 PERS	-	30,790	35,629	57,305	57,305	57,305
5308 VEBA	-	5,138	6,051	8,543	8,543	8,543
5399 Other Benefits and Taxes	-	24,936	29,616	41,326	41,326	41,326
Total Personnel Services	\$0	\$366,651	\$432,654	\$621,803	\$621,803	\$621,803
Materials & Services						
6000 Office Supplies	-	541	3,000	3,000	3,000	3,000
6001 Communications Services	-	1,511	3,000	3,000	3,000	3,000
6004 Program Supplies/Materials	-	70	3,000	3,000	3,000	3,000
6419 Personal Protective Equipment	-	-	1,500	1,500	1,500	1,500
Total Materials & Services	\$0	\$2,122	\$10,500	\$10,500	\$10,500	\$10,500
Total	\$0	\$368,773	\$443,154	\$632,303	\$632,303	\$632,303

Water Department



Department Description

The City of Hillsboro, through its Utilities Commission, owns and operates a municipal drinking water system that serves over 85,000 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.

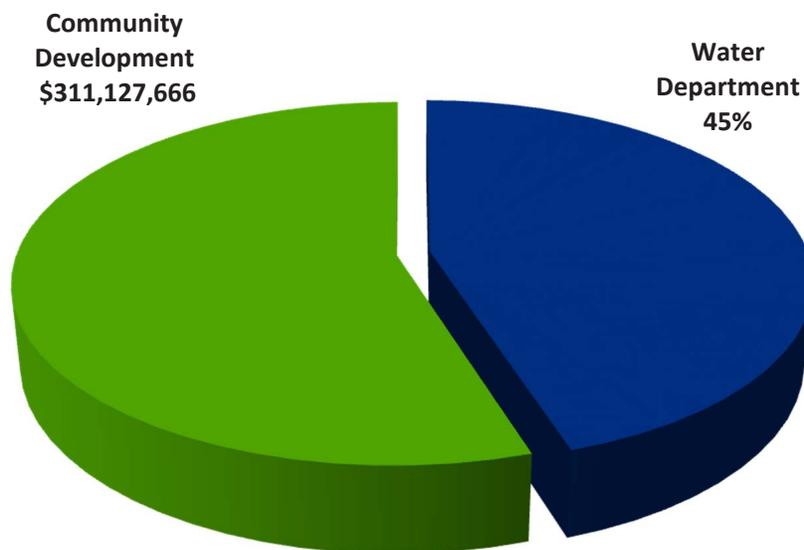
The water supplied to local customers is purchased through the Joint Water Commission (JWC), which is a collective water supply partnership between Hillsboro, Forest Grove, Beaverton and Tualatin Valley Water District. The City of Hillsboro holds 45% ownership in the JWC system, and has also been designated 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 accomplished several significant tasks during FY 2016-17 toward its goal of developing a 50-year water supply through the Willamette Water Supply Program (WWSP). The program has three active WWSP construction pipeline projects underway: Kinsman Road Partnership Project, 124th Avenue Partnership Project, and South Hillsboro Area Pipeline Project, and has submitted the federal permit application for the program.

Kinsman Road Partnership Project: A 0.5-mile pipeline is being installed while City of Wilsonville extends Kinsman Road. Through the end of February 2017, about 2,400 feet of the 2,960 feet of 66-inch diameter pipe has been installed. This section will be completely installed by late spring 2017.

124th Avenue Partnership Project: A 2.7-mile pipeline is being installed while Washington County extends 124th Avenue from SW Garden Acres Road to Tualatin-Sherwood Road. Construction of the road has begun, and 66" diameter pipe has been fabricated for the initial 1.5 miles of pipeline. The road/pipeline work is scheduled for completion by the fall of 2018.

South Hillsboro Area Pipeline Project: Phase 1 includes installation of 2,439 feet of 48-inch diameter pipeline under Cornelius Pass Road/Tualatin Valley Highway intersection and continues south through a portion of Reed's Crossing. Pipeline construction began in March and construction of Phase 1 is expected to be complete by late 2017.

Permit Application Completed: The Joint Permit application to Corps of Engineers and Oregon Department of State Lands was completed and submitted in April 2017. The application addresses numerous challenges including: working with federal, state and local permit requirements across multiple jurisdictions, identifying and justifying the "Least Environmentally Damaging Practicable Alternatives (LEDPA)," avoiding imposition of additional environmental conditions, and ensuring that the permit is approved on schedule to enable participation in "roadway" opportunity projects.

On the operational side, the Department purchased and put into service new leak detection equipment. Since beginning utilization of the leak detection system in late fiscal year 2016, the Department was able to survey over 140 miles of pipe, out of 331 total miles in the Hillsboro system. Within the 140 miles of pipe, staff were able to find and repair 22 leaks not visible above ground. The leak detection system greatly enhances the Department's efficiency and effectiveness at discovering and repairing leaks in the water distribution system.



Budget Highlights

- Assumes adoption of an 11% retail rate increase, with an assumed effective date of October 1, 2017.
- Projects 7% increase in water sales revenue compared to FY 2016-17 budget.
- Invests \$20.9 million in planning, design and pipeline construction for the Willamette Water Supply Program.
- Continues commitment to infrastructure renewal program by investing \$2.5 million in projects for replacement or upgrades of pipeline, reservoirs and other infrastructure. As much as possible, these projects are coordinated with road improvement projects performed by other agencies or other City departments, to deliver additional value by taking advantage of favorable cost conditions.
- Invests \$9.6 million for Hillsboro’s share of the capital project costs for expansion of the Joint Water Commission water treatment plant.
- 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 which demonstrated the cost-effectiveness of the rebates.

Performance Measures

The Water department is committed to providing drinking water of the highest quality and sufficient quantity to our customers; while working to maintain the City’s vision for a reliable, resilient water supply system which supports a vital economy and the City’s fire and emergency response needs by protecting and providing stewardship for our community’s most vital resource and the infrastructure that delivers it.

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Budget 2016-17	Budget 2017-18
Nurture a culture of trust and engagement with Hillsboro Residents and Community Partners (CWSP 4).	Provide our customers with our Annual Consumer Confidence Report in both English and Spanish versions	Goal met or not met	Met	Met	Met	Will meet	Will meet
Ensure City services are responsive, equitable and accessible (CWSP 5).	Of water samples collected and tested each month, maintain less than 5% of samples resulting in positivity for Total Coliform or E.coli bacteria. <i>1,081 bacteria samples were collected in FY 2014-15 and 2 were positive, accounting for .18% of annual samples.</i>	Annual overall % of samples tested positive for Total Coliform or E. coli Bacteria	0%	0.18%	0%	<5%	<5%
Sustain the City's Financial Health and Stability (CWSP 6).	Maintain a water loss less than or equal to the State standard of 10%	Percentage of annual water loss	7.0%	5.40%	5.1%	<10%	<10%

Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Licenses and Permits	34,137	47,603	15,000	15,000	-	0%	0%
Charges for Services	21,683,442	23,021,422	23,487,400	25,211,500	1,724,100	7%	18%
Interest	433,635	555,865	357,000	452,000	95,000	27%	0%
Grants and Donations	523,421	906,429	13,000	-	(13,000)	-100%	0%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%	0%
Systems Development	1,836,325	8,049,701	9,669,755	7,000,000	(2,669,755)	-28%	5%
Other Financing Src	4,340,000	3,485,000	3,115,000	2,515,000	(600,000)	-19%	2%
Miscellaneous	528,346	861,286	1,152,491	1,377,093	224,602	19%	1%
Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%	6%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%	12%
Equipment Reserve CO	-	-	500,000	500,000	-	0%	0%
Insurance Premiums	-	2,009	-	-	-	0%	0%
Beginning Work Cap	67,081,300	72,231,015	76,128,525	77,435,935	1,307,410	2%	55%
Total:	\$ 106,568,648	\$ 120,563,441	\$ 128,429,527	\$ 140,139,769	\$ 11,710,242	9%	100%

Budget by Category

Personnel Services	7,005,028	7,784,379	8,702,714	9,587,597	884,883	10%	7%
Materials & Services	5,361,854	5,942,121	6,972,350	7,643,270	670,920	10%	5%
Capital Outlay	8,853,586	14,946,327	93,225,704	103,894,126	10,668,422	11%	74%
Special Payments	6,423,693	7,088,642	8,485,434	8,962,841	477,407	6%	6%
Debt Service	2,283,472	977,782	3,674,900	3,942,370	267,470	7%	3%
Transfers	4,410,000	3,400,000	3,415,000	2,590,000	(825,000)	-24%	2%
Contingency	-	-	1,475,775	1,495,500	19,725	1%	1%
Unapprop Fund Bal	72,231,015	80,424,190	2,477,650	2,024,065	(453,585)	-18%	1%
Total:	\$ 106,568,648	\$ 120,563,441	\$ 128,429,527	\$ 140,139,769	\$ 11,710,242	9%	100%

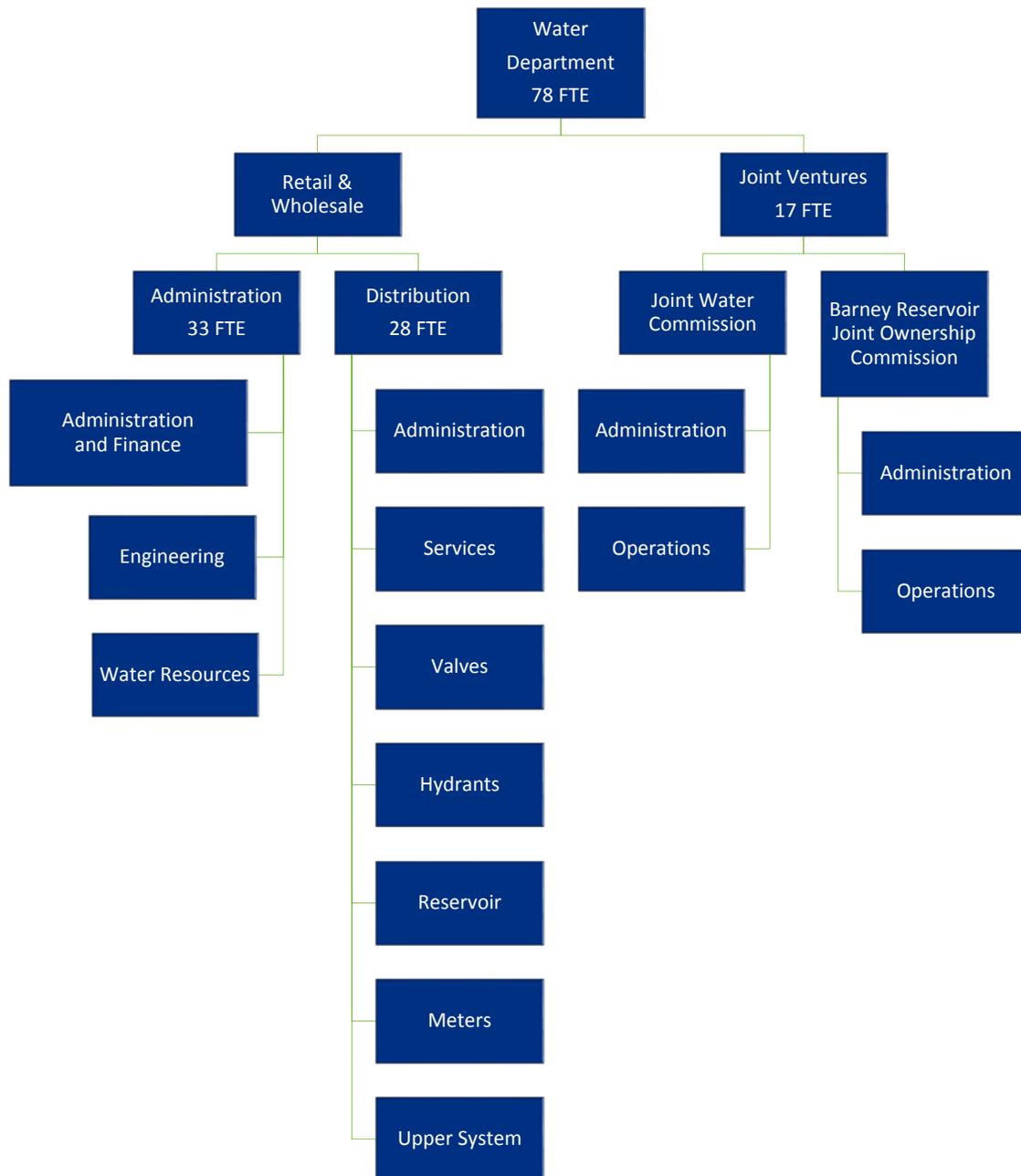
Budget by Org

Water Administration	28,191,437	32,160,823	31,609,171	41,639,660	10,030,489	32%	30%
Water Engineering	1,116,761	2,226,352	4,462,219	3,649,549	(812,670)	-18%	3%
Water Resources	858,993	1,035,583	1,375,322	1,324,178	(51,144)	-4%	1%
Water Dist Administration	1,223,306	564,750	590,071	690,358	100,287	17%	0%
Water Dist Services	533,515	908,465	1,126,089	994,277	(131,812)	-12%	1%
Water Valves	371,457	405,370	1,077,298	539,752	(537,546)	-50%	0%
Water Hydrants	231,545	503,490	406,150	406,554	404	0%	0%
Water Reservoirs	700,820	872,367	1,062,444	1,083,830	21,386	2%	1%
Water Meters	945,721	995,187	1,080,091	899,582	(180,509)	-17%	1%
Water Upper System	180,385	539,122	412,045	366,250	(45,795)	-11%	0%
Water Depreciation	15,910,526	17,754,802	17,924,000	17,001,430	(922,570)	-5%	12%
Water SDC	40,777,280	46,549,580	48,708,155	41,655,400	(7,052,755)	-14%	30%
Water Debt Service	3,852,932	2,559,060	2,575,100	1,990,700	(584,400)	-23%	1%
Water Rate Stabilization	633,762	763,413	891,750	1,021,415	129,665	15%	1%
JWC Administration	5,312,741	6,800,748	8,361,058	19,260,788	10,899,730	130%	14%
JWC Operations	5,030,017	5,174,055	5,943,798	6,567,953	624,155	11%	5%
BJC Administration	468,457	483,019	392,474	658,723	266,249	68%	0%
BJC Operations	228,993	267,255	432,292	389,370	(42,922)	-10%	0%
Total:	\$ 106,568,648	\$ 120,563,441	\$ 128,429,527	\$ 140,139,769	\$ 11,710,242	9%	100%



Budget Summary (continued)

Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Water Fund (500)	34,353,940	40,211,509	43,200,900	51,593,990	8,393,090	19%	37%
Water Depreciation Fund (502)	15,910,526	17,754,802	17,924,000	17,001,430	(922,570)	-5%	12%
Water SDC Fund (504)	40,777,280	46,549,580	48,708,155	41,655,400	(7,052,755)	-14%	30%
Water Debt Service Fund (506)	3,852,932	2,559,060	2,575,100	1,990,700	(584,400)	-23%	1%
Water Rate Stabilization (508)	633,762	763,413	891,750	1,021,415	129,665	15%	1%
Joint Water Commission (800)	10,342,758	11,974,803	14,304,856	25,828,741	11,523,885	81%	18%
Barney Joint Reservoir Commission (810)	697,450	750,274	824,766	1,048,093	223,327	27%	1%
Total:	\$ 106,568,648	\$ 120,563,441	\$ 128,429,527	\$ 140,139,769	\$ 11,710,242	9%	100%



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

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Water Director	1.0	1.0	1.0	43	\$ 117,323	\$ 154,390
Senior Program Manager	3.0	3.0	4.0	36	89,156	117,323
Principal Engineer	1.0	1.0	1.0	34	82,430	108,472
Information Systems Analyst	1.0	1.0	1.0	32	76,211	100,289
Project Manager	1.0	1.0	2.0	32	76,211	100,289
Assistant Water Manager	2.0	2.0	2.0	32	76,211	100,289
Program and Support Manager	0.0	1.0	2.0	32	76,211	100,289
Engineering Coordinator	2.0	3.0	4.0	30	70,461	92,722
Project Engineer	1.0	2.0	2.0	30	70,461	92,722
Public Information & Relations Officer	1.0	1.0	1.0	30	70,461	92,722
Supervising Electrician	0.0	0.0	1.0	30	70,461	92,722
Water Treatment Plant Coordinator	1.0	1.0	1.0	29	67,752	89,155
Water Distribution Coordinator	5.0	5.0	5.0	29	67,752	89,155
Water Program Coordinator	3.0	2.0	2.0	28	65,145	85,727
Management Analyst	2.0	2.0	1.0	28	65,145	85,727
Engineering Associate	1.0	0.0	0.0	28	65,145	85,727
Electrician	1.0	2.0	1.0	27	62,640	82,429
Senior Engineering Technician	2.0	1.0	1.0	27	62,640	82,429
Senior Water Technician	2.0	1.0	1.0	27	62,640	82,429
Water Lab Coordinator	1.0	1.0	1.0	27	62,640	82,429
Information Services Specialist	1.0	0.0	0.0	27	62,640	82,429
Lead Water Plant Operator	5.0	8.0	8.0	26	60,230	79,259
Maintenance Coordinator	1.0	1.0	1.0	26	60,230	79,259
Administrative Services Supervisor	1.0	1.0	1.0	25	57,914	76,211
Project Specialist	3.0	5.0	6.0	25	57,914	76,211
Senior Water Distribution Operator	8.0	5.0	4.0	24	55,686	73,280
Senior Water Plant Operator	3.0	0.0	1.0	24	55,686	73,280
Engineering Technician	0.0	2.0	4.0	23	53,545	70,461
Lead Water Meter Reader *	1.0	1.0	0.0	23	53,545	70,461
Water Distribution Operator	7.0	10.0	13.0	22	51,486	67,752
Water Plant Operator	0.0	1.0	0.0	22	51,486	67,752
Senior Facilities & Maintenance Technician	1.0	1.0	1.0	21	49,505	65,145
Water Resources Specialist	4.0	2.0	2.0	21	49,505	65,145
Maintenance & Operations Technician	1.0	2.0	0.0	18	44,010	57,914
Administrative Support Specialist	3.0	3.0	3.0	17	42,318	55,686
Water Meter Reader *	2.0	2.0	0.0	17	42,318	55,686
Total:	72.0	75.0	78.0			

* These positions have been relocated to the Finance Department.



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	304,254	356,354	424,774	581,418	581,418	581,418
5005 Salaries - Part-Time	1,138	-	-	-	-	-
5010 Extra Labor	-	-	7,460	7,460	7,460	7,460
5100 Overtime	394	-	10,939	11,212	11,212	11,212
5301 Med/Den/Vis Insurance	51,856	57,664	79,920	110,014	110,014	110,014
5303 PERS	19,838	28,945	40,046	71,127	71,127	71,127
5308 VEBA	5,160	5,391	7,655	10,740	10,740	10,740
5309 PERS Stabilization	7,587	-	-	-	-	-
5310 Accrued Payroll Expense	-	36,500	-	5,000	5,000	5,000
5399 Other Benefits and Taxes	22,972	23,224	37,402	50,855	50,855	50,855
Total Personnel Services	\$413,199	\$508,078	\$608,196	\$847,826	\$847,826	\$847,826
Materials & Services						
6000 Office Supplies	17,314	21,574	32,000	38,500	38,500	38,500
6001 Communications Services	6,058	7,854	8,500	13,000	13,000	13,000
6002 Travel/Training/Dues	16,714	24,241	31,600	36,400	36,400	36,400
6003 Postage	590	449	1,000	1,000	1,000	1,000
6004 Program Supplies/Materials	6,850	6,272	7,000	8,000	8,000	8,000
6005 Advertising/Promotion	405	63	1,000	1,000	1,000	1,000
6007 Printing	-	574	-	-	-	-
6100 Contractual Services	85,958	142,098	280,000	312,000	312,000	312,000
6101 Other Services	65	-	-	-	-	-
6102 Maintenance Contracts	345	269	600	600	600	600
6202 Vehicle Equipment	250	-	-	-	-	-
6300 Uniforms	435	830	500	120	120	120
6301 Safety Supplies	72	181	400	400	400	400
6409 Computer Software	8,651	9,492	10,000	11,500	11,500	11,500
6410 Computer Hardware	6,081	1,833	1,000	2,000	2,000	2,000
Total Materials & Services	\$149,788	\$215,730	\$373,600	\$424,520	\$424,520	\$424,520
Capital Outlay						
7050 Capital Reserve	-	-	18,862,976	28,723,627	28,723,627	28,723,627
7055 Joint Venture Reimbursement	1,434,687	1,702,264	144,612	240,589	240,589	240,589
Total Capital Outlay	\$1,434,687	\$1,702,264	\$19,007,588	\$28,964,216	\$28,964,216	\$28,964,216

Water Administration (continued)

Water Administration-50054000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8008 Facilities Depreciation	42,615	45,514	51,659	51,746	51,746	51,746
8009 Support Services Charge	1,357,144	1,467,293	1,739,272	2,066,698	2,066,698	2,066,698
8010 Equipment Depreciation	63,012	63,012	73,620	78,855	78,855	78,855
8011 Facilities Charge	199,384	200,379	211,473	221,654	221,654	221,654
8018 Insurance	175,000	165,141	211,750	211,750	211,750	211,750
8020 Water Purchases	3,082,442	3,162,289	3,729,991	4,242,153	4,242,153	4,242,153
8024 Fleet Services Charge	190,881	193,543	242,737	242,737	242,737	242,737
8029 Interest Expense	3,191	6,135	8,800	8,800	8,800	8,800
8030 Payments to Other Gov't	89,075	90,750	106,000	116,600	116,600	116,600
8055 Franchise Fee Payments	692,090	752,653	1,104,485	847,105	847,105	847,105
Total Special Payments	\$5,894,834	\$6,146,709	\$7,479,787	\$8,088,098	\$8,088,098	\$8,088,098
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	50,000	50,000	50,000	50,000	50,000	50,000
8209 Transfer to Facilities Managemen	-	225,000	225,000	-	-	-
8210 Transfer to Debt Service	2,290,000	980,000	990,000	390,000	390,000	390,000
8211 Transfer to Funded Depreciation	1,925,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
8223 Transfer to Water Rate Stabilizati	125,000	125,000	125,000	125,000	125,000	125,000
Total Transfers	\$4,410,000	\$3,400,000	\$3,415,000	\$2,590,000	\$2,590,000	\$2,590,000
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	15,888,929	20,188,042	-	-	-	-
Total Unapprop Fund Bal	\$15,888,929	\$20,188,042	\$0	\$0	\$0	\$0
Total	\$28,191,437	\$32,160,823	\$31,609,171	\$41,639,660	\$41,639,660	\$41,639,660



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 internal and external design efforts, in addition to providing 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. Services for cross-connection, backflow prevention, and GIS mapping are also provided through this group.

Water Engineering-50054020

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	537,060	663,911	992,488	1,249,050	1,249,050	1,249,050
5005 Salaries - Part-Time	28,629	-	-	-	-	-
5010 Extra Labor	24,163	9,725	29,200	29,200	29,200	29,200
5100 Overtime	1,970	1,928	17,234	17,665	17,665	17,665
5301 Med/Den/Vis Insurance	109,843	137,973	213,710	275,869	275,869	275,869
5303 PERS	54,202	78,706	120,048	179,841	179,841	179,841
5308 VEBA	10,878	13,074	19,853	24,985	24,985	24,985
5309 PERS Stabilization	15,823	-	-	-	-	-
5399 Other Benefits and Taxes	62,963	70,868	113,525	139,039	139,039	139,039
Total Personnel Services	\$845,531	\$976,185	\$1,506,058	\$1,915,649	\$1,915,649	\$1,915,649
Materials & Services						
6000 Office Supplies	1,820	1,724	-	-	-	-
6001 Communications Services	1,800	2,676	3,600	3,500	3,500	3,500
6002 Travel/Training/Dues	14,999	20,191	25,000	27,500	27,500	27,500
6003 Postage	4,433	4,290	5,000	5,000	5,000	5,000
6004 Program Supplies/Materials	15,507	2,973	7,000	4,000	4,000	4,000
6007 Printing	766	519	3,500	3,500	3,500	3,500
6100 Contractual Services	616	4,426	-	-	-	-
6101 Other Services	5,175	3,015	7,500	6,500	6,500	6,500
6200 Fuel/Oil	8,269	5,724	15,600	12,000	12,000	12,000
6202 Vehicle Equipment	-	500	2,300	2,700	2,700	2,700
6300 Uniforms	1,684	2,465	4,000	4,000	4,000	4,000
6301 Safety Supplies	61	211	500	1,500	1,500	1,500
6403 Small Tools and Equipment	614	7,017	2,000	6,300	6,300	6,300
6409 Computer Software	13,886	2,790	5,000	17,000	17,000	17,000
6410 Computer Hardware	3,669	4,326	8,000	9,000	9,000	9,000
Total Materials & Services	\$73,299	\$62,847	\$89,000	\$102,500	\$102,500	\$102,500
Capital Outlay						
7000 Automotive and Equipment	-	-	33,000	80,000	80,000	80,000
7040 Construction - Infrastructure	197,931	1,187,320	2,553,889	1,472,500	1,472,500	1,472,500
7055 Joint Venture Reimbursement	-	-	280,272	78,900	78,900	78,900
Total Capital Outlay	\$197,931	\$1,187,320	\$2,867,161	\$1,631,400	\$1,631,400	\$1,631,400
Total	\$1,116,761	\$2,226,352	\$4,462,219	\$3,649,549	\$3,649,549	\$3,649,549

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	273,455	309,681	417,760	353,780	353,780	353,780
5010 Extra Labor	-	1,300	-	-	-	-
5100 Overtime	-	512	7,714	7,907	7,907	7,907
5301 Med/Den/Vis Insurance	61,341	73,789	93,257	70,350	70,350	70,350
5303 PERS	26,194	34,240	47,229	47,955	47,955	47,955
5308 VEBA	5,465	6,121	8,358	7,078	7,078	7,078
5309 PERS Stabilization	8,060	-	-	-	-	-
5399 Other Benefits and Taxes	23,566	26,921	44,004	36,408	36,408	36,408
Total Personnel Services	\$398,081	\$452,564	\$618,322	\$523,478	\$523,478	\$523,478
Materials & Services						
6000 Office Supplies	2,265	529	-	-	-	-
6001 Communications Services	2,673	2,877	3,500	4,000	4,000	4,000
6002 Travel/Training/Dues	23,075	18,096	22,000	24,000	24,000	24,000
6003 Postage	-	-	10,800	7,400	7,400	7,400
6004 Program Supplies/Materials	105,583	114,222	135,000	139,000	139,000	139,000
6007 Printing	-	-	1,500	7,500	7,500	7,500
6100 Contractual Services	252,550	401,278	484,500	471,000	471,000	471,000
6200 Fuel/Oil	3,277	2,390	6,600	6,200	6,200	6,200
6202 Vehicle Equipment	275	-	1,000	500	500	500
6300 Uniforms	1,430	1,583	1,700	1,200	1,200	1,200
6301 Safety Supplies	10	580	400	400	400	400
6408 Analysis and Lab Supplies	42,573	37,048	60,000	75,000	75,000	75,000
6409 Computer Software	458	471	3,500	-	-	-
6410 Computer Hardware	-	3,945	6,500	2,000	2,000	2,000
Total Materials & Services	\$434,169	\$583,019	\$737,000	\$738,200	\$738,200	\$738,200
Capital Outlay						
7000 Automotive and Equipment	26,743	-	-	50,000	50,000	50,000
7021 Computer Software	-	-	20,000	12,500	12,500	12,500
Total Capital Outlay	\$26,743	\$0	\$20,000	\$62,500	\$62,500	\$62,500
Total	\$858,993	\$1,035,583	\$1,375,322	\$1,324,178	\$1,324,178	\$1,324,178



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. This Division is also responsible for the Water Department’s emergency response planning and preparedness.

Water Dist Administration-50054060

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	745,481	302,143	290,110	357,115	357,115	357,115
5100 Overtime	49,101	9,130	3,186	3,266	3,266	3,266
5301 Med/Den/Vis Insurance	149,187	61,379	61,091	76,188	76,188	76,188
5303 PERS	86,368	44,381	43,692	61,199	61,199	61,199
5308 VEBA	14,423	5,953	5,803	7,143	7,143	7,143
5309 PERS Stabilization	23,748	-	-	-	-	-
5399 Other Benefits and Taxes	79,903	29,546	29,489	37,547	37,547	37,547
Total Personnel Services	\$1,148,211	\$452,532	\$433,371	\$542,458	\$542,458	\$542,458
Materials & Services						
6000 Office Supplies	6,203	4,150	6,800	5,300	5,300	5,300
6001 Communications Services	1,823	4,392	4,300	4,800	4,800	4,800
6002 Travel/Training/Dues	7,822	8,485	19,000	23,000	23,000	23,000
6003 Postage	662	91	500	500	500	500
6004 Program Supplies/Materials	1,009	8,847	7,500	4,500	4,500	4,500
6005 Advertising/Promotion	90	90	100	100	100	100
6007 Printing	-	450	900	800	800	800
6100 Contractual Services	34,837	50,998	54,500	59,500	59,500	59,500
6200 Fuel/Oil	171	337	1,500	1,500	1,500	1,500
6202 Vehicle Equipment	1,877	-	3,000	2,200	2,200	2,200
6300 Uniforms	638	1,140	1,100	700	700	700
6301 Safety Supplies	8,222	2,508	6,000	7,500	7,500	7,500
6400 Utilities	826	1,237	-	-	-	-
6402 Maintenance Supplies	1,554	5,113	5,500	3,500	3,500	3,500
6403 Small Tools and Equipment	-	2,103	6,000	1,000	1,000	1,000
6408 Analysis and Lab Supplies	534	15,080	10,500	5,500	5,500	5,500
6409 Computer Software	592	-	-	-	-	-
6410 Computer Hardware	8,235	7,197	9,500	-	-	-
Total Materials & Services	\$75,095	\$112,218	\$136,700	\$120,400	\$120,400	\$120,400
Capital Outlay						
7020 Computer Hardware	-	-	-	15,000	15,000	15,000
7021 Computer Software	-	-	20,000	12,500	12,500	12,500
Total Capital Outlay	\$0	\$0	\$20,000	\$27,500	\$27,500	\$27,500
Total	\$1,223,306	\$564,750	\$590,071	\$690,358	\$690,358	\$690,358

Water Distribution Services

The Water Distribution Services group 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	117,097	359,427	383,784	391,753	391,753	391,753
5010 Extra Labor	14,776	15,338	13,520	13,520	13,520	13,520
5100 Overtime	16,345	32,640	6,343	6,502	6,502	6,502
5301 Med/Den/Vis Insurance	30,889	93,210	103,420	105,373	105,373	105,373
5303 PERS	13,422	50,893	52,196	64,342	64,342	64,342
5308 VEBA	2,213	6,770	7,676	7,836	7,836	7,836
5309 PERS Stabilization	4,012	-	-	-	-	-
5399 Other Benefits and Taxes	16,892	45,207	45,950	48,451	48,451	48,451
Total Personnel Services	\$215,646	\$603,485	\$612,889	\$637,777	\$637,777	\$637,777
Materials & Services						
6001 Communications Services	2,896	3,140	5,300	5,300	5,300	5,300
6002 Travel/Training/Dues	2,099	1,491	5,400	5,600	5,600	5,600
6004 Program Supplies/Materials	147,803	154,979	197,000	204,000	204,000	204,000
6100 Contractual Services	74,170	49,601	90,000	90,000	90,000	90,000
6101 Other Services	9,238	6,135	12,000	12,000	12,000	12,000
6200 Fuel/Oil	12,931	9,873	15,100	15,600	15,600	15,600
6202 Vehicle Equipment	507	-	3,000	3,000	3,000	3,000
6300 Uniforms	3,954	4,963	5,800	4,400	4,400	4,400
6301 Safety Supplies	1,276	3,064	2,500	3,500	3,500	3,500
6403 Small Tools and Equipment	16,897	22,618	8,100	8,100	8,100	8,100
6409 Computer Software	-	71	-	-	-	-
6410 Computer Hardware	3,301	3,648	5,000	-	-	-
6411 Communications Equipment	30	-	500	500	500	500
6412 Equipment Rental	-	100	8,500	4,500	4,500	4,500
Total Materials & Services	\$275,102	\$259,683	\$358,200	\$356,500	\$356,500	\$356,500
Capital Outlay						
7000 Automotive and Equipment	41,795	-	155,000	-	-	-
7002 Non-License Appar and Equipme	972	45,297	-	-	-	-
Total Capital Outlay	\$42,767	\$45,297	\$155,000	\$0	\$0	\$0
Total	\$533,515	\$908,465	\$1,126,089	\$994,277	\$994,277	\$994,277



Water Valves

The Water Valves group 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 10,500 valves located throughout the City’s system.

Water Valves-50054064

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	80,689	210,442	258,986	209,557	209,557	209,557
5005 Salaries - Part-Time	902	10,491	-	-	-	-
5010 Extra Labor	35,126	-	27,040	27,040	27,040	27,040
5100 Overtime	6,148	-	5,203	5,333	5,333	5,333
5301 Med/Den/Vis Insurance	24,756	47,299	68,538	51,058	51,058	51,058
5303 PERS	9,763	33,692	39,177	36,868	36,868	36,868
5308 VEBA	1,575	3,868	5,180	4,191	4,191	4,191
5309 PERS Stabilization	3,179	-	-	-	-	-
5399 Other Benefits and Taxes	12,950	22,810	31,874	25,905	25,905	25,905
Total Personnel Services	\$175,088	\$328,602	\$435,998	\$359,952	\$359,952	\$359,952
Materials & Services						
6001 Communications Services	1,575	2,361	2,400	3,600	3,600	3,600
6002 Travel/Training/Dues	443	1,677	4,500	4,000	4,000	4,000
6004 Program Supplies/Materials	57,507	38,508	70,000	66,100	66,100	66,100
6100 Contractual Services	-	963	30,000	30,000	30,000	30,000
6101 Other Services	587	302	12,000	12,000	12,000	12,000
6200 Fuel/Oil	12,064	9,142	13,900	13,900	13,900	13,900
6202 Vehicle Equipment	-	-	17,100	2,100	2,100	2,100
6300 Uniforms	2,860	1,053	4,000	2,000	2,000	2,000
6301 Safety Supplies	1,403	1,071	1,600	1,600	1,600	1,600
6403 Small Tools and Equipment	5,263	1,107	7,000	6,000	6,000	6,000
6409 Computer Software	-	1,071	-	-	-	-
6410 Computer Hardware	2,066	1,336	-	-	-	-
6411 Communications Equipment	90	100	300	-	-	-
6412 Equipment Rental	-	-	3,500	3,500	3,500	3,500
Total Materials & Services	\$83,858	\$58,691	\$166,300	\$144,800	\$144,800	\$144,800
Capital Outlay						
7000 Automotive and Equipment	111,539	8,944	475,000	-	-	-
7002 Non-License Appar and Equipme	972	9,133	-	35,000	35,000	35,000
Total Capital Outlay	\$112,511	\$18,077	\$475,000	\$35,000	\$35,000	\$35,000
Total	\$371,457	\$405,370	\$1,077,298	\$539,752	\$539,752	\$539,752

Water Hydrants

The Water Hydrants group 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	67,286	164,094	164,070	171,477	171,477	171,477
5005 Salaries - Part-Time	-	10,755	-	-	-	-
5010 Extra Labor	6,689	21,719	27,040	27,040	27,040	27,040
5100 Overtime	7,150	-	3,714	3,807	3,807	3,807
5301 Med/Den/Vis Insurance	15,471	34,529	53,038	36,625	36,625	36,625
5303 PERS	9,384	16,810	16,551	20,331	20,331	20,331
5308 VEBA	1,310	2,812	3,281	3,430	3,430	3,430
5309 PERS Stabilization	2,233	-	-	-	-	-
5399 Other Benefits and Taxes	8,170	21,110	20,856	23,044	23,044	23,044
Total Personnel Services	\$117,693	\$271,829	\$288,550	\$285,754	\$285,754	\$285,754
Materials & Services						
6001 Communications Services	818	1,984	2,100	2,100	2,100	2,100
6002 Travel/Training/Dues	1,805	2,036	1,600	2,500	2,500	2,500
6004 Program Supplies/Materials	81,158	78,498	80,000	80,000	80,000	80,000
6100 Contractual Services	-	3,323	-	-	-	-
6101 Other Services	2,103	840	4,000	4,000	4,000	4,000
6200 Fuel/Oil	7,233	4,590	8,500	8,500	8,500	8,500
6202 Vehicle Equipment	10	-	2,700	700	700	700
6300 Uniforms	2,304	912	2,800	1,600	1,600	1,600
6301 Safety Supplies	878	89	2,200	2,200	2,200	2,200
6403 Small Tools and Equipment	9,777	1,757	10,000	15,500	15,500	15,500
6409 Computer Software	-	71	-	-	-	-
6410 Computer Hardware	1,801	1,745	-	-	-	-
6411 Communications Equipment	-	-	200	200	200	200
6412 Equipment Rental	-	-	3,500	3,500	3,500	3,500
Total Materials & Services	\$107,887	\$95,845	\$117,600	\$120,800	\$120,800	\$120,800
Capital Outlay						
7000 Automotive and Equipment	4,021	117,102	-	-	-	-
7002 Non-License Appar and Equipme	1,944	18,714	-	-	-	-
Total Capital Outlay	\$5,965	\$135,816	\$0	\$0	\$0	\$0
Total	\$231,545	\$503,490	\$406,150	\$406,554	\$406,554	\$406,554



Water Reservoirs

The Water Reservoirs group 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	260,153	356,878	400,309	403,173	403,173	403,173
5010 Extra Labor	729	-	15,600	15,600	15,600	15,600
5100 Overtime	28,161	18,533	7,000	7,175	7,175	7,175
5301 Med/Den/Vis Insurance	62,146	67,748	90,513	73,089	73,089	73,089
5303 PERS	30,903	42,955	45,580	55,025	55,025	55,025
5308 VEBA	4,936	6,888	8,008	8,066	8,066	8,066
5309 PERS Stabilization	7,972	-	-	-	-	-
5399 Other Benefits and Taxes	30,863	39,018	45,434	46,702	46,702	46,702
Total Personnel Services	\$425,863	\$532,020	\$612,444	\$608,830	\$608,830	\$608,830
Materials & Services						
6001 Communications Services	2,015	3,258	3,600	5,400	5,400	5,400
6002 Travel/Training/Dues	3,995	3,140	9,000	9,500	9,500	9,500
6004 Program Supplies/Materials	78,334	101,126	130,500	115,500	115,500	115,500
6100 Contractual Services	51,167	9,315	-	-	-	-
6101 Other Services	13,472	-	-	-	-	-
6102 Maintenance Contracts	368	-	10,500	22,000	22,000	22,000
6200 Fuel/Oil	9,446	8,157	20,500	20,500	20,500	20,500
6202 Vehicle Equipment	181	174	1,800	1,200	1,200	1,200
6300 Uniforms	4,203	927	4,100	2,900	2,900	2,900
6301 Safety Supplies	3,456	4,269	2,000	3,000	3,000	3,000
6400 Utilities	76,445	82,697	120,000	100,000	100,000	100,000
6403 Small Tools and Equipment	12,748	42,368	40,500	20,000	20,000	20,000
6409 Computer Software	-	473	-	-	-	-
6410 Computer Hardware	18,786	2,362	7,500	10,000	10,000	10,000
6411 Communications Equipment	137	150	-	-	-	-
6412 Equipment Rental	-	175	-	-	-	-
6500 Chemicals - General	-	-	20,000	20,000	20,000	20,000
6501 Chlorine	-	1,650	-	-	-	-
Total Materials & Services	\$274,753	\$260,241	\$370,000	\$330,000	\$330,000	\$330,000
Capital Outlay						
7000 Automotive and Equipment	204	70,106	-	-	-	-
7002 Non-License Appar and Equipme	-	10,000	-	-	-	-
7030 Facilities and Improvements	-	-	80,000	145,000	145,000	145,000
Total Capital Outlay	\$204	\$80,106	\$80,000	\$145,000	\$145,000	\$145,000
Total	\$700,820	\$872,367	\$1,062,444	\$1,083,830	\$1,083,830	\$1,083,830

Water Meters

The Water Meters group is responsible for all water meter maintenance, installations and replacements. This group installs meters for the Automatic Meter Reader (AMR) program, which is replacing all of the system's existing meters with meters that can be read remotely; that program is entering year 10 of an 11-year replacement schedule.

Water Meters-50054069

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	299,396	307,477	320,904	225,799	225,799	225,799
5005 Salaries - Part-Time	-	7,632	-	-	-	-
5010 Extra Labor	-	5,328	27,040	27,040	27,040	27,040
5100 Overtime	9,808	8,198	9,688	9,930	9,930	9,930
5301 Med/Den/Vis Insurance	73,144	77,338	79,284	49,534	49,534	49,534
5303 PERS	38,336	50,604	52,400	45,582	45,582	45,582
5308 VEBA	5,921	6,110	6,418	4,516	4,516	4,516
5309 PERS Stabilization	9,288	-	-	-	-	-
5399 Other Benefits and Taxes	33,007	35,144	38,457	29,581	29,581	29,581
Total Personnel Services	\$468,900	\$497,831	\$534,191	\$391,982	\$391,982	\$391,982
Materials & Services						
6001 Communications Services	2,618	3,214	3,700	3,700	3,700	3,700
6002 Travel/Training/Dues	989	1,554	5,300	5,000	5,000	5,000
6004 Program Supplies/Materials	390,304	427,434	462,000	463,000	463,000	463,000
6101 Other Services	12,460	9,713	15,000	15,000	15,000	15,000
6200 Fuel/Oil	9,825	8,837	15,400	10,300	10,300	10,300
6202 Vehicle Equipment	885	559	1,800	1,800	1,800	1,800
6300 Uniforms	4,285	2,008	5,000	1,100	1,100	1,100
6301 Safety Supplies	1,673	558	2,500	2,500	2,500	2,500
6403 Small Tools and Equipment	4,055	12,449	3,200	3,200	3,200	3,200
6410 Computer Hardware	3,378	-	-	-	-	-
6411 Communications Equipment	222	-	500	500	500	500
6412 Equipment Rental	-	-	1,500	1,500	1,500	1,500
Total Materials & Services	\$430,694	\$466,326	\$515,900	\$507,600	\$507,600	\$507,600
Capital Outlay						
7000 Automotive and Equipment	46,127	31,030	30,000	-	-	-
Total Capital Outlay	\$46,127	\$31,030	\$30,000	\$0	\$0	\$0
Total	\$945,721	\$995,187	\$1,080,091	\$899,582	\$899,582	\$899,582



Upper System

The Upper System group 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	29,815	166,208	168,758	147,604	147,604	147,604
5100 Overtime	661	4,532	4,628	4,744	4,744	4,744
5301 Med/Den/Vis Insurance	5,408	33,849	39,379	33,981	33,981	33,981
5303 PERS	3,149	25,996	24,864	28,305	28,305	28,305
5308 VEBA	591	2,873	3,375	2,952	2,952	2,952
5309 PERS Stabilization	914	-	-	-	-	-
5399 Other Benefits and Taxes	2,772	17,635	18,241	16,164	16,164	16,164
Total Personnel Services	\$43,310	\$251,093	\$259,245	\$233,750	\$233,750	\$233,750
Materials & Services						
6001 Communications Services	1,606	2,451	2,100	3,000	3,000	3,000
6002 Travel/Training/Dues	780	690	3,800	3,800	3,800	3,800
6004 Program Supplies/Materials	23,637	218,548	31,000	29,000	29,000	29,000
6100 Contractual Services	7,061	6,244	-	-	-	-
6101 Other Services	12,753	(3,179)	12,000	12,000	12,000	12,000
6200 Fuel/Oil	5,530	4,807	8,900	8,900	8,900	8,900
6202 Vehicle Equipment	-	-	700	700	700	700
6300 Uniforms	1,571	601	900	500	500	500
6301 Safety Supplies	255	18	600	600	600	600
6400 Utilities	13,244	14,646	18,000	18,000	18,000	18,000
6403 Small Tools and Equipment	12,510	2,786	5,000	5,000	5,000	5,000
6410 Computer Hardware	1,224	824	-	-	-	-
6411 Communications Equipment	80	-	300	-	-	-
6412 Equipment Rental	-	17,284	-	-	-	-
6500 Chemicals - General	6,057	637	9,000	9,000	9,000	9,000
6501 Chlorine	1,800	1,800	2,500	2,500	2,500	2,500
6503 Caustic Soda	-	2,916	-	-	-	-
Total Materials & Services	\$88,108	\$271,073	\$94,800	\$93,000	\$93,000	\$93,000
Capital Outlay						
7005 Communications Equipment	-	16,956	-	-	-	-
7032 Facilities Equipment	-	-	58,000	39,500	39,500	39,500
7040 Construction - Infrastructure	48,967	-	-	-	-	-
Total Capital Outlay	\$48,967	\$16,956	\$58,000	\$39,500	\$39,500	\$39,500
Total	\$180,385	\$539,122	\$412,045	\$366,250	\$366,250	\$366,250

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 replacements.

Water Depreciation-50254020

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	34,652	65,588	-	-	-	-
5010 Extra Labor	38	-	-	-	-	-
5100 Overtime	76	90	-	-	-	-
5301 Med/Den/Vis Insurance	6,839	13,817	-	-	-	-
5303 PERS	3,053	8,349	-	-	-	-
5308 VEBA	675	1,309	-	-	-	-
5309 PERS Stabilization	969	-	-	-	-	-
5399 Other Benefits and Taxes	3,752	6,937	-	-	-	-
Total Personnel Services	\$50,054	\$96,090	\$0	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	179,843	858,909	1,005,000	867,500	867,500	867,500
7050 Capital Reserve	-	-	16,014,500	13,213,430	13,213,430	13,213,430
7055 Joint Venture Reimbursement	27,252	196,285	904,500	2,920,500	2,920,500	2,920,500
Total Capital Outlay	\$207,095	\$1,055,194	\$17,924,000	\$17,001,430	\$17,001,430	\$17,001,430
Unapprop Fund Bal						
8500 Unapprop Fund Balance	15,653,377	16,603,518	-	-	-	-
Total Unapprop Fund Bal	\$15,653,377	\$16,603,518	\$0	\$0	\$0	\$0
Total	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	\$17,001,430	\$17,001,430



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	95,191	107,372	-	-	-	-
5100 Overtime	53	-	-	-	-	-
5301 Med/Den/Vis Insurance	15,503	17,415	-	-	-	-
5303 PERS	7,588	11,453	-	-	-	-
5308 VEBA	1,889	2,130	-	-	-	-
5309 PERS Stabilization	2,610	-	-	-	-	-
5399 Other Benefits and Taxes	8,602	9,733	-	-	-	-
Total Personnel Services	\$131,436	\$148,103	\$0	\$0	\$0	\$0
Capital Outlay						
7036 Water Rights	-	100,000	-	-	-	-
7040 Construction - Infrastructure	1,853,371	4,614,013	16,129,839	22,879,134	22,879,134	22,879,134
7050 Capital Reserve	-	-	26,199,062	8,819,587	8,819,587	8,819,587
7052 Willamette Wtr SP Reserve	-	-	2,546,006	393,859	393,859	393,859
7055 Joint Venture Reimbursement	663,336	744,467	1,147,048	6,608,000	6,608,000	6,608,000
Total Capital Outlay	\$2,516,707	\$5,458,480	\$46,021,955	\$38,700,580	\$38,700,580	\$38,700,580
Debt Service						
8104 Other Debt Principal	-	-	2,686,200	2,686,200	2,686,200	2,686,200
8105 Other Debt Interest	-	-	-	268,620	268,620	268,620
Total Debt Service	\$0	\$0	\$2,686,200	\$2,954,820	\$2,954,820	\$2,954,820
Unapprop Fund Bal						
8500 Unapprop Fund Balance	38,129,137	40,942,997	-	-	-	-
Total Unapprop Fund Bal	\$38,129,137	\$40,942,997	\$0	\$0	\$0	\$0
Total	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	\$41,655,400	\$41,655,400

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	425	425	500	500	500	500
Total Materials & Services	\$425	\$425	\$500	\$500	\$500	\$500
Debt Service						
8100 Bond Principal	2,045,000	775,000	800,000	815,000	815,000	815,000
8101 Bond Interest	238,472	202,782	188,700	172,550	172,550	172,550
Total Debt Service	\$2,283,472	\$977,782	\$988,700	\$987,550	\$987,550	\$987,550
Unapprop Fund Bal						
8500 Unapprop Fund Balance	1,569,035	1,580,853	1,585,900	1,002,650	1,002,650	1,002,650
Total Unapprop Fund Bal	\$1,569,035	\$1,580,853	\$1,585,900	\$1,002,650	\$1,002,650	\$1,002,650
Total	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	\$1,990,700	\$1,990,700

Water Rate Stabilization

The Water Rate Stabilization fund is a reserve to minimize the potential need for rate increases that might arise due to temporary shortfall in revenue associated with very low water sales or a short-term disruption of revenues.

Water Rate Stabilization-50854000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Unapprop Fund Bal						
8500 Unapprop Fund Balance	633,762	763,413	891,750	1,021,415	1,021,415	1,021,415
Total Unapprop Fund Bal	\$633,762	\$763,413	\$891,750	\$1,021,415	\$1,021,415	\$1,021,415
Total	\$633,762	\$763,413	\$891,750	\$1,021,415	\$1,021,415	\$1,021,415

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Joint Water Commission



Joint Water Commission (JWC)

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 direct 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 370,000 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), 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 WTP currently has a maximum treatment capacity rated at 75 million gallons per day (mgd). Construction work has begun on a project to expand the WTP capacity to 85 mgd by mid-2019.

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 is comprised of technical staff representatives from each agency. The Operations Committee meets regularly 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 12.8% to \$0.49/CCF (hundred cubic feet).
- Budgets total of \$14.9 million for capital projects, including:
 - Ongoing design and construction of the Water Treatment Plant expansion - \$14,750,000.
 - Removal of structures from the Fairway Fund Property-\$150,000.

JWC Administration

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

JWC Administration-80054200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	465,881	511,937	386,800	412,501	412,501	412,501
5005 Salaries - Part-Time	287	1,751	-	-	-	-
5010 Extra Labor	897	-	-	-	-	-
5100 Overtime	790	1,585	5,000	5,125	5,125	5,125
5301 Med/Den/Vis Insurance	84,460	89,108	71,204	75,539	75,539	75,539
5303 PERS	48,790	58,562	47,998	61,212	61,212	61,212
5308 VEBA	8,989	9,406	7,338	7,852	7,852	7,852
5309 PERS Stabilization	13,289	-	-	-	-	-
5310 Accrued Payroll Expense	-	-	-	2,000	2,000	2,000
5399 Other Benefits and Taxes	44,524	46,733	37,932	41,114	41,114	41,114
Total Personnel Services	\$667,907	\$719,082	\$556,272	\$605,343	\$605,343	\$605,343
Materials & Services						
6000 Office Supplies	5,078	5,013	6,000	6,000	6,000	6,000
6001 Communications Services	3,010	4,207	3,500	5,500	5,500	5,500
6002 Travel/Training/Dues	13,677	11,806	13,500	13,500	13,500	13,500
6003 Postage	136	186	300	300	300	300
6004 Program Supplies/Materials	1,520	10,376	2,500	3,000	3,000	3,000
6005 Advertising/Promotion	864	1,739	1,000	1,000	1,000	1,000
6100 Contractual Services	16,033	22,737	10,500	428,500	428,500	428,500
6101 Other Services	86	-	-	-	-	-
6103 Janitorial Expense	1,927	1,934	3,500	4,000	4,000	4,000
6200 Fuel/Oil	-	40	-	-	-	-
6300 Uniforms	2,044	585	1,300	-	-	-
6301 Safety Supplies	-	280	-	-	-	-
6400 Utilities	-	109	-	-	-	-
6407 Water Master	18,746	19,346	21,000	26,000	26,000	26,000
6408 Analysis and Lab Supplies	146	-	-	-	-	-
6409 Computer Software	14,928	474	-	-	-	-
6410 Computer Hardware	-	1,504	-	-	-	-
6450 Interest Expense	6,439	9,530	7,000	12,000	12,000	12,000
Total Materials & Services	\$84,634	\$89,866	\$70,100	\$499,800	\$499,800	\$499,800



JWC Administration (continued)

JWC Administration-80054200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	29,434	-	-	-	-	-
7002 Non-License Appar and Equipme	-	17,545	-	-	-	-
7010 Office Equipment	-	16,003	-	-	-	-
7030 Facilities and Improvements	-	6,642	-	-	-	-
7035 Land	-	-	-	150,000	150,000	150,000
7040 Construction - Infrastructure	4,092,253	5,107,654	6,335,000	16,750,000	16,750,000	16,750,000
Total Capital Outlay	\$4,121,687	\$5,147,844	\$6,335,000	\$16,900,000	\$16,900,000	\$16,900,000
Special Payments						
8008 Facilities Depreciation	4,929	4,881	5,776	5,825	5,825	5,825
8009 Support Services Charge	270,839	290,339	331,731	382,831	382,831	382,831
8010 Equipment Depreciation	12,403	12,403	14,041	14,607	14,607	14,607
8011 Facilities Charge	23,753	21,905	23,643	24,952	24,952	24,952
8018 Insurance	169,830	178,177	195,995	218,430	218,430	218,430
8030 Payments to Other Gov't	(43,241)	336,251	328,500	109,000	109,000	109,000
Total Special Payments	\$438,513	\$843,956	\$899,686	\$755,645	\$755,645	\$755,645
Contingency						
8300 Contingency	-	-	500,000	500,000	500,000	500,000
Total Contingency	\$0	\$0	\$500,000	\$500,000	\$500,000	\$500,000
Total	\$5,312,741	\$6,800,748	\$8,361,058	\$19,260,788	\$19,260,788	\$19,260,788



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, as well as for emergency response planning and preparedness.

JWC Operations-80054220

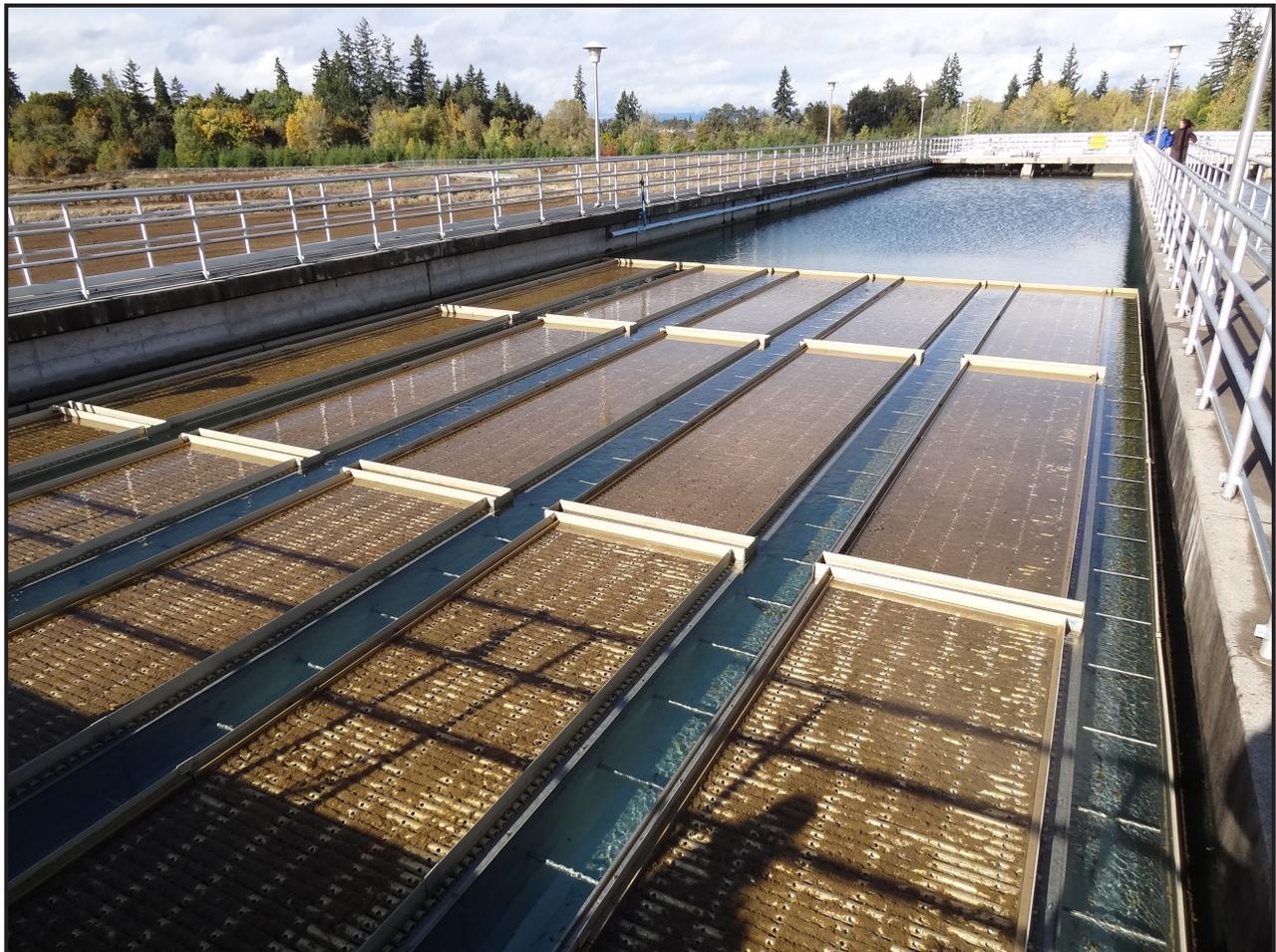
	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,133,780	1,153,493	1,293,013	1,496,406	1,496,406	1,496,406
5005 Salaries - Part-Time	9,123	9,253	-	-	-	-
5010 Extra Labor	1,211	2,236	72,000	72,000	72,000	72,000
5100 Overtime	42,793	393	35,000	35,875	35,875	35,875
5301 Med/Den/Vis Insurance	247,543	254,045	303,548	342,150	342,150	342,150
5303 PERS	112,939	141,132	159,470	220,295	220,295	220,295
5308 VEBA	21,898	21,486	25,863	29,932	29,932	29,932
5309 PERS Stabilization	34,433	-	-	-	-	-
5399 Other Benefits and Taxes	120,019	117,977	147,454	171,795	171,795	171,795
Total Personnel Services	\$1,723,739	\$1,700,015	\$2,036,348	\$2,368,453	\$2,368,453	\$2,368,453
Materials & Services						
6001 Communications Services	181	503	300	600	600	600
6002 Travel/Training/Dues	39,718	39,089	51,000	60,500	60,500	60,500
6003 Postage	111	6	-	-	-	-
6004 Program Supplies/Materials	312,719	370,998	450,000	455,000	455,000	455,000
6100 Contractual Services	178,438	88,109	165,000	373,000	373,000	373,000
6101 Other Services	7,460	-	750	750	750	750
6102 Maintenance Contracts	15,073	488	5,000	5,000	5,000	5,000
6103 Janitorial Expense	428	86	-	-	-	-
6200 Fuel/Oil	5,550	8,669	24,000	9,500	9,500	9,500
6202 Vehicle Equipment	2,370	1,669	6,000	6,000	6,000	6,000
6300 Uniforms	1,284	4,430	7,900	6,900	6,900	6,900
6301 Safety Supplies	9,808	8,889	6,000	8,500	8,500	8,500
6400 Utilities	1,751,512	1,987,307	2,030,000	2,045,000	2,045,000	2,045,000
6402 Maintenance Supplies	16	-	-	-	-	-
6403 Small Tools and Equipment	6,488	7,751	12,500	12,000	12,000	12,000
6408 Analysis and Lab Supplies	81,640	103,944	150,000	165,000	165,000	165,000
6409 Computer Software	24,719	47,609	52,500	65,000	65,000	65,000
6410 Computer Hardware	2,385	5,007	2,000	2,000	2,000	2,000
6411 Communications Equipment	93	-	500	500	500	500
6412 Equipment Rental	1,255	-	8,000	4,000	4,000	4,000
6500 Chemicals - General	-	-	10,000	10,000	10,000	10,000
6501 Chlorine	70,625	73,725	80,000	85,000	85,000	85,000
6502 Aluminum Sulfate	386,908	399,052	420,000	420,000	420,000	420,000
6503 Caustic Soda	306,462	245,506	290,000	285,000	285,000	285,000
6505 Filter Polymer	8,840	13,260	10,000	10,000	10,000	10,000
Total Materials & Services	\$3,214,083	\$3,406,097	\$3,781,450	\$4,029,250	\$4,029,250	\$4,029,250



JWC Operations (continued)

JWC Operations-80054220

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	5,300	207	15,000	50,000	50,000	50,000
7002 Non-License Appar and Equipme	-	-	-	63,750	63,750	63,750
7020 Computer Hardware	43,740	31,409	-	-	-	-
7021 Computer Software	43,155	6,610	20,000	12,500	12,500	12,500
7030 Facilities and Improvements	-	147	-	44,000	44,000	44,000
7032 Facilities Equipment	-	-	91,000	-	-	-
7040 Construction - Infrastructure	-	29,570	-	-	-	-
Total Capital Outlay	\$92,195	\$67,943	\$126,000	\$170,250	\$170,250	\$170,250
Total	\$5,030,017	\$5,174,055	\$5,943,798	\$6,567,953	\$6,567,953	\$6,567,953



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 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 an 8.5% decrease from the previous year.
- Budgets total of \$216,750 in Operating Capital Outlay, including repair of the flume fence (\$125,000).



Barney Administration

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

BJC Administration-81054400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	11,447	31,130	22,863	32,130	32,130	32,130
5100 Overtime	-	-	1,000	1,025	1,025	1,025
5301 Med/Den/Vis Insurance	3,393	3,533	2,402	5,045	5,045	5,045
5303 PERS	1,922	2,271	1,368	3,498	3,498	3,498
5308 VEBA	397	425	257	543	543	543
5309 PERS Stabilization	599	-	-	-	-	-
5310 Accrued Payroll Expense	-	-	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	1,721	1,812	1,248	2,534	2,534	2,534
Total Personnel Services	\$19,479	\$39,171	\$29,138	\$45,775	\$45,775	\$45,775
Materials & Services						
6000 Office Supplies	101	15	1,000	1,000	1,000	1,000
6001 Communications Services	201	-	-	-	-	-
6003 Postage	-	-	100	100	100	100
6004 Program Supplies/Materials	-	-	500	500	500	500
6101 Other Services	1,555	-	-	-	-	-
6407 Water Master	-	-	5,000	5,000	5,000	5,000
6408 Analysis and Lab Supplies	-	489	-	-	-	-
Total Materials & Services	\$1,857	\$504	\$6,600	\$6,600	\$6,600	\$6,600
Capital Outlay						
7000 Automotive and Equipment	-	-	-	6,250	6,250	6,250
7005 Communications Equipment	-	-	-	17,000	17,000	17,000
7020 Computer Hardware	-	-	-	12,500	12,500	12,500
7030 Facilities and Improvements	-	-	-	135,000	135,000	135,000
7036 Water Rights	-	-	-	46,000	46,000	46,000
Total Capital Outlay	\$0	\$0	\$0	\$216,750	\$216,750	\$216,750
Special Payments						
8008 Facilities Depreciation	1,629	1,774	2,058	1,971	1,971	1,971
8009 Support Services Charge	40,138	42,900	46,154	48,888	48,888	48,888
8010 Equipment Depreciation	1,854	1,854	1,954	1,865	1,865	1,865
8011 Facilities Charge	8,264	8,308	8,425	8,441	8,441	8,441
8018 Insurance	35,041	37,625	41,387	51,012	51,012	51,012
8024 Fleet Services Charge	2,801	2,671	3,383	3,721	3,721	3,721
8030 Payments to Other Gov't	619	2,845	2,600	3,200	3,200	3,200
Total Special Payments	\$90,346	\$97,977	\$105,961	\$119,098	\$119,098	\$119,098



Barney Administration (continued)

BJC Administration-81054400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Contingency						
8300 Contingency	-	-	250,775	270,500	270,500	270,500
Total Contingency	\$0	\$0	\$250,775	\$270,500	\$270,500	\$270,500
Unappropriated Fund Bal						
8500 Unappropriated Fund Balance	356,775	345,367	-	-	-	-
Total Unappropriated Fund Bal	\$356,775	\$345,367	\$0	\$0	\$0	\$0
Total	\$468,457	\$483,019	\$392,474	\$658,723	\$658,723	\$658,723



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, emergency response planning, and dam safety inspections and maintenance.

BJC Operations-81054420

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	110,889	141,305	109,488	139,650	139,650	139,650
5010 Extra Labor	-	-	2,500	2,500	2,500	2,500
5100 Overtime	11	-	4,000	4,100	4,100	4,100
5301 Med/Den/Vis Insurance	23,946	32,322	27,182	35,531	35,531	35,531
5303 PERS	10,094	17,686	14,371	21,036	21,036	21,036
5308 VEBA	2,281	2,520	2,190	2,793	2,793	2,793
5309 PERS Stabilization	3,191	-	-	-	-	-
5399 Other Benefits and Taxes	10,479	13,866	11,961	14,960	14,960	14,960
Total Personnel Services	\$160,891	\$207,699	\$171,692	\$220,570	\$220,570	\$220,570
Materials & Services						
6001 Communications Services	5,850	8,004	9,200	10,000	10,000	10,000
6002 Travel/Training/Dues	535	535	1,200	4,300	4,300	4,300
6004 Program Supplies/Materials	17,265	6,490	30,000	31,000	31,000	31,000
6100 Contractual Services	21,721	25,644	42,000	35,000	35,000	35,000
6101 Other Services	-	334	15,100	25,100	25,100	25,100
6200 Fuel/Oil	4,239	3,155	7,100	7,100	7,100	7,100
6202 Vehicle Equipment	624	133	500	1,200	1,200	1,200
6300 Uniforms	196	200	400	500	500	500
6301 Safety Supplies	-	250	1,500	1,500	1,500	1,500
6403 Small Tools and Equipment	-	477	2,600	2,600	2,600	2,600
6408 Analysis and Lab Supplies	17,672	14,334	34,500	48,500	48,500	48,500
6410 Computer Hardware	-	-	500	2,000	2,000	2,000
6412 Equipment Rental	-	-	10,000	-	-	-
Total Materials & Services	\$68,102	\$59,556	\$154,600	\$168,800	\$168,800	\$168,800
Capital Outlay						
7021 Computer Software	-	-	20,000	-	-	-
7030 Facilities and Improvements	-	-	86,000	-	-	-
Total Capital Outlay	\$0	\$0	\$106,000	\$0	\$0	\$0
Total	\$228,993	\$267,255	\$432,292	\$389,370	\$389,370	\$389,370

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Public Works Department



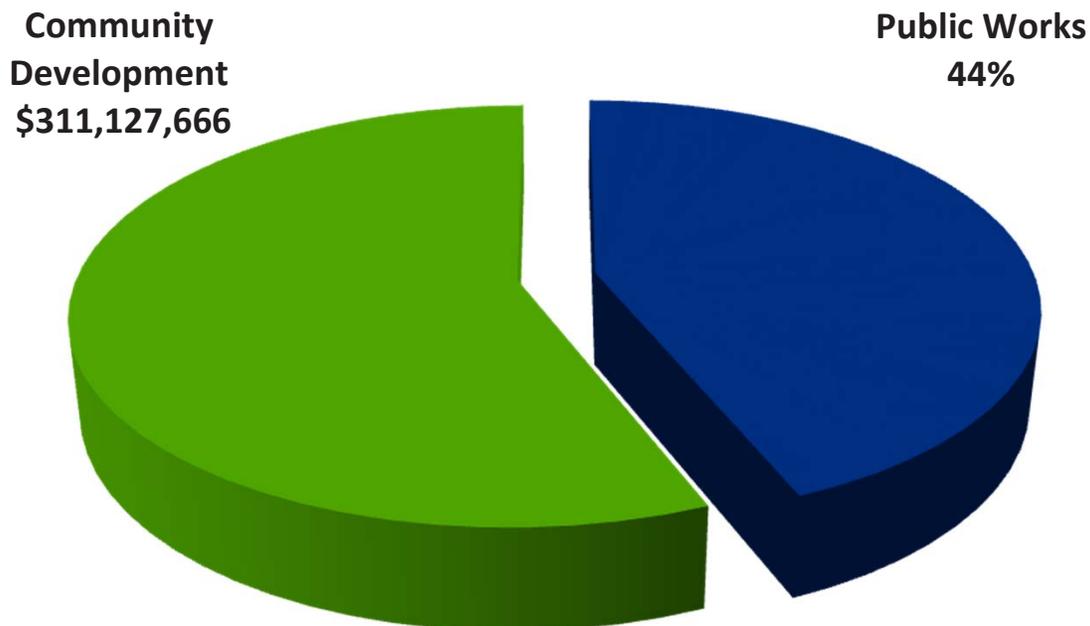
Department Description

The Public Works Department is comprised of 109 full time employees allocated between five divisions (previously the Engineering Division, Operations Division and Facilities & Fleet Division): Administration, Capital & Development Services, Facilities & Fleet, Transportation, and Sanitary Sewer & Surface Water Management. All five 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 Public Works Department operational budget is separated into three core funds: Transportation, Sanitary Sewer, and Surface Water Management. Revenue in these funds originates from gas tax and utility user fees, which pay for the majority of services including personnel, equipment, and vehicles. Additional revenues exist which support the capital improvement projects that provide expansion and upgrading of roads, transit, sewer and storm water systems. The fees collected are: Transportation Utility Fees (TUF), Transportation Development Tax (TDT), Transportation System Development Charge, Special Assessment, Sewer and Surface Water System Development Charges, and Sanitary Sewer and Surface Water Local Service Fees.

Our Mission

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



Outcomes and Accomplishments

Capital & Development Services

- *Capital Investments*
 - Replaced 9,256 feet of public sanitary sewer mainlines
 - Replaced 7,636 feet of private laterals
 - Replaced 7 manholes
 - Repaired 36 manholes
 - Completed construction of 28th Avenue project
 - Completed construction of the 41st (253rd) project
 - Completed construction of a new parking lot at the Shute Park Aquatic & Recreation Center
 - Completed construction of the new Public Works Facility
 - Completed design of 231st Widening at Cornell
 - Completed design of Cherry Drive to Ray Circle Extension project
 - Provided construction inspection services for Public Works projects and Public improvements associated with Private Development
- *Private Development Permits Issued*
 - 160 General Right-of-Way Permits issued
 - 43 Grading & Erosion Control Permits issued
 - 233 Franchise Utility Permits issued
 - 39 Special Event Permits issued
 - 4 Block Party Permits issued
 - 20 Public Infrastructure Permits issued
- *Asset Management*
 - Impervious Surface Audits: 590 Work Orders completed to-date, totaling 60,558,928 sq. ft. and 10,638 unique polygons
 - As-Builts reorganized and workflow updated to make room for influx of upcoming developments
 - Added two new Maintenance Districts to GIS; Areas 9 (South Hillsboro) and 10 (North Hillsboro)
 - All assets have been changed to the appropriate areas
 - Weather Event Map from the January storm event
 - Emergency Planning
 - Mapbook created for Building Department, in case of earthquakes and such
 - Inclement Weather Mapbook to be created for Facilities of all City properties that need attention during snow storms
 - Asset Management Implementation
 - ADA Ramps in OMS
 - Street Trees in OMS Sign Inventory
 - 2nd year of Signs Nighttime Inspections with OMS
 - New yearly performance reports available in OMS
 - Temp/Internship to finish data collection
 - GPS data collection efforts
 - Expanded use – Traffic group is now collecting data
 - GIS Data – new datasets
 - Conduit – combined Ops data with IS Fiber
 - Conduit editing in SDE
 - Full Conduit, including IS Fiber is now available on HMaps



Outcomes and Accomplishments

Transportation Division

- Created for adoption by City Council a City of Hillsboro Transportation Safety Action Plan
- Received a \$100,000 ODOT Safe Routes to School Non-Infrastructure Grant, to fund a Safe Routes to School Coordinator who will work to develop a comprehensive safe routes to school program
- *Traffic*
 - 135 Traffic Investigations (stop signs, parking, signals, cross-walks)
 - Set 146 counters on roads
 - Installed 90 new traffic signs
 - Repaired 658 existing traffic signs
 - Completed 245 traffic signals repairs
 - Painted 29.4 miles of center lines, bike lanes, and barrier lines
 - Pruned vegetation at 130 sites for traffic vision clearance
 - Installed 2 Rectangular Rapid Flashing Beacon (RRFB) Crosswalks for SE 21st at Spruce and SE Davis at Ironwood
 - Installed and repaired 8,367 feet of crosswalks and stop bars
 - Installed and repaired 70 arrows, handicap markings, and RR crossings
- *Street*
 - Pavement Maintenance Projects
 - Asphalt Overlays 5.68 centerline miles
 - Slurry Sealing 11.75 centerline miles
 - Micro Sealing 2.27 centerline miles
 - Crack Sealing 7.27 centerline miles
 - Replaced 94 sidewalk ramps as part of the Crack Seals & AC Replacements and Overlay projects

Sanitary Sewer & Surface Water Management Division

- *Sanitary Sewer*
 - 163 Fats, Oils, and Grease Inspections
 - Identified and visited 95 FOG triage program sites
 - Inspected 20 miles of sanitary sewer lines
 - Cleaned 50 miles of sanitary sewer lines
- *Surface Water Management*
 - 171 Public Water Quality Facility (WQF) Inspections
 - 129 Private WQF Inspections
 - 4 New Private Water Quality Facilities constructed
 - 2,039 Site Development Erosion Control Inspections
 - 1,495 Single Lot Construction Erosion Control Inspections
 - 34 Private Water Quality Facilities constructed
 - Inspected 21 miles of storm sewer lines
 - Cleaned 27 miles of storm sewer lines
 - Repaired/maintained 15 filter structures, changing 204 filters within those vaults
 - Cleaned 4,871 catch basins
 - Picked-up 3,144 cubic yards of leaves through the Leaf Pickup Program
 - Cleaned 100 water quality manholes
 - Swept 3,366 miles of streets

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 FY 2017-18 represent a sample of significant projects and efforts to meet this goal:

- *Transportation Systems*
 - Downtown Core Enhancements
 - LED Street Lighting
 - Lincoln/2nd Street Improvements
 - Griffin Oaks Pavement
 - Primrose Alley Reconstruction
 - Cedar Street BPCIP
 - NE 28th Avenue Improvements
 - Huffman Road
 - Century Blvd Extension North of Jacobson Road
 - 231st Widening at Cornell
 - Cherry Drive to Ray Circle Extension
 - Hidden Creek Extension
 - Jackson School Road Bike/Ped
 - Reconstruction of Forest Street at Freeman
 - Wayfinding
 - Stagg Property
 - Street Name Changes

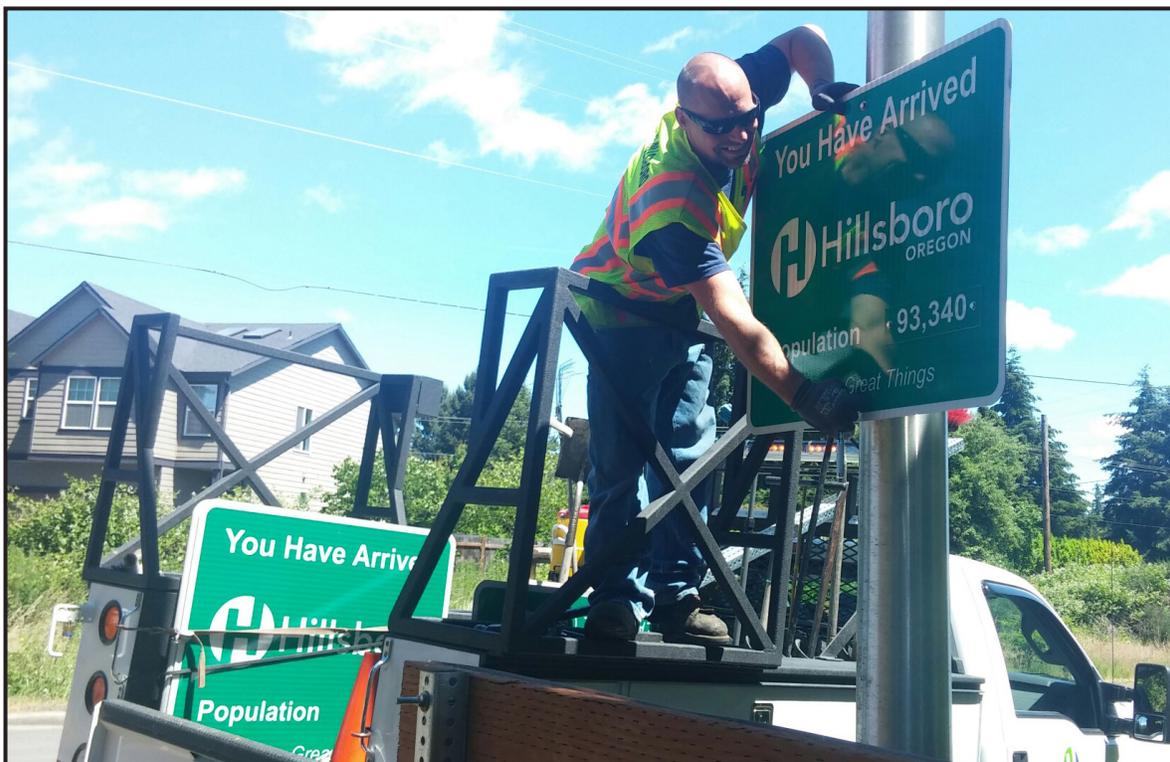
- *Sanitary Sewer System*
 - 1911/1936 & Turner Creek Basin Sanitary Sewer District I&I Abatement
 - Healthy Streams (partnership with Parks Tree Planting Challenge)

- *Surface Water Management (Storm Sewer Systems)*
 - Storm Water Master Plan
 - Glencoe Creek Storm Culvert Improvements
 - SE 24th & Spruce Storm Sewer Replacement
 - Water Quality Rehabilitation
 - Storm Culverts & Outfalls



Our Goals

- *Administration*
 - Increase partnership and foster an engaged, informed community
- *Capital Project Development*
 - Establish City-wide mapping control network to be used as a tool for realization of Vision 2020 goals
- *Development Services*
 - Communicate Public Works developer permit requirements clearly and efficiently
 - Develop Public Works Policies and Procedures Manual
 - Map all impervious surfaces within the City
 - Complete inventory of GIS storm and transportation data
 - Collect additional and update existing GPS data
- *Traffic*
 - Complete an “Active Transportation” system
 - Enhance asset management system for traffic signs, traffic markings and street lights
- *Street*
 - Create and promote well maintained roadway network
 - Modernize winter operation program
- *Sanitary Sewer*
 - Streamline sanitary sewer maintenance and increase efficiency
 - Meet or exceed television inspections and cleaning standards set by Clean Water Services (CWS)
- *Surface Water Management*
 - Establish open ditch GIS inventory and map
 - Meet or exceed television inspections and cleaning standards set by Clean Water Services (CWS)



Performance Measures

Citywide Goal	Department Goal	Measurement	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Anticipate and Prepare for Change and Its potential Opportunities and Challenges (CWSP 2)	Inspect at least one third of the City's street network each year, in order to rate the condition of the City's street network every three years	Percentage of City's street network inspected	46.9%	55.5%	43.4%	46.8%	33.0%
	Televiser all City's sanitary sewer and storm mainlines to meet the 8-year performance standard; televiser at least 12.5%/year	Percentage of City sanitary sewer and storm mainlines televised	17.0%	17.0%	14.0%	61.0%	50.0%
	Clean at least 25% of City sanitary sewer and storm mainlines each year, to meet the 4-year performance standard	Percentage of City sanitary sewer and storm mainlines cleaned	17.0%	16.0%	17%	68%	50%
	Perform regular maintenance on all Water Quality Facilities (WQF) in order to ensure proper function and meet performance standard	Percentage of public and private WQF in compliance	100%	100.0%	100%	100%	100%
Ensure City Services are Responsive, Equitable and Accessible (CWSP 5)	Meet 90% of plan review turn-around targets (10 business days for initial review; 5 business days on revisions)	Percentage of reviews which meet plan review targets	NA	NA	NA	90%	90%
Sustain the City's Financial Health and Stability (CWSP 6)	Maintain all roads in pavement network with a Pavement Condition Index (PCI) greater than 55 (classified as good, very good, and excellent)	Percent of roads (by centerline mile) with a PCI greater than 55	92.9%	92.7%	93.3%	94.2%	95.0%
	Sweep all curbed roads at least once a month	Percentage of roadways swept once a month	300%	300%	300%	100%	100%
	The Capital section is to complete at least 80% of all construction projects on-time and within budget	Percentage of construction projects completed within budget	NA	NA	85%	80%	75%



Budget Summary by Category

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Licenses and Permits	457,070	891,587	428,060	804,547	376,487	88%	1%
Fines and Forfeiture	13,953	22,168	13,000	24,000	11,000	85%	0%
Charges for Services	31,312,987	35,073,931	37,415,705	38,970,452	1,554,747	4%	29%
Interest	405,777	448,670	359,000	415,647	56,647	16%	0%
Grants and Donations	346,840	286,935	1,600,000	-	(1,600,000)	-100%	0%
Intergovernmental	5,800,993	6,076,805	5,965,000	6,627,575	662,575	11%	5%
Systems Development	9,706,954	11,378,350	12,369,100	15,724,560	3,355,460	27%	12%
Other Financing Src	5,426,125	7,055,826	9,904,561	8,815,259	(1,089,302)	-11%	6%
Miscellaneous	1,285,050	7,977,692	4,402,400	4,753,500	351,100	8%	3%
Beginning Work Cap	57,286,694	60,677,496	59,113,825	60,277,200	1,163,375	2%	44%
Total:	\$ 112,042,443	\$ 129,889,460	\$ 131,570,651	\$ 136,412,740	\$ 4,842,089	4%	100%

Budget by Category

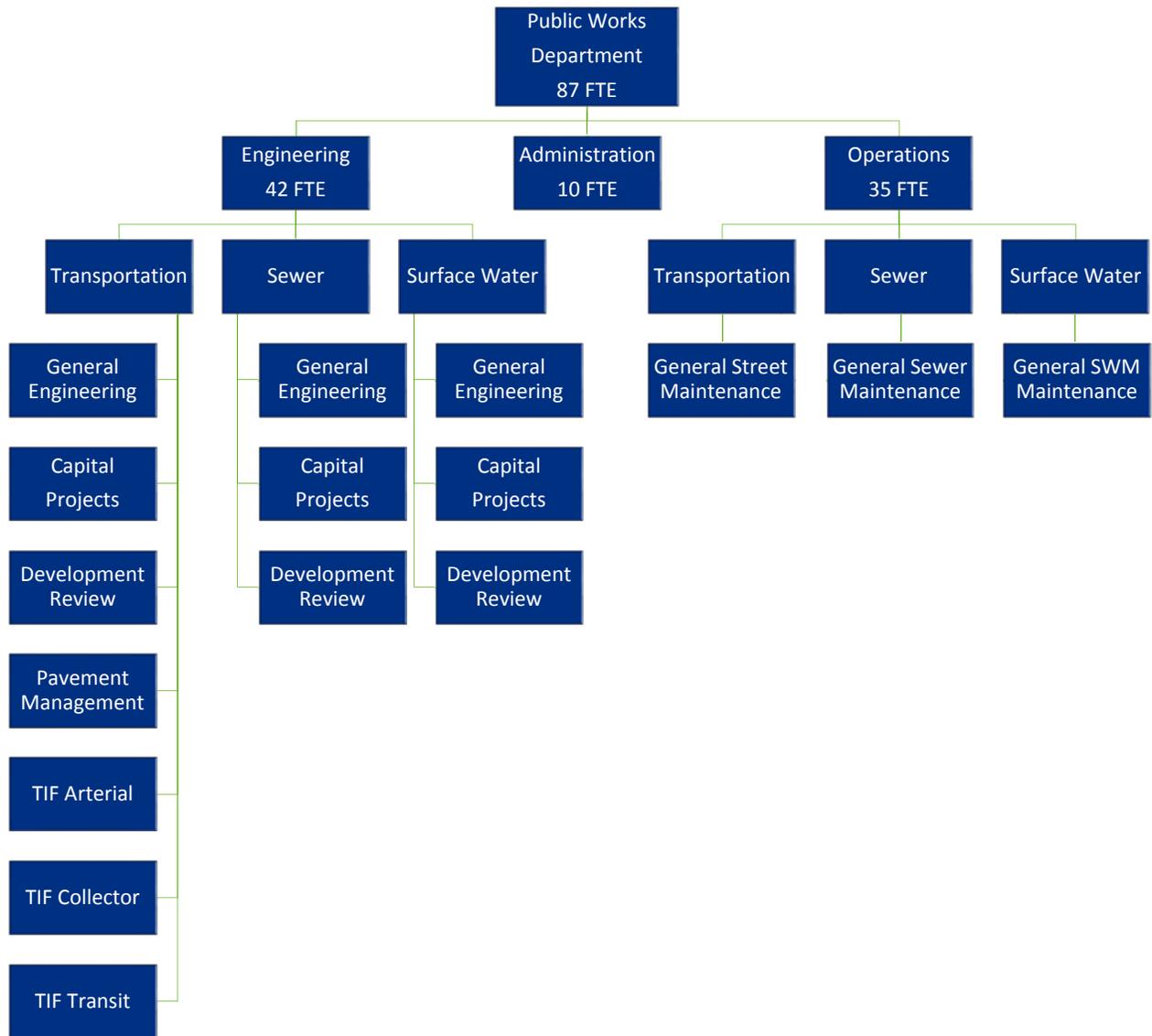
Personnel Services	7,141,036	7,841,829	8,976,846	10,083,834	1,106,988	12%	7%
Materials & Services	6,206,241	5,248,368	11,777,260	10,193,750	(1,583,510)	-13%	7%
Capital Outlay	6,465,545	14,000,010	63,975,329	75,973,922	11,998,593	19%	56%
Special Payments	27,501,210	28,762,457	34,709,576	35,513,374	803,798	2%	26%
Debt Service	-	-	5,000,000	-	(5,000,000)	-100%	0%
Transfers	4,050,915	12,260,081	7,131,640	4,647,860	(2,483,780)	-35%	3%
Unapprop Fund Bal	60,677,496	61,776,715	-	-	-	0%	0%
Total:	\$ 112,042,443	\$ 129,889,460	\$ 131,570,651	\$ 136,412,740	\$ 4,842,089	4%	100%

Budget Summary by Activity

Budget by Org - Admin & Engineering	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Public Works Administration	87,576,317	98,208,057	77,806,783	82,405,379	4,598,596	6%	64%
General Engineering	7,607,222	8,231,408	13,554,912	21,157,495	7,602,583	56%	16%
Capital Projects	4,943,495	6,461,057	18,994,639	13,684,800	(5,309,839)	-28%	11%
Development Review	396,123	478,184	10,000	9,500	(500)	-5%	0%
Erosion Control	160,762	201,770	-	-	-	0%	0%
TIF Arterial	535,762	5,043,838	2,867,000	30,000	(2,837,000)	-99%	0%
TIF Collector	2,817,034	4,011,837	6,849,140	5,425,300	(1,423,840)	-21%	4%
TUF Transit	59,515	43,390	192,000	168,000	(24,000)	-13%	0%
Pavement Management Program	3,383,132	2,525,633	4,591,040	6,166,865	1,575,825	34%	5%
Subtotal:	\$ 107,479,362	\$ 125,205,174	\$ 124,865,514	\$ 129,047,339	\$ 4,181,825	3%	100%
Budget by Org - Operations							
General Maintenance	4,563,081	4,684,286	6,705,137	7,365,401	660,264	10%	100%
Subtotal:	\$ 4,563,081	\$ 4,684,286	\$ 6,705,137	\$ 7,365,401	\$ 660,264	10%	100%
Public Works Total:	\$ 112,042,443	\$ 129,889,460	\$ 131,570,651	\$ 136,412,740	\$ 4,842,089	4%	100%

Budget Summary by Fund

Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Transportation Fund (200)	9,621,516	12,169,066	11,193,400	15,730,876	4,537,476	41%	22%
Pathways Fund Gas Tax (202)	1,343,242	582,347	478,000	515,471	37,471	8%	1%
Transportation Depreciation (204)	687,955	1,219,856	972,448	1,984,170	1,011,722	104%	3%
TUF Pavement Management Fund (205)	4,097,276	4,343,706	5,505,300	7,245,188	1,739,888	32%	10%
TUF Pathways Fund (206)	3,250,179	3,855,669	5,033,200	4,666,455	(366,745)	-7%	7%
TIF Fund (210)	16,794,617	21,272,677	14,500,250	11,159,000	(3,341,250)	-23%	16%
TDT Fund (212)	15,080,368	22,076,211	25,649,100	28,972,465	3,323,365	13%	41%
Transportation SDC Fund (214)	-	(5,941)	5,000,000	544,500	(4,455,500)	-89%	1%
Special Assessments Fund (220)	68,750	20,958	12,850	25,407	12,557	98%	0%
Transportation Subtotal:	\$ 50,943,903	\$ 65,534,549	\$ 68,344,548	\$ 70,843,532	\$ 2,498,984	4%	100%
Sewer Fund (510)	26,377,741	27,428,186	29,462,525	31,107,436	1,644,911	6%	59%
Sewer Depreciation Fund (512)	9,344,824	8,985,881	7,795,115	6,438,192	(1,356,923)	-17%	12%
Sewer SDC Fund (514)	10,025,642	10,023,953	9,328,100	9,718,340	390,240	4%	18%
Sewer Local Service Fee (516)	738,646	2,253,658	3,792,330	5,709,385	1,917,055	51%	11%
Sewer Subtotal:	\$ 46,486,853	\$ 48,691,678	\$ 50,378,070	\$ 52,973,353	\$ 2,595,283	5%	100%
Surface Water Mgmt Fund (520)	6,750,241	7,551,234	8,083,310	8,015,500	(67,810)	-1%	64%
SWM Depreciation Fund (522)	739,121	1,202,718	1,160,873	1,188,133	27,260	2%	10%
SWM SDC Fund (524)	6,658,152	5,592,798	1,610,000	1,593,800	(16,200)	-1%	13%
SWM Local Service Fee (526)	364,938	1,213,151	1,906,550	1,697,822	(208,728)	-11%	14%
SWM Subtotal:	\$ 14,512,452	\$ 15,559,901	\$ 12,760,733	\$ 12,495,255	\$ (265,478)	-2%	100%
Property Management Fund (530)	\$ 99,235	\$ 103,332	\$ 87,300	\$ 100,600	\$ 13,300	15%	1%
Funds Subtotal:	\$ 112,042,443	\$ 129,889,460	\$ 131,570,651	\$ 136,412,740	\$ 4,842,089	4%	100%



Public Works Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Public Works Director	1.0	1.0	1.0	43	\$ 117,323	\$ 154,390
Assistant Public Works Director	1.0	1.0	1.0	39	100,289	131,973
Senior Program Manager	3.0	3.0	3.0	36	89,156	117,323
Maintenance & Operations Superintendent	0.0	0.0	2.0	34	82,430	108,472
Principal Engineer	0.0	0.0	1.0	34	82,430	108,472
Assistant Maintenance & Operations Superintendent	1.0	2.0	0.0	32	76,211	100,289
Program and Support Manager	1.0	1.0	1.0	32	76,211	100,289
Project Manager	5.0	7.0	8.0	32	76,211	100,289
Information Systems Analyst	0.0	0.0	1.0	32	76,211	100,289
City Surveyor	1.0	1.0	1.0	30	70,461	92,722
Engineering Coordinator	2.0	0.0	1.0	30	70,461	92,722
Supervising Electrician	0.0	1.0	1.0	30	70,461	92,722
Engineering Associate	2.0	3.0	6.0	28	65,145	85,727
Management Analyst	3.0	3.0	5.0	28	65,145	85,727
Senior Engineering Technician	10.0	10.0	8.0	27	62,640	82,429
Electrician	1.0	0.0	0.0	27	62,640	82,429
Maintenance and Operations Coordinator	7.0	6.0	6.0	25	57,914	76,211
Administrative Services Supervisor	2.0	2.0	2.0	25	57,914	76,211
Project Specialist	1.0	2.0	2.0	25	57,914	76,211
Signal Maintenance Technician	1.0	1.0	2.0	23	53,545	70,461
Engineering Technician	8.0	8.0	8.0	23	53,545	70,461
Management Specialist	0.0	1.0	1.0	22	51,486	67,752
Senior Maintenance Operations Technician	19.0	19.0	19.0	20	47,602	62,640
Maintenance and Operations Technician	2.0	4.0	5.0	18	44,010	57,914
Administrative Support Specialist	2.0	2.0	2.0	17	42,318	55,686
Total:	73.0	78.0	87.0			

Note: Public Works has another division for Facilities and Fleet. Related positions are not included in the above, and can be found in the Support Services section.



Administration

The role of Public Works Administration is to provide management guidance and administrative support in planning, budgeting, and implementing effective levels of service in areas of development services, engineering, equipment maintenance, operations, and facilities maintenance. This division strives to respond to customer inquiries and requests in the most effective and efficient manner.

- Administrative Services
 - General departmental management through the Director, Assistant Director, Senior Program Managers, and Program and Support Managers

Capital & Development Services Division

The Capital & Development Division oversees the design and construction of public roadways, public buildings, sanitary sewer systems and surface 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 public infrastructure installations, grading and erosion control measures, and facility installation. The Public Works Asset Management Program is also administered within this division.

- Capital Projects
 - Public infrastructure planning, design, and construction
 - City survey services
 - Construction site inspection
- Development Services
 - Residential, commercial, and industrial development permitting and inspection
 - Right-of-way and special event permitting
 - Infrastructure records, public asset management, and mapping using Geographic Information System (GIS) and Global Positioning System (GPS) technologies

Facilities and Fleet Division

The Facilities & Fleet Division guides and manages the planning, design and construction for all new City facilities; the operations and maintenance for existing City facilities; and the maintenance and management of City fleet vehicles. The division is a support services section within the Public Works Department (see Support Services).

Transportation Division

The Transportation Division provides technical oversight of design and maintenance for street and traffic related issues. The Traffic section of the group is responsible for the proper placement and maintenance of traffic control measures, stop signs, speed zones, traffic signals, street lighting, pedestrian & school beacons, parking and pavement striping, and markings. The Street section maintains the public right-of-way through the following activities: pavement sealing and patching, sidewalk repairs, ditch and culvert cleaning, tree pruning and chipping for pedestrian and vision clearances, and right-of way mowing. A considerable portion of the rehabilitation of infrastructure is handled with in-house personnel; however, external professional contract resources are utilized where additional expertise is needed.

- Traffic
 - Traffic systems analysis (traffic signalization, pedestrian flasher, street lighting, signage, striping, parking and speed control)
 - Design and maintenance of traffic control measures, street lighting, and pavement striping and markings
- Street
 - Pavement Management Program (maintenance and patching)
 - Sidewalk repairs and ADA ramp upgrades
 - Landscape pruning for pedestrian and vision clearances
 - Inclement weather management (snow plowing, sanding, de-icing)

Sanitary Sewer and Surface Water Management Division

The Sanitary Sewer and Surface Water Management Division inspects and cleans the underground sewer mainlines, manholes, catch basins, water quality manholes, filter vaults, and Water Quality Facilities on an annual maintenance schedule. The section also performs an array of important inspections to help ensure the systems are functioning properly.

- Sanitary Sewer Systems
 - Fats, Oils and Grease (FOG) mitigation
 - Clean Water Services coordination
 - Sanitary sewer cleaning and inspections
- Surface Water Management Systems
 - Water quality facilities management
 - Sensitive area/wetlands/vegetated corridor management
 - Culverts and outfall inventory and management
 - Street sweeping
 - Autumn curbside leaf pick-up
 - Storm sewer cleaning and inspection



Transportation Funds

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. Beginning in FY 2017-2018 funding will also include a Transportation System Development Charge (SDC). 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. Additionally, a portion of residential TUF fees collected are dedicated to build and maintain bicycle and pedestrian pathways. The charges are based on the estimated use of the roadway system by customer groups using Institute of Transportation Engineers (ITE) traffic data. The fee is included on each customer's bi-monthly or 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 \$7.3 million. Over the last several years, the Council has elected to use Strategic Investment Program (SIP) funding to help fill some of the gap for pavement management. In FY 2017-18, \$2 million is proposed from SIP funds.

In February 2015, with a recommendation from the Transportation Committee, the City Council approved program modifications to reallocate the distribution of TUF collected between the types of development uses, as well as increasing TUF rates starting on April 1, 2015 to work toward fully funding the PMP program. Increases are scheduled annually on April 1st through 2019. This year single family residential customer rates increased from \$6.10 to \$7.56. Nonresidential increases varied by type of business. The increases this year are estimated to raise an additional \$700,000 in FY 2016-17 for a total of \$2.3 million in funding for roadway maintenance. By FY 2017-18, the program will provide an estimated \$2.86 million.

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 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 while bringing 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.

Beginning in FY 2017-18 the City will also see revenues from a new Transportation System Development Charge (TSDC) that was adopted in 2017. The TSDC is a City adopted program that is similar to the TDT program. The TSDC program is based on the developments projected impact on the transportation system within the South Hillsboro development. Proceeds from the TSDC program will be used to fund a prescribed set of transportation improvements which are necessary to support South Hillsboro development. The program does not fund existing needs such as minor reconstruction or maintenance projects.

Budget by Org - Transportation Funds	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Public Works Administration	6,430,858	8,411,589	5,072,818	6,273,262	1,200,444	24%	9%
General Engineering	1,115,903	1,664,455	2,438,807	5,856,219	3,417,412	140%	8%
Capital Projects	466,595	318,807	1,534,040	1,268,600	(265,440)	-17%	2%
Development Review	148,746	202,822	3,600	3,500	(100)	-3%	0%
General Street Maintenance	1,459,414	1,571,393	2,144,135	2,329,295	185,160	9%	3%
Pathways FD PW Admin	481,612	490,493	288,000	345,471	57,471	20%	0%
Pathways General Engineering	-	-	50,000	50,000	-	0%	0%
Pathways Capital Projects	861,630	91,854	140,000	120,000	(20,000)	-14%	0%
Transportation Dep PW Admin	665,543	1,219,856	904,448	1,654,170	749,722	83%	2%
Transportation Dep Gen Eng	-	-	30,000	-	(30,000)	-100%	0%
Transportation Dep Operations	22,412	-	38,000	330,000	292,000	768%	0%
TUF PMP Admin	714,144	1,818,073	914,260	1,078,323	164,063	18%	2%
TUF Pavement Management Program	3,383,132	2,525,633	4,591,040	6,166,865	1,575,825	34%	9%
TUF Pathways Admin	2,802,837	2,920,345	1,650,512	2,655,555	1,005,043	61%	4%
TUF Capital Projects	447,342	935,324	3,382,688	2,010,900	(1,371,788)	-41%	3%
Engineering Admin-TIF	13,382,306	12,173,612	4,592,110	5,535,700	943,590	21%	8%
TIF Arterial	535,762	5,043,838	2,867,000	30,000	(2,837,000)	-99%	0%
TIF Collector	2,817,034	4,011,837	6,849,140	5,425,300	(1,423,840)	-21%	8%
TIF Transit	59,515	43,390	192,000	168,000	(24,000)	-13%	0%
Trans Development Tax	14,851,061	20,517,391	18,986,021	21,813,615	2,827,594	15%	31%
TDT General Engineering	206,288	95,173	909,500	1,065,000	155,500	17%	2%
TDT Capital Projects	23,019	1,463,647	5,753,579	6,093,850	340,271	6%	9%
TSDC Admin	-	(867,850)	-	100,000	100,000	0%	0%
TSDC Capital Projects	-	861,909	5,000,000	444,500	(4,555,500)	-91%	1%
Engineering Admin - LID	14,330	18,265	5,850	20,407	14,557	249%	0%
General Engineering - LID	54,420	2,693	7,000	5,000	(2,000)	-29%	0%
Subtotal - Transportation Funds:	\$ 50,943,903	\$ 65,534,549	\$ 68,344,548	\$ 70,843,532	\$ 2,498,984	4%	100%



Transportation Fund Administration Division

Public Works Administration-20052000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	905,687	2,568,377	2,568,377	2,568,377
Total Capital Outlay	\$0	\$0	\$905,687	\$2,568,377	\$2,568,377	\$2,568,377
Special Payments						
8008 Facilities Depreciation	19,423	21,603	38,781	41,268	41,268	41,268
8009 Support Services Charge	626,447	665,182	785,057	860,803	860,803	860,803
8010 Equipment Depreciation	32,621	32,621	37,040	36,278	36,278	36,278
8011 Facilities Charge	87,598	92,153	158,756	176,772	176,772	176,772
8018 Insurance	47,000	42,336	49,350	49,350	49,350	49,350
8024 Fleet Services Charge	165,972	136,130	167,374	167,374	167,374	167,374
Total Special Payments	\$979,061	\$990,025	\$1,236,358	\$1,331,845	\$1,331,845	\$1,331,845
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	20,000	20,000	20,000	20,000
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	500,000	500,000	500,000	500,000	500,000	500,000
8209 Transfer to Facilities Managemen	-	-	1,300,000	-	-	-
8218 Transfer to TUF PMP	1,200,000	1,000,000	500,000	500,000	500,000	500,000
8219 Transfer to Pathways Gas Tax	-	-	-	60,000	60,000	60,000
8220 Transfer to Planning	192,290	198,500	200,000	215,000	215,000	215,000
8226 Transfer to Trans Depr Fund	105,337	550,337	385,773	1,053,040	1,053,040	1,053,040
Total Transfers	\$2,017,627	\$2,268,837	\$2,930,773	\$2,373,040	\$2,373,040	\$2,373,040
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,434,170	5,152,727	-	-	-	-
Total Unapprop Fund Bal	\$3,434,170	\$5,152,727	\$0	\$0	\$0	\$0
Total	\$6,430,858	\$8,411,589	\$5,072,818	\$6,273,262	\$6,273,262	\$6,273,262

Transportation Fund Engineering Division

General Engineering-20052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	627,220	841,941	1,384,517	1,557,891	1,557,891	1,557,891
5005 Salaries - Part-Time	5,303	2,640	-	-	-	-
5010 Extra Labor	-	-	20,800	20,800	20,800	20,800
5100 Overtime	-	-	20,000	20,500	20,500	20,500
5301 Med/Den/Vis Insurance	128,088	169,090	298,678	316,737	316,737	316,737
5303 PERS	65,446	110,985	184,138	242,715	242,715	242,715
5308 VEBA	12,441	16,980	27,692	31,159	31,159	31,159
5309 PERS Stabilization	17,839	-	-	-	-	-
5310 Accrued Payroll Expense	-	23,700	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	65,531	87,915	150,782	167,933	167,933	167,933
Total Personnel Services	\$921,868	\$1,253,251	\$2,086,607	\$2,360,735	\$2,360,735	\$2,360,735
Materials & Services						
6000 Office Supplies	9,748	10,619	12,000	12,000	12,000	12,000
6001 Communications Services	6,279	6,804	6,000	7,000	7,000	7,000
6002 Travel/Training/Dues	15,684	16,835	24,500	24,500	24,500	24,500
6003 Postage	1,389	1,038	1,300	600	600	600
6004 Program Supplies/Materials	8,840	8,233	19,000	65,000	65,000	65,000
6005 Advertising/Promotion	1,850	1,663	2,000	1,000	1,000	1,000
6006 Tuition Reimbursement	603	1,667	1,000	-	-	-
6007 Printing	580	197	1,000	500	500	500
6100 Contractual Services	108,506	87,437	61,000	185,000	185,000	185,000
6101 Other Services	852	4,346	3,500	2,000	2,000	2,000
6102 Maintenance Contracts	5,894	35,357	-	-	-	-
6200 Fuel/Oil	1,955	1,475	2,000	2,000	2,000	2,000
6201 Fleet Maintenance	949	996	1,000	500	500	500
6300 Uniforms	1,182	552	1,000	1,500	1,500	1,500
6301 Safety Supplies	32	56	200	50	50	50
6400 Utilities	145	-	-	-	-	-
6402 Maintenance Supplies	-	-	200	-	-	-
6403 Small Tools and Equipment	1,527	3,622	2,000	2,000	2,000	2,000
6409 Computer Software	1,218	3,215	5,500	3,000	3,000	3,000
6410 Computer Hardware	4,541	3,046	2,000	2,000	2,000	2,000
6416 Equipment Maintenance	460	154	1,000	2,000	2,000	2,000
6419 Personal Protective Equipment	994	1,224	1,000	1,000	1,000	1,000
Total Materials & Services	\$173,228	\$188,536	\$147,200	\$311,650	\$311,650	\$311,650
Capital Outlay						



Transportation Fund Engineering Division (continued)

General Engineering-20052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	9,555	8,015	-	68,834	68,834	68,834
7002 Non-License Appar and Equipme	-	13,064	-	-	-	-
7020 Computer Hardware	2,399	5,662	-	-	-	-
7030 Facilities and Improvements	177	-	5,000	5,000	5,000	5,000
7035 Land	1,076	-	-	-	-	-
7040 Construction - Infrastructure	7,600	195,927	200,000	3,110,000	3,110,000	3,110,000
Total Capital Outlay	\$20,807	\$222,668	\$205,000	\$3,183,834	\$3,183,834	\$3,183,834
Total	\$1,115,903	\$1,664,455	\$2,438,807	\$5,856,219	\$5,856,219	\$5,856,219

Transportation Fund Capital Projects

Capital Projects-20052202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	21,734	17,080	-	-	-	-
5005 Salaries - Part-Time	251	-	-	-	-	-
5301 Med/Den/Vis Insurance	3,569	1,867	-	-	-	-
5303 PERS	1,996	1,626	-	-	-	-
5308 VEBA	437	342	-	-	-	-
5309 PERS Stabilization	583	-	-	-	-	-
5399 Other Benefits and Taxes	2,282	1,584	-	-	-	-
Total Personnel Services	\$30,852	\$22,499	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	1,682	504	-	-	-	-
6004 Program Supplies/Materials	1,247	284	-	-	-	-
6007 Printing	1,610	-	-	-	-	-
6100 Contractual Services	425,611	295,520	318,780	84,600	84,600	84,600
6101 Other Services	3,735	-	-	-	-	-
Total Materials & Services	\$433,885	\$296,308	\$318,780	\$84,600	\$84,600	\$84,600
Capital Outlay						
7040 Construction - Infrastructure	1,858	-	1,215,260	1,184,000	1,184,000	1,184,000
Total Capital Outlay	\$1,858	\$0	\$1,215,260	\$1,184,000	\$1,184,000	\$1,184,000
Total	\$466,595	\$318,807	\$1,534,040	\$1,268,600	\$1,268,600	\$1,268,600

Transportation Fund Engineering Division - Development Review

Development Review-20052204

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	99,065	133,758	-	-	-	-
5100 Overtime	86	-	-	-	-	-
5301 Med/Den/Vis Insurance	19,069	26,268	-	-	-	-
5303 PERS	11,786	18,638	-	-	-	-
5308 VEBA	1,981	2,673	-	-	-	-
5309 PERS Stabilization	2,893	-	-	-	-	-
5399 Other Benefits and Taxes	10,943	14,398	-	-	-	-
Total Personnel Services	\$145,823	\$195,735	\$0	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	10	26	100	-	-	-
6100 Contractual Services	-	3,125	-	-	-	-
6101 Other Services	444	1,923	1,000	500	500	500
6200 Fuel/Oil	2,469	2,013	2,500	3,000	3,000	3,000
Total Materials & Services	\$2,923	\$7,087	\$3,600	\$3,500	\$3,500	\$3,500
Total	\$148,746	\$202,822	\$3,600	\$3,500	\$3,500	\$3,500



Transportation Fund Operations Division - General Street Maintenance

General Street Maintenance-20052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	748,726	778,734	934,889	1,019,430	1,019,430	1,019,430
5010 Extra Labor	23,913	34,076	140,779	144,298	144,298	144,298
5100 Overtime	4,166	7,722	20,000	20,500	20,500	20,500
5301 Med/Den/Vis Insurance	187,101	198,873	244,302	264,043	264,043	264,043
5303 PERS	74,628	102,109	121,819	157,019	157,019	157,019
5308 VEBA	14,693	15,543	18,700	20,391	20,391	20,391
5309 PERS Stabilization	22,057	-	-	-	-	-
5399 Other Benefits and Taxes	87,536	94,572	128,096	143,614	143,614	143,614
Total Personnel Services	\$1,162,820	\$1,231,629	\$1,608,585	\$1,769,295	\$1,769,295	\$1,769,295
Materials & Services						
6000 Office Supplies	4,623	6,334	6,500	6,000	6,000	6,000
6001 Communications Services	8,429	6,693	7,700	6,300	6,300	6,300
6002 Travel/Training/Dues	19,709	14,269	10,000	7,000	7,000	7,000
6003 Postage	272	137	250	250	250	250
6004 Program Supplies/Materials	5,272	7,543	5,000	1,500	1,500	1,500
6005 Advertising/Promotion	-	308	-	500	500	500
6007 Printing	1,118	1,196	2,000	1,300	1,300	1,300
6100 Contractual Services	12,494	101,217	171,000	138,500	138,500	138,500
6101 Other Services	-	200	-	150	150	150
6102 Maintenance Contracts	20,526	17,020	24,000	120,000	120,000	120,000
6200 Fuel/Oil	35,565	24,461	35,000	31,000	31,000	31,000
6201 Fleet Maintenance	4,683	1,563	4,500	3,000	3,000	3,000
6300 Uniforms	6,959	7,182	5,000	5,000	5,000	5,000
6301 Safety Supplies	1,116	345	1,000	1,000	1,000	1,000
6400 Utilities	84	-	-	-	-	-
6402 Maintenance Supplies	106,631	76,947	107,500	108,000	108,000	108,000
6403 Small Tools and Equipment	9,688	5,018	10,250	6,500	6,500	6,500
6409 Computer Software	2,083	-	500	500	500	500
6410 Computer Hardware	11,810	647	6,600	-	-	-
6411 Communications Equipment	-	1,513	1,800	2,000	2,000	2,000
6412 Equipment Rental	3,115	15,900	10,000	1,000	1,000	1,000
6413 Landfill Fees	2,110	18,623	17,750	18,500	18,500	18,500
6416 Equipment Maintenance	2,730	2,857	11,700	6,000	6,000	6,000
6419 Personal Protective Equipment	7,601	4,776	6,000	9,000	9,000	9,000
Total Materials & Services	\$266,618	\$314,749	\$444,050	\$473,000	\$473,000	\$473,000

Transportation Fund Operations Division - General Street Maintenance (continued)

General Street Maintenance-20052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	12,567	-	-	-	-	-
7002 Non-License Appar and Equipme	16,630	25,015	91,500	87,000	87,000	87,000
7030 Facilities and Improvements	779	-	-	-	-	-
Total Capital Outlay	\$29,976	\$25,015	\$91,500	\$87,000	\$87,000	\$87,000
Total	\$1,459,414	\$1,571,393	\$2,144,135	\$2,329,295	\$2,329,295	\$2,329,295

Pathways Fund Administration Division

Pathways FD PW Admin-20252000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	288,000	345,471	345,471	345,471
Total Capital Outlay	\$0	\$0	\$288,000	\$345,471	\$345,471	\$345,471
Unapprop Fund Bal						
8500 Unapprop Fund Balance	481,612	490,493	-	-	-	-
Total Unapprop Fund Bal	\$481,612	\$490,493	\$0	\$0	\$0	\$0
Total	\$481,612	\$490,493	\$288,000	\$345,471	\$345,471	\$345,471

Pathways General Engineering

Pathways General Engineering-20252200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6003 Postage	-	-	200	-	-	-
6004 Program Supplies/Materials	-	-	100	-	-	-
6005 Advertising/Promotion	-	-	300	-	-	-
6100 Contractual Services	-	-	-	5,000	5,000	5,000
6102 Maintenance Contracts	-	-	49,400	45,000	45,000	45,000
Total Materials & Services	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000
Total	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000



Pathways Capital Projects

Pathways Capital Projects-20252202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	28,007	1,215	-	-	-	-
5010 Extra Labor	13	-	-	-	-	-
5301 Med/Den/Vis Insurance	6,089	240	-	-	-	-
5303 PERS	3,462	186	-	-	-	-
5308 VEBA	561	24	-	-	-	-
5309 PERS Stabilization	841	-	-	-	-	-
5399 Other Benefits and Taxes	3,082	114	-	-	-	-
Total Personnel Services	\$42,055	\$1,779	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	341	-	-	-	-	-
6004 Program Supplies/Materials	537	-	-	-	-	-
6005 Advertising/Promotion	727	-	-	-	-	-
6007 Printing	378	-	-	-	-	-
6100 Contractual Services	14,095	-	500	500	500	500
6101 Other Services	2,823	-	-	-	-	-
Total Materials & Services	\$18,901	\$0	\$500	\$500	\$500	\$500
Capital Outlay						
7040 Construction - Infrastructure	800,674	90,075	139,500	119,500	119,500	119,500
Total Capital Outlay	\$800,674	\$90,075	\$139,500	\$119,500	\$119,500	\$119,500
Total	\$861,630	\$91,854	\$140,000	\$120,000	\$120,000	\$120,000

Transportation Depreciation Fund Administration Division

Transportation Dep PW Admin-20452000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	855,553	1,226,144	1,226,144	1,226,144
Total Capital Outlay	\$0	\$0	\$855,553	\$1,226,144	\$1,226,144	\$1,226,144
Transfers						
8209 Transfer to Facilities Management	-	635,207	48,895	428,026	428,026	428,026
Total Transfers	\$0	\$635,207	\$48,895	\$428,026	\$428,026	\$428,026
Unapprop Fund Bal						
8500 Unapprop Fund Balance	665,543	584,649	-	-	-	-
Total Unapprop Fund Bal	\$665,543	\$584,649	\$0	\$0	\$0	\$0
Total	\$665,543	\$1,219,856	\$904,448	\$1,654,170	\$1,654,170	\$1,654,170

Transportation Depreciation Fund General Engineering

Transportation Dep Gen Eng-20452200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	-	-	30,000	-	-	-
Total Capital Outlay	\$0	\$0	\$30,000	\$0	\$0	\$0
Total	\$0	\$0	\$30,000	\$0	\$0	\$0

Transportation Depreciation Fund Operations Division

Transportation Dep Operations-20452400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	11,839	-	17,000	315,000	315,000	315,000
7002 Non-License Appar and Equipme	10,573	-	21,000	15,000	15,000	15,000
Total Capital Outlay	\$22,412	\$0	\$38,000	\$330,000	\$330,000	\$330,000
Total	\$22,412	\$0	\$38,000	\$330,000	\$330,000	\$330,000

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

TUF PMP Admin-20552000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	824,260	988,323	988,323	988,323
Total Capital Outlay	\$0	\$0	\$824,260	\$988,323	\$988,323	\$988,323
Special Payments						
8009 Support Services Charge	68,800	78,560	90,000	90,000	90,000	90,000
Total Special Payments	\$68,800	\$78,560	\$90,000	\$90,000	\$90,000	\$90,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	645,344	1,739,513	-	-	-	-
Total Unapprop Fund Bal	\$645,344	\$1,739,513	\$0	\$0	\$0	\$0
Total	\$714,144	\$1,818,073	\$914,260	\$1,078,323	\$1,078,323	\$1,078,323



TUF PMP - Program Division

TUF Pavement Management Program-20552222

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	206,521	162,947	-	3,523	3,523	3,523
5005 Salaries - Part-Time	11,670	3,531	-	-	-	-
5010 Extra Labor	(823)	-	-	-	-	-
5100 Overtime	2,126	1,325	-	-	-	-
5301 Med/Den/Vis Insurance	42,885	35,202	-	949	949	949
5303 PERS	26,628	23,976	-	408	408	408
5308 VEBA	4,134	3,263	-	70	70	70
5309 PERS Stabilization	6,578	-	-	-	-	-
5399 Other Benefits and Taxes	25,353	18,252	-	315	315	315
Total Personnel Services	\$325,072	\$248,496	\$0	\$5,265	\$5,265	\$5,265
Materials & Services						
6002 Travel/Training/Dues	4,459	1,728	3,000	3,000	3,000	3,000
6003 Postage	3,284	2,563	3,200	3,200	3,200	3,200
6004 Program Supplies/Materials	1,857	1,121	2,600	2,500	2,500	2,500
6005 Advertising/Promotion	2,112	68	1,650	1,500	1,500	1,500
6007 Printing	698	447	1,000	1,000	1,000	1,000
6100 Contractual Services	50,943	99,566	666,190	96,100	96,100	96,100
6101 Other Services	7,860	1,897	5,000	5,000	5,000	5,000
6102 Maintenance Contracts	2,974,005	2,168,986	2,852,000	3,450,600	3,450,600	3,450,600
6403 Small Tools and Equipment	7,396	761	8,000	8,000	8,000	8,000
6409 Computer Software	1,382	-	-	-	-	-
6410 Computer Hardware	4,064	-	-	-	-	-
6412 Equipment Rental	-	-	200	200	200	200
Total Materials & Services	\$3,058,060	\$2,277,137	\$3,542,840	\$3,571,100	\$3,571,100	\$3,571,100
Capital Outlay						
7002 Non-License Appar and Equipme	-	-	45,000	-	-	-
7040 Construction - Infrastructure	-	-	1,003,200	1,955,500	1,955,500	1,955,500
Total Capital Outlay	\$0	\$0	\$1,048,200	\$1,955,500	\$1,955,500	\$1,955,500
Transfers						
8217 Transfer to TUF Fund	-	-	-	635,000	635,000	635,000
Total Transfers	\$0	\$0	\$0	\$635,000	\$635,000	\$635,000
Total	\$3,383,132	\$2,525,633	\$4,591,040	\$6,166,865	\$6,166,865	\$6,166,865

TUF Pathways Administration Division

TUF Pathways Admin-20652000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	1,459,012	2,655,555	2,655,555	2,655,555
Total Capital Outlay	\$0	\$0	\$1,459,012	\$2,655,555	\$2,655,555	\$2,655,555
Transfers						
8218 Transfer to TUF PMP	-	-	191,500	-	-	-
Total Transfers	\$0	\$0	\$191,500	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,802,837	2,920,345	-	-	-	-
Total Unapprop Fund Bal	\$2,802,837	\$2,920,345	\$0	\$0	\$0	\$0
Total	\$2,802,837	\$2,920,345	\$1,650,512	\$2,655,555	\$2,655,555	\$2,655,555

TUF Capital Projects

TUF Capital Projects-20652202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	23,436	48,893	-	-	-	-
5005 Salaries - Part-Time	-	2,964	-	-	-	-
5301 Med/Den/Vis Insurance	4,674	9,419	-	-	-	-
5303 PERS	2,812	7,384	-	-	-	-
5308 VEBA	470	978	-	-	-	-
5309 PERS Stabilization	702	-	-	-	-	-
5399 Other Benefits and Taxes	2,549	5,384	-	-	-	-
Total Personnel Services	\$34,643	\$75,022	\$0	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	330	-	-	-	-	-
6003 Postage	21	525	200	200	200	200
6004 Program Supplies/Materials	69	50	100	-	-	-
6005 Advertising/Promotion	-	1,448	100	-	-	-
6100 Contractual Services	2,324	230,679	1,136,288	495,700	495,700	495,700
6101 Other Services	724	652	-	-	-	-
6102 Maintenance Contracts	307,352	194,973	300,000	300,000	300,000	300,000
Total Materials & Services	\$310,820	\$428,327	\$1,436,688	\$795,900	\$795,900	\$795,900



TUF Capital Projects (Continued)

TUF Capital Projects-20652202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7035 Land	-	15,600	400,000	110,000	110,000	110,000
7040 Construction - Infrastructure	101,879	416,375	1,546,000	1,105,000	1,105,000	1,105,000
Total Capital Outlay	\$101,879	\$431,975	\$1,946,000	\$1,215,000	\$1,215,000	\$1,215,000
Total	\$447,342	\$935,324	\$3,382,688	\$2,010,900	\$2,010,900	\$2,010,900

Traffic Impact Fee Administration Division

Engineering Admin-TIF-21052000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	4,592,110	5,535,700	5,535,700	5,535,700
Total Capital Outlay	\$0	\$0	\$4,592,110	\$5,535,700	\$5,535,700	\$5,535,700
Transfers						
8209 Transfer to Facilities Management	-	176,515	-	-	-	-
Total Transfers	\$0	\$176,515	\$0	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	13,382,306	11,997,097	-	-	-	-
Total Unapprop Fund Bal	\$13,382,306	\$11,997,097	\$0	\$0	\$0	\$0
Total	\$13,382,306	\$12,173,612	\$4,592,110	\$5,535,700	\$5,535,700	\$5,535,700



Traffic Impact Fee Engineering Division - Arterial

TIF Arterial-21052210

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	14,695	60,105	-	-	-	-
5010 Extra Labor	107	-	-	-	-	-
5301 Med/Den/Vis Insurance	2,539	10,867	-	-	-	-
5303 PERS	1,804	9,186	-	-	-	-
5308 VEBA	294	1,200	-	-	-	-
5309 PERS Stabilization	437	-	-	-	-	-
5399 Other Benefits and Taxes	1,583	5,884	-	-	-	-
Total Personnel Services	\$21,459	\$87,242	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	263	-	-	-	-	-
6004 Program Supplies/Materials	15	-	-	-	-	-
6005 Advertising/Promotion	1,088	-	-	-	-	-
6007 Printing	149	-	-	-	-	-
6100 Contractual Services	471,400	191,339	256,500	10,000	10,000	10,000
6101 Other Services	10,171	12,864	500	-	-	-
6400 Utilities	97	40	-	-	-	-
Total Materials & Services	\$483,183	\$204,243	\$257,000	\$10,000	\$10,000	\$10,000
Capital Outlay						
7002 Non-License Appar and Equipme	5,490	-	-	-	-	-
7035 Land	25,630	16,172	20,000	-	-	-
7040 Construction - Infrastructure	-	4,736,181	2,590,000	20,000	20,000	20,000
Total Capital Outlay	\$31,120	\$4,752,353	\$2,610,000	\$20,000	\$20,000	\$20,000
Total	\$535,762	\$5,043,838	\$2,867,000	\$30,000	\$30,000	\$30,000



Traffic Impact Fee Engineering Division - Collector

TIF Collector-21052211

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	42,241	94,435	-	-	-	-
5005 Salaries - Part-Time	29	2,556	-	-	-	-
5301 Med/Den/Vis Insurance	8,501	17,854	-	-	-	-
5303 PERS	5,306	13,950	-	-	-	-
5308 VEBA	844	1,889	-	-	-	-
5309 PERS Stabilization	1,265	-	-	-	-	-
5399 Other Benefits and Taxes	4,336	9,387	-	-	-	-
Total Personnel Services	\$62,522	\$140,071	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	-	6	-	-	-	-
6005 Advertising/Promotion	1,197	161	-	-	-	-
6100 Contractual Services	514,417	99,497	412,140	536,300	536,300	536,300
6101 Other Services	91,271	94,801	20,000	-	-	-
6400 Utilities	7,547	5,784	-	-	-	-
Total Materials & Services	\$614,432	\$200,249	\$432,140	\$536,300	\$536,300	\$536,300
Capital Outlay						
7035 Land	1,821,159	1,773,516	400,000	240,000	240,000	240,000
7040 Construction - Infrastructure	318,921	1,898,001	6,017,000	4,649,000	4,649,000	4,649,000
Total Capital Outlay	\$2,140,080	\$3,671,517	\$6,417,000	\$4,889,000	\$4,889,000	\$4,889,000
Total	\$2,817,034	\$4,011,837	\$6,849,140	\$5,425,300	\$5,425,300	\$5,425,300

Traffic Impact Fee Engineering Division - Transit

TIF Transit-21052212

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,110	557	-	-	-	-
5301 Med/Den/Vis Insurance	190	101	-	-	-	-
5303 PERS	140	72	-	-	-	-
5308 VEBA	22	11	-	-	-	-
5309 PERS Stabilization	33	-	-	-	-	-
5399 Other Benefits and Taxes	112	53	-	-	-	-
Total Personnel Services	\$1,607	\$794	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	-	75	-	-	-	-
6005 Advertising/Promotion	-	42	-	-	-	-
6100 Contractual Services	4,487	-	189,000	108,000	108,000	108,000
6101 Other Services	581	-	-	-	-	-
6400 Utilities	3,219	2,479	-	-	-	-
Total Materials & Services	\$8,287	\$2,596	\$189,000	\$108,000	\$108,000	\$108,000
Capital Outlay						
7035 Land	-	-	-	60,000	60,000	60,000
7040 Construction - Infrastructure	49,621	-	3,000	-	-	-
Total Capital Outlay	\$49,621	\$0	\$3,000	\$60,000	\$60,000	\$60,000
Transfers						
8219 Transfer to Pathways Gas Tax	-	40,000	-	-	-	-
Total Transfers	\$0	\$40,000	\$0	\$0	\$0	\$0
Total	\$59,515	\$43,390	\$192,000	\$168,000	\$168,000	\$168,000



Transportation Development Tax (TDT) Administration Division

Trans Development Tax-21252000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	13,092,612	21,813,615	21,813,615	21,813,615
Total Capital Outlay	\$0	\$0	\$13,092,612	\$21,813,615	\$21,813,615	\$21,813,615
Debt Service						
8106 Interfund Loan Distribution	-	-	5,000,000	-	-	-
Total Debt Service	\$0	\$0	\$5,000,000	\$0	\$0	\$0
Transfers						
8209 Transfer to Facilities Management	-	-	893,409	-	-	-
Total Transfers	\$0	\$0	\$893,409	\$0	\$0	\$0
Unappropriated Fund Balance						
8500 Unappropriated Fund Balance	14,851,061	20,517,391	-	-	-	-
Total Unappropriated Fund Balance	\$14,851,061	\$20,517,391	\$0	\$0	\$0	\$0
Total	\$14,851,061	\$20,517,391	\$18,986,021	\$21,813,615	\$21,813,615	\$21,813,615

Transportation Development Tax (TDT) Engineering Division

TDT General Engineering-21252200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	12,288	4,262	-	-	-	-
5301 Med/Den/Vis Insurance	2,244	690	-	-	-	-
5303 PERS	1,492	672	-	-	-	-
5308 VEBA	247	85	-	-	-	-
5309 PERS Stabilization	368	-	-	-	-	-
5399 Other Benefits and Taxes	1,205	398	-	-	-	-
Total Personnel Services	\$17,844	\$6,107	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	115,343	45,442	382,000	165,000	165,000	165,000
6101 Other Services	3,101	1,624	2,500	-	-	-
Total Materials & Services	\$118,444	\$47,066	\$384,500	\$165,000	\$165,000	\$165,000
Capital Outlay						
7035 Land	70,000	42,000	125,000	-	-	-
7040 Construction - Infrastructure	-	-	400,000	900,000	900,000	900,000
Total Capital Outlay	\$70,000	\$42,000	\$525,000	\$900,000	\$900,000	\$900,000
Total	\$206,288	\$95,173	\$909,500	\$1,065,000	\$1,065,000	\$1,065,000

Transportation Development Tax (TDT) Capital Projects

TDT Capital Projects-21252202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,364	24,378	-	-	-	-
5301 Med/Den/Vis Insurance	273	3,969	-	-	-	-
5303 PERS	171	3,341	-	-	-	-
5308 VEBA	27	452	-	-	-	-
5309 PERS Stabilization	41	-	-	-	-	-
5399 Other Benefits and Taxes	140	2,270	-	-	-	-
Total Personnel Services	\$2,016	\$34,410	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	-	1,994	3,000	-	-	-
6005 Advertising/Promotion	-	349	1,000	-	-	-
6100 Contractual Services	20,923	428,800	1,173,500	1,395,000	1,395,000	1,395,000
6101 Other Services	80	5,744	-	-	-	-
Total Materials & Services	\$21,003	\$436,887	\$1,177,500	\$1,395,000	\$1,395,000	\$1,395,000
Capital Outlay						
7035 Land	-	992,350	2,340,000	710,000	710,000	710,000
7040 Construction - Infrastructure	-	-	2,236,079	3,988,850	3,988,850	3,988,850
Total Capital Outlay	\$0	\$992,350	\$4,576,079	\$4,698,850	\$4,698,850	\$4,698,850
Total	\$23,019	\$1,463,647	\$5,753,579	\$6,093,850	\$6,093,850	\$6,093,850

Transportation System Development Charge (TSDC) Administration

TSDC Admin-21452000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Transfers						
8202 Transfer to Support Services	-	-	-	100,000	100,000	100,000
Total Transfers	\$0	\$0	\$0	\$100,000	\$100,000	\$100,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	-	(867,850)	-	-	-	-
Total Unapprop Fund Bal	\$0	(\$867,850)	\$0	\$0	\$0	\$0
Total	\$0	(\$867,850)	\$0	\$100,000	\$100,000	\$100,000



TSDC Capital Projects

TSDC Capital Projects-21452202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	861,909	-	-	-	-
7050 Capital Reserve	-	-	5,000,000	444,500	444,500	444,500
Total Capital Outlay	\$0	\$861,909	\$5,000,000	\$444,500	\$444,500	\$444,500
Total	\$0	\$861,909	\$5,000,000	\$444,500	\$444,500	\$444,500

Special Assessment Fund Administration Division

Engineering Admin - LID-22052000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	5,850	20,407	20,407	20,407
Total Capital Outlay	\$0	\$0	\$5,850	\$20,407	\$20,407	\$20,407
Unapprop Fund Bal						
8500 Unapprop Fund Balance	14,330	18,265	-	-	-	-
Total Unapprop Fund Bal	\$14,330	\$18,265	\$0	\$0	\$0	\$0
Total	\$14,330	\$18,265	\$5,850	\$20,407	\$20,407	\$20,407

Special Assessment Fund Engineering Division

General Engineering - LID-22052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	507	-	-	-	-	-
5301 Med/Den/Vis Insurance	90	-	-	-	-	-
5303 PERS	64	-	-	-	-	-
5308 VEBA	10	-	-	-	-	-
5309 PERS Stabilization	15	-	-	-	-	-
5399 Other Benefits and Taxes	44	-	-	-	-	-
Total Personnel Services	\$730	\$0	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	53,690	2,693	7,000	5,000	5,000	5,000
Total Materials & Services	\$53,690	\$2,693	\$7,000	\$5,000	\$5,000	\$5,000
Total	\$54,420	\$2,693	\$7,000	\$5,000	\$5,000	\$5,000

Sanitary Sewer Funds

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. Wastewater is collected by a vast network of sewer lines and pump stations and is routed to one of four treatment plants. Operations are funded via a regional sewer base and usage charge as well as a local service fee which are billed as part of the City’s utility bill.

Regional fees are established by CWS and adopted annually by the City. The regional sewer charge has two parts, a base charge and a usage charge. The base rate is currently \$54.90 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. Usage charges are based on average winter water consumption, measured November through April, and are reviewed and updated each July. Winter water consumption is a good indicator of the wastewater households produce and discharge into the sewer system for treatment. As of July 1, 2016, the usage rate per ccf was \$1.82. CWS is proposing a 3% increase in sewer rates for FY 2017-18.

The City completed a service delivery study to determine operational and capital requirements for the Sewer Program. Results showed that the City would need a local service fee to meet the requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015. The fee is \$2.50 per equivalent dwelling unit, with one unit being equivalent to a residential household.

Sewer system development charges (SDC) are assessed on new construction and are based on the project’s future impact on the sewer system’s capacity. The City currently adopts the CWS system development charge annually and has no additional local SDC charge. CWS is proposing a 3.774% increase in SDC’s for FY 2017-18. Although the City collects sewer usage fees and SDCs, the majority of the revenues are remitted to CWS for purposes of maintenance and infrastructure associated with treatment facilities. The City retains about 16% of the base and usage fees and 4% of the SDC fees.

On September 6, 2016, the City Council adopted an ordinance to amend subchapter 9.48 of the Hillsboro Municipal Code to adopt utility license requirements. Under the ordinance, the City has the legal right to recover the right of way management costs from utilities and other service providers; the current rate is 3.5%.

Budget by Org - Sewer Funds	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Public Works Administration	24,397,489	25,331,307	26,143,934	27,465,671	1,321,737	5%	52%
General Engineering	707,684	774,314	1,536,478	1,869,927	333,449	22%	4%
Development Review	115,732	127,996	3,200	3,000	(200)	-6%	0%
Sewer Maint General	1,156,836	1,194,569	1,778,913	1,768,838	(10,075)	-1%	3%
Eng Admin Sewer Depr	7,845,554	6,870,789	7,142,115	5,988,192	(1,153,923)	-16%	11%
Capital Projects	1,488,361	2,115,092	611,000	20,000	(591,000)	-97%	0%
SWR Dep Gen Operations	10,909	-	42,000	430,000	388,000	924%	1%
Admin Eng Swr SDC	5,296,606	4,994,183	3,919,050	1,340,690	(2,578,360)	-66%	3%
Gen Eng SWR SDC	4,719,127	4,658,780	5,339,400	8,310,000	2,970,600	56%	16%
Capital Projects	9,909	370,990	69,650	67,650	(2,000)	-3%	0%
ENG Sewer Local Service Fee	738,646	2,253,658	3,122,330	3,509,385	387,055	12%	7%
Sewer LSF General Engineering	-	-	500,000	700,000	200,000	40%	1%
Capital Projects	-	-	150,000	1,500,000	1,350,000	900%	3%
Sewer LSF Operations	-	-	20,000	-	(20,000)	-100%	0%
Subtotal - Sewer Funds	\$ 46,486,853	\$ 48,691,678	\$ 50,378,070	\$ 52,973,353	\$ 2,595,283	5%	100%



Sanitary Sewer Fund Administration Division

Public Works Administration-51052000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	(18,140)	19,259	-	-	-	-
5310 Accrued Payroll Expense	-	13,400	21,700	2,000	2,000	2,000
Total Personnel Services	(\$18,140)	\$32,659	\$21,700	\$2,000	\$2,000	\$2,000
Capital Outlay						
7050 Capital Reserve	-	-	3,049,412	4,429,814	4,219,814	4,219,814
Total Capital Outlay	\$0	\$0	\$3,049,412	\$4,429,814	\$4,219,814	\$4,219,814
Special Payments						
8008 Facilities Depreciation	20,322	22,529	38,780	41,964	41,964	41,964
8009 Support Services Charge	693,360	751,326	837,762	1,028,010	1,028,010	1,028,010
8010 Equipment Depreciation	32,883	32,883	35,461	39,224	39,224	39,224
8011 Facilities Charge	91,659	96,213	158,751	179,753	179,753	179,753
8018 Insurance	100,000	90,077	105,000	105,000	105,000	105,000
8022 Bad Debt Expense	-	-	5,250	5,250	5,250	5,250
8023 Collection Expense	-	-	5,250	5,250	5,250	5,250
8024 Fleet Services Charge	81,605	71,857	88,043	88,043	88,043	88,043
8026 CWS Payments	17,734,428	18,615,374	20,072,500	20,100,000	20,100,000	20,100,000
8055 Franchise Fee Payments	736,896	777,918	1,049,410	960,000	960,000	960,000
Total Special Payments	\$19,491,153	\$20,458,177	\$22,396,207	\$22,552,494	\$22,552,494	\$22,552,494
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	100,000	100,000	100,000	100,000	100,000	100,000
8206 Transfer to Sewer Depr Fund	1,400,000	150,537	491,615	506,363	506,363	506,363
8220 Transfer to Planning	60,000	60,000	60,000	60,000	60,000	60,000
Total Transfers	\$1,580,000	\$330,537	\$676,615	\$691,363	\$691,363	\$691,363
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,344,476	4,509,934	-	-	-	-
Total Unapprop Fund Bal	\$3,344,476	\$4,509,934	\$0	\$0	\$0	\$0
Total	\$24,397,489	\$25,331,307	\$26,143,934	\$27,675,671	\$27,465,671	\$27,465,671

Sanitary Sewer Fund Engineering Division

General Engineering-51052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	440,284	469,516	901,309	1,147,595	1,147,595	1,147,595
5005 Salaries - Part-Time	856	463	-	-	-	-
5010 Extra Labor	-	-	20,800	20,800	20,800	20,800
5100 Overtime	(329)	-	-	-	-	-
5301 Med/Den/Vis Insurance	94,241	101,050	198,702	255,053	255,053	255,053
5303 PERS	43,498	52,046	113,988	168,380	168,380	168,380
5308 VEBA	8,722	9,074	18,028	22,953	22,953	22,953
5309 PERS Stabilization	12,370	-	-	-	-	-
5399 Other Benefits and Taxes	45,794	46,872	99,621	124,063	124,063	124,063
Total Personnel Services	\$645,436	\$679,021	\$1,352,448	\$1,738,844	\$1,738,844	\$1,738,844
Materials & Services						
6000 Office Supplies	7,157	8,031	10,000	10,000	10,000	10,000
6001 Communications Services	4,086	5,468	5,000	5,000	5,000	5,000
6002 Travel/Training/Dues	15,194	10,235	18,000	15,000	15,000	15,000
6003 Postage	-	-	3,330	2,000	2,000	2,000
6004 Program Supplies/Materials	956	1,961	3,000	4,500	4,500	4,500
6005 Advertising/Promotion	672	692	700	5,000	5,000	5,000
6006 Tuition Reimbursement	603	3,803	2,800	-	-	-
6007 Printing	-	3,191	3,300	2,000	2,000	2,000
6100 Contractual Services	10,943	22,001	120,000	25,000	25,000	25,000
6101 Other Services	466	350	200	-	-	-
6200 Fuel/Oil	2,038	1,533	2,000	2,000	2,000	2,000
6201 Fleet Maintenance	-	250	1,000	500	500	500
6300 Uniforms	1,130	467	1,000	1,500	1,500	1,500
6301 Safety Supplies	23	56	200	50	50	50
6403 Small Tools and Equipment	889	3,842	2,000	10,700	10,700	10,700
6409 Computer Software	1,264	2,632	2,500	1,000	1,000	1,000
6410 Computer Hardware	3,743	2,658	2,000	1,000	1,000	1,000
6416 Equipment Maintenance	446	1,172	1,000	2,000	2,000	2,000
6419 Personal Protective Equipment	547	596	1,000	500	500	500
Total Materials & Services	\$50,157	\$68,938	\$179,030	\$87,750	\$87,750	\$87,750



Sanitary Sewer Fund Engineering Division (continued)

General Engineering-51052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	9,520	8,013	-	23,333	23,333	23,333
7002 Non-License Appar and Equipme	-	12,680	-	-	-	-
7020 Computer Hardware	2,399	5,662	-	-	-	-
7021 Computer Software	-	-	-	15,000	15,000	15,000
7030 Facilities and Improvements	172	-	5,000	5,000	5,000	5,000
Total Capital Outlay	\$12,091	\$26,355	\$5,000	\$43,333	\$43,333	\$43,333
Total	\$707,684	\$774,314	\$1,536,478	\$1,869,927	\$1,869,927	\$1,869,927

Sanitary Sewer Fund Engineering Division - Development

Development Review-51052204

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	76,018	84,021	-	-	-	-
5301 Med/Den/Vis Insurance	15,087	17,073	-	-	-	-
5303 PERS	9,245	12,651	-	-	-	-
5308 VEBA	1,520	1,680	-	-	-	-
5309 PERS Stabilization	2,233	-	-	-	-	-
5399 Other Benefits and Taxes	8,741	9,529	-	-	-	-
Total Personnel Services	\$112,844	\$124,954	\$0	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	-	26	-	-	-	-
6004 Program Supplies/Materials	-	8	-	-	-	-
6100 Contractual Services	-	451	-	-	-	-
6101 Other Services	421	441	200	500	500	500
6200 Fuel/Oil	2,467	2,116	3,000	2,500	2,500	2,500
Total Materials & Services	\$2,888	\$3,042	\$3,200	\$3,000	\$3,000	\$3,000
Total	\$115,732	\$127,996	\$3,200	\$3,000	\$3,000	\$3,000

Sanitary Sewer Fund Operations Division - General

Sewer Maint General-51052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	656,069	619,852	475,814	693,470	693,470	693,470
5010 Extra Labor	35,939	32,168	-	-	-	-
5100 Overtime	590	1,259	10,000	10,250	10,250	10,250
5301 Med/Den/Vis Insurance	160,293	157,033	118,904	185,599	185,599	185,599
5303 PERS	73,377	84,950	61,981	106,781	106,781	106,781
5308 VEBA	12,911	12,081	9,118	13,570	13,570	13,570
5309 PERS Stabilization	19,995	-	-	-	-	-
5399 Other Benefits and Taxes	75,826	71,431	52,196	79,718	79,718	79,718
Total Personnel Services	\$1,035,000	\$978,774	\$728,013	\$1,089,388	\$1,089,388	\$1,089,388
Materials & Services						
6000 Office Supplies	2,442	3,122	3,250	3,000	3,000	3,000
6001 Communications Services	5,883	8,489	6,600	6,000	6,000	6,000
6002 Travel/Training/Dues	12,101	6,944	7,000	8,000	8,000	8,000
6003 Postage	5	240	650	650	650	650
6004 Program Supplies/Materials	2,008	2,942	3,000	2,500	2,500	2,500
6007 Printing	330	574	2,000	1,000	1,000	1,000
6100 Contractual Services	11,972	140,308	488,000	90,000	300,000	300,000
6101 Other Services	-	355	750	150	150	150
6200 Fuel/Oil	21,889	13,594	20,000	20,000	20,000	20,000
6201 Fleet Maintenance	132	108	500	500	500	500
6300 Uniforms	10,568	7,155	20,000	10,000	10,000	10,000
6301 Safety Supplies	5,951	1,261	2,000	2,000	2,000	2,000
6402 Maintenance Supplies	21,116	8,514	11,800	11,300	11,300	11,300
6403 Small Tools and Equipment	3,407	5,218	11,250	8,950	8,950	8,950
6409 Computer Software	166	-	-	6,000	6,000	6,000
6410 Computer Hardware	5,742	1,427	2,800	-	-	-
6411 Communications Equipment	-	1,009	1,400	2,000	2,000	2,000
6413 Landfill Fees	275	118	1,000	1,000	1,000	1,000
6415 Pipe and Supply	446	248	10,000	15,000	15,000	15,000
6416 Equipment Maintenance	4,322	10,092	10,900	17,400	17,400	17,400
6419 Personal Protective Equipment	3,435	4,077	3,000	4,000	4,000	4,000
Total Materials & Services	\$112,190	\$215,795	\$605,900	\$209,450	\$419,450	\$419,450
Capital Outlay						
7000 Automotive and Equipment	-	-	350,000	260,000	260,000	260,000
7002 Non-License Appar and Equipme	8,867	-	95,000	-	-	-
7030 Facilities and Improvements	779	-	-	-	-	-
Total Capital Outlay	\$9,646	\$0	\$445,000	\$260,000	\$260,000	\$260,000
Total	\$1,156,836	\$1,194,569	\$1,778,913	\$1,558,838	\$1,768,838	\$1,768,838



Sewer Depreciation Fund Engineering Division - Administration

Eng Admin Sewer Depr-51252000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	6,221,034	5,988,192	5,988,192	5,988,192
Total Capital Outlay	\$0	\$0	\$6,221,034	\$5,988,192	\$5,988,192	\$5,988,192
Transfers						
8209 Transfer to Facilities Managemen	-	105,907	921,081	-	-	-
Total Transfers	\$0	\$105,907	\$921,081	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	7,845,554	6,764,882	-	-	-	-
Total Unapprop Fund Bal	\$7,845,554	\$6,764,882	\$0	\$0	\$0	\$0
Total	\$7,845,554	\$6,870,789	\$7,142,115	\$5,988,192	\$5,988,192	\$5,988,192



Sewer Depreciation Fund Engineering Division - Capital Projects

Capital Projects-51252202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	30,766	25,878	-	-	-	-
5005 Salaries - Part-Time	830	-	-	-	-	-
5010 Extra Labor	2,249	-	-	-	-	-
5301 Med/Den/Vis Insurance	7,489	5,282	-	-	-	-
5303 PERS	3,814	4,127	-	-	-	-
5308 VEBA	618	518	-	-	-	-
5309 PERS Stabilization	999	-	-	-	-	-
5399 Other Benefits and Taxes	3,791	2,921	-	-	-	-
Total Personnel Services	\$50,556	\$38,726	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	272	55	-	-	-	-
6004 Program Supplies/Materials	48	-	-	-	-	-
6005 Advertising/Promotion	742	-	-	-	-	-
6007 Printing	160	101	-	-	-	-
6100 Contractual Services	4,243	932	-	-	-	-
6101 Other Services	3,925	1,963	-	-	-	-
Total Materials & Services	\$9,390	\$3,051	\$0	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	1,428,415	2,073,315	611,000	20,000	20,000	20,000
Total Capital Outlay	\$1,428,415	\$2,073,315	\$611,000	\$20,000	\$20,000	\$20,000
Total	\$1,488,361	\$2,115,092	\$611,000	\$20,000	\$20,000	\$20,000



Sewer Depreciation Fund Operations Division - General Operations

SWR Dep Gen Operations-51252400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	10,909	-	42,000	430,000	430,000	430,000
Total Capital Outlay	\$10,909	\$0	\$42,000	\$430,000	\$430,000	\$430,000
Total	\$10,909	\$0	\$42,000	\$430,000	\$430,000	\$430,000

Sewer SDC Fund Administration Division

Admin Eng Swr SDC-51452000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	1,206,799	1,340,690	1,340,690	1,340,690
Total Capital Outlay	\$0	\$0	\$1,206,799	\$1,340,690	\$1,340,690	\$1,340,690
Special Payments						
8026 CWS Payments	-	-	2,500,000	-	-	-
Total Special Payments	\$0	\$0	\$2,500,000	\$0	\$0	\$0
Transfers						
8209 Transfer to Facilities Managemen	-	3,788,768	212,251	-	-	-
Total Transfers	\$0	\$3,788,768	\$212,251	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	5,296,606	1,205,415	-	-	-	-
Total Unapprop Fund Bal	\$5,296,606	\$1,205,415	\$0	\$0	\$0	\$0
Total	\$5,296,606	\$4,994,183	\$3,919,050	\$1,340,690	\$1,340,690	\$1,340,690

Sewer SDC Fund Engineering Division

Gen Eng SWR SDC-51452200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	27,849	26,220	-	-	-	-
5100 Overtime	1,694	-	-	-	-	-
5301 Med/Den/Vis Insurance	7,316	6,522	-	-	-	-
5303 PERS	2,310	2,580	-	-	-	-
5308 VEBA	557	524	-	-	-	-
5309 PERS Stabilization	886	-	-	-	-	-
5399 Other Benefits and Taxes	3,299	2,966	-	-	-	-
Total Personnel Services	\$43,911	\$38,812	\$0	\$0	\$0	\$0
Materials & Services						
6002 Travel/Training/Dues	2,603	-	-	-	-	-
6100 Contractual Services	4,725	4,995	5,000	-	-	-
6402 Maintenance Supplies	18,729	5,084	10,000	10,000	10,000	10,000
Total Materials & Services	\$26,057	\$10,079	\$15,000	\$10,000	\$10,000	\$10,000
Capital Outlay						
7040 Construction - Infrastructure	91,868	74,310	100,000	50,000	50,000	50,000
Total Capital Outlay	\$91,868	\$74,310	\$100,000	\$50,000	\$50,000	\$50,000
Special Payments						
8026 CWS Payments	4,557,291	4,535,579	5,224,400	8,250,000	8,250,000	8,250,000
Total Special Payments	\$4,557,291	\$4,535,579	\$5,224,400	\$8,250,000	\$8,250,000	\$8,250,000
Total	\$4,719,127	\$4,658,780	\$5,339,400	\$8,310,000	\$8,310,000	\$8,310,000



Sewer SDC Fund Engineering Division - Capital Projects

Capital Projects-51452202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	2,461	3,999	-	-	-	-
5301 Med/Den/Vis Insurance	480	1,019	-	-	-	-
5303 PERS	302	475	-	-	-	-
5308 VEBA	48	78	-	-	-	-
5309 PERS Stabilization	75	-	-	-	-	-
5399 Other Benefits and Taxes	286	473	-	-	-	-
Total Personnel Services	\$3,652	\$6,044	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	73	10,000	1,500	1,500	1,500
Total Materials & Services	\$0	\$73	\$10,000	\$1,500	\$1,500	\$1,500
Capital Outlay						
7040 Construction - Infrastructure	6,257	364,873	59,650	66,150	66,150	66,150
Total Capital Outlay	\$6,257	\$364,873	\$59,650	\$66,150	\$66,150	\$66,150
Total	\$9,909	\$370,990	\$69,650	\$67,650	\$67,650	\$67,650

Sewer Local Service Fee (LSF)

ENG Sewer Local Service Fee-51652000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	2,444,592	3,457,807	3,457,807	3,457,807
Total Capital Outlay	\$0	\$0	\$2,444,592	\$3,457,807	\$3,457,807	\$3,457,807
Special Payments						
8055 Franchise Fee Payments	21,273	53,363	66,738	51,578	51,578	51,578
Total Special Payments	\$21,273	\$53,363	\$66,738	\$51,578	\$51,578	\$51,578
Transfers						
8206 Transfer to Sewer Depr Fund	-	-	611,000	-	-	-
Total Transfers	\$0	\$0	\$611,000	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	717,373	2,200,295	-	-	-	-
Total Unapprop Fund Bal	\$717,373	\$2,200,295	\$0	\$0	\$0	\$0
Total	\$738,646	\$2,253,658	\$3,122,330	\$3,509,385	\$3,509,385	\$3,509,385

Sewer LSF General Engineering

Sewer LSF General Engineering-51652200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	-	500,000	700,000	700,000	700,000
Total Capital Outlay	\$0	\$0	\$500,000	\$700,000	\$700,000	\$700,000
Total	\$0	\$0	\$500,000	\$700,000	\$700,000	\$700,000

Sewer LSF Capital Projects

Capital Projects-51652202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	150,000	-	-	-
Total Materials & Services	\$0	\$0	\$150,000	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	-	-	-	1,500,000	1,500,000	1,500,000
Total Capital Outlay	\$0	\$0	\$0	\$1,500,000	\$1,500,000	\$1,500,000
Total	\$0	\$0	\$150,000	\$1,500,000	\$1,500,000	\$1,500,000

Sewer LSF Operations

Sewer LSF Operations-51652400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	-	20,000	-	-	-
Total Capital Outlay	\$0	\$0	\$20,000	\$0	\$0	\$0
Total	\$0	\$0	\$20,000	\$0	\$0	\$0



Surface Water Management Funds

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 regional service unit fee currently \$7.75 per month as well as a local service fee, 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. CWS is proposing a 50 cent increase in SWM rates for FY 2017-18.

The City completed a service delivery study to determine current and future operational and capital requirements for the SWM program. The study results showed that the City would need a local service fee to meet these requirements to maintain the system. The local service fee was approved by City Council in July 2014 and went into effect January 1, 2015. The fee is \$1.00 per equivalent service unit, with one unit being equivalent to a residential household.

Storm water system development charges (SDC) are assessed on new construction and are based on the project's future impact on the surface water system's capacity. The City currently adopts the CWS system development charge annually and has no additional local SDC charge. CWS is proposing a 3.93% increase in SDC's for FY 2017-18. The City retains 75% of the regional service fee and 100% of the SDC fees.

On September 6, 2016, the City Council adopted an ordinance to amend subchapter 9.48 of the Hillsboro Municipal Code to adopt utility license requirements. Under the ordinance, the City has the legal right to recover the right of way management costs from utilities and other service providers. The current rate is 3.5%.

Budget by Org - SWM Funds	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Public Works Administration	3,866,143	4,549,376	4,113,267	3,831,760	(281,507)	-7%	31%
General Engineering	803,800	855,727	1,414,054	1,774,072	360,018	25%	14%
Development Review	131,645	147,366	3,200	3,000	(200)	-6%	0%
Erosion Control	160,762	201,770	-	-	-	0%	0%
SWM Maint General	1,787,891	1,796,995	2,552,789	2,406,668	(146,121)	-6%	19%
Admin Eng SWM Depr	582,863	1,183,936	-	60,856	60,856	0%	0%
Gen Eng SWM Depreciation	-	17,574	829,673	1,127,277	297,604	36%	9%
Capital Projects	129,874	1,208	289,200	-	(289,200)	-100%	0%
SWM Dep Gen Operations	26,384	-	42,000	-	(42,000)	-100%	0%
Admin Eng Swm SDC	5,141,387	5,195,096	131,218	459,500	328,282	250%	4%
Gen Eng SWM SDC	-	95,476	-	-	-	0%	0%
Capital Projects	1,516,765	302,226	1,478,782	1,134,300	(344,482)	-23%	9%
ENG SWM Local Service Fee	364,938	1,127,938	820,850	272,822	(548,028)	-67%	2%
SWM LSF General Engineering	-	67,216	500,000	400,000	(100,000)	-20%	3%
SWM LSF Capital Projects	-	-	585,700	1,025,000	439,300	75%	8%
SWM LSF Gen Maintenance	-	17,997	-	-	-	0%	0%
Subtotal - SWM Funds:	\$ 14,512,452	\$ 15,559,901	\$ 12,760,733	\$ 12,495,255	\$ (265,478)	-2%	100%





Surface Water Management Fund Administration Division

Public Works Administration-52052000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	(1,446)	10,372	-	-	-	-
5310 Accrued Payroll Expense	-	17,300	-	2,000	2,000	2,000
Total Personnel Services	(\$1,446)	\$27,672	\$0	\$2,000	\$2,000	\$2,000
Capital Outlay						
7050 Capital Reserve	-	-	411,684	1,008,101	433,101	433,101
Total Capital Outlay	\$0	\$0	\$411,684	\$1,008,101	\$433,101	\$433,101
Special Payments						
8002 Miscellaneous Refunds	-	-	5,250	5,250	5,250	5,250
8008 Facilities Depreciation	19,008	20,883	38,823	40,951	40,951	40,951
8009 Support Services Charge	613,845	660,159	838,734	925,117	925,117	925,117
8010 Equipment Depreciation	28,580	28,580	35,502	35,298	35,298	35,298
8011 Facilities Charge	85,717	89,113	158,926	175,414	175,414	175,414
8018 Insurance	17,650	15,899	18,533	18,533	18,533	18,533
8022 Bad Debt Expense	-	-	1,300	1,300	1,300	1,300
8023 Collection Expense	-	-	2,100	2,100	2,100	2,100
8024 Fleet Services Charge	76,880	115,225	136,840	136,840	136,840	136,840
8026 CWS Payments	1,344,789	1,482,912	1,650,002	1,640,000	1,640,000	1,640,000
8055 Franchise Fee Payments	185,989	205,485	274,400	230,000	230,000	230,000
Total Special Payments	\$2,372,458	\$2,618,256	\$3,160,410	\$3,210,803	\$3,210,803	\$3,210,803
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	75,000	75,000	75,000	75,000	75,000	75,000
8220 Transfer to Planning	25,000	25,000	25,000	25,000	25,000	25,000
8228 Transfer to SWM Depreciation Fu	333,288	614,952	416,173	60,856	60,856	60,856
Total Transfers	\$453,288	\$734,952	\$541,173	\$185,856	\$185,856	\$185,856
Unapprop Fund Bal						
8500 Unapprop Fund Balance	1,041,843	1,168,496	-	-	-	-
Total Unapprop Fund Bal	\$1,041,843	\$1,168,496	\$0	\$0	\$0	\$0
Total	\$3,866,143	\$4,549,376	\$4,113,267	\$4,406,760	\$3,831,760	\$3,831,760

Surface Water Management Fund Engineering Division

General Engineering-52052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	506,912	530,946	899,066	1,107,134	1,107,134	1,107,134
5005 Salaries - Part-Time	858	463	-	-	-	-
5010 Extra Labor	-	-	20,800	20,800	20,800	20,800
5100 Overtime	35	-	-	-	-	-
5301 Med/Den/Vis Insurance	103,948	115,738	198,234	244,280	244,280	244,280
5303 PERS	49,871	59,337	113,766	163,697	163,697	163,697
5308 VEBA	9,808	10,304	17,983	22,144	22,144	22,144
5309 PERS Stabilization	14,391	-	-	-	-	-
5399 Other Benefits and Taxes	53,699	54,321	99,405	120,434	120,434	120,434
Total Personnel Services	\$739,522	\$771,109	\$1,349,254	\$1,678,489	\$1,678,489	\$1,678,489
Materials & Services						
6000 Office Supplies	7,131	8,024	10,000	10,000	10,000	10,000
6001 Communications Services	3,524	4,620	5,000	5,000	5,000	5,000
6002 Travel/Training/Dues	14,664	9,985	18,000	15,000	15,000	15,000
6003 Postage	4	130	700	1,500	1,500	1,500
6004 Program Supplies/Materials	960	1,961	3,500	4,500	4,500	4,500
6005 Advertising/Promotion	661	627	700	5,000	5,000	5,000
6006 Tuition Reimbursement	603	3,803	2,800	-	-	-
6007 Printing	-	191	700	2,000	2,000	2,000
6100 Contractual Services	14,354	7,112	5,000	5,000	5,000	5,000
6101 Other Services	466	160	700	-	-	-
6200 Fuel/Oil	1,870	1,520	2,000	2,000	2,000	2,000
6201 Fleet Maintenance	-	10,050	1,000	500	500	500
6300 Uniforms	1,130	467	1,000	1,500	1,500	1,500
6301 Safety Supplies	23	56	200	50	50	50
6402 Maintenance Supplies	29	-	-	-	-	-
6403 Small Tools and Equipment	889	3,565	2,000	10,700	10,700	10,700
6409 Computer Software	1,429	2,588	2,500	1,000	1,000	1,000
6410 Computer Hardware	3,743	2,657	2,000	1,000	1,000	1,000
6416 Equipment Maintenance	161	151	1,000	2,000	2,000	2,000
6419 Personal Protective Equipment	546	596	1,000	500	500	500
Total Materials & Services	\$52,187	\$58,263	\$59,800	\$67,250	\$67,250	\$67,250



Surface Water Management Fund Engineering Division (continued)

General Engineering-52052200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	9,520	8,013	-	23,333	23,333	23,333
7002 Non-License Appar and Equipme	-	12,680	-	-	-	-
7020 Computer Hardware	2,399	5,662	-	-	-	-
7030 Facilities and Improvements	172	-	5,000	5,000	5,000	5,000
Total Capital Outlay	\$12,091	\$26,355	\$5,000	\$28,333	\$28,333	\$28,333
Total	\$803,800	\$855,727	\$1,414,054	\$1,774,072	\$1,774,072	\$1,774,072

Surface Water Management Fund Engineering Division - Development Review

Development Review-52052204

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	87,275	97,501	-	-	-	-
5301 Med/Den/Vis Insurance	16,959	19,431	-	-	-	-
5303 PERS	10,664	14,792	-	-	-	-
5308 VEBA	1,745	1,949	-	-	-	-
5309 PERS Stabilization	2,571	-	-	-	-	-
5399 Other Benefits and Taxes	9,722	10,721	-	-	-	-
Total Personnel Services	\$128,936	\$144,394	\$0	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	-	26	-	-	-	-
6004 Program Supplies/Materials	-	8	-	-	-	-
6100 Contractual Services	-	451	-	-	-	-
6101 Other Services	242	370	200	500	500	500
6200 Fuel/Oil	2,467	2,117	3,000	2,500	2,500	2,500
Total Materials & Services	\$2,709	\$2,972	\$3,200	\$3,000	\$3,000	\$3,000
Total	\$131,645	\$147,366	\$3,200	\$3,000	\$3,000	\$3,000

Surface Water Management Fund Engineering Division - Erosion Control

Erosion Control-52052206

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	106,832	132,221	-	-	-	-
5301 Med/Den/Vis Insurance	23,582	31,112	-	-	-	-
5303 PERS	12,277	16,154	-	-	-	-
5308 VEBA	2,137	2,645	-	-	-	-
5309 PERS Stabilization	3,199	-	-	-	-	-
5399 Other Benefits and Taxes	12,735	15,847	-	-	-	-
Total Personnel Services	\$160,762	\$197,979	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	3,791	-	-	-	-
Total Materials & Services	\$0	\$3,791	\$0	\$0	\$0	\$0
Total	\$160,762	\$201,770	\$0	\$0	\$0	\$0





Surface Water Management Fund Operations Division - General

SWM Maint General-52052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	888,266	917,604	1,133,355	874,521	874,521	874,521
5010 Extra Labor	60,182	72,375	73,459	75,295	75,295	75,295
5100 Overtime	3,776	6,992	10,000	10,250	10,250	10,250
5301 Med/Den/Vis Insurance	231,800	246,463	305,680	237,071	237,071	237,071
5303 PERS	87,325	111,065	139,297	111,374	111,374	111,374
5308 VEBA	17,425	17,777	22,555	17,191	17,191	17,191
5309 PERS Stabilization	27,090	-	-	-	-	-
5399 Other Benefits and Taxes	108,781	113,501	145,893	112,116	112,116	112,116
Total Personnel Services	\$1,424,645	\$1,485,777	\$1,830,239	\$1,437,818	\$1,437,818	\$1,437,818
Materials & Services						
6000 Office Supplies	2,418	2,903	3,250	3,000	3,000	3,000
6001 Communications Services	6,044	8,990	8,800	6,000	6,000	6,000
6002 Travel/Training/Dues	6,102	6,491	10,000	10,000	10,000	10,000
6003 Postage	81	201	650	650	650	650
6004 Program Supplies/Materials	1,568	2,702	2,500	2,500	2,500	2,500
6005 Advertising/Promotion	9,090	5,490	4,500	5,500	5,500	5,500
6007 Printing	1,950	1,974	4,700	3,000	3,000	3,000
6100 Contractual Services	133,403	149,389	431,500	177,000	752,000	752,000
6101 Other Services	75	405	750	150	150	150
6200 Fuel/Oil	33,175	23,360	40,000	30,000	30,000	30,000
6201 Fleet Maintenance	4,954	653	1,000	1,000	1,000	1,000
6300 Uniforms	2,388	696	4,500	2,000	2,000	2,000
6301 Safety Supplies	6,314	687	2,500	2,000	2,000	2,000
6400 Utilities	179	-	-	-	-	-
6402 Maintenance Supplies	29,368	19,484	51,800	44,800	44,800	44,800
6403 Small Tools and Equipment	4,607	7,782	8,000	9,400	9,400	9,400
6409 Computer Software	-	-	-	6,000	6,000	6,000
6410 Computer Hardware	5,742	2,074	3,600	-	-	-
6411 Communications Equipment	-	1,009	900	2,000	2,000	2,000
6412 Equipment Rental	12,582	8,255	10,000	3,000	3,000	3,000
6413 Landfill Fees	62,923	45,072	47,200	51,950	51,950	51,950
6415 Pipe and Supply	8,671	2,353	21,500	10,000	10,000	10,000
6416 Equipment Maintenance	15,160	16,707	15,400	19,900	19,900	19,900
6419 Personal Protective Equipment	3,101	4,541	4,500	4,000	4,000	4,000
Total Materials & Services	\$349,895	\$311,218	\$677,550	\$393,850	\$968,850	\$968,850

Surface Water Management Fund Operations Division - General (continued)

SWM Maint General-52052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	12,567	-	-	-	-	-
7002 Non-License Appar and Equipme	-	-	45,000	-	-	-
7030 Facilities and Improvements	784	-	-	-	-	-
Total Capital Outlay	\$13,351	\$0	\$45,000	\$0	\$0	\$0
Total	\$1,787,891	\$1,796,995	\$2,552,789	\$1,831,668	\$2,406,668	\$2,406,668

Surface Water Management Depreciation Fund Administration Division

Admin Eng SWM Depr-52252000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Transfers						
8209 Transfer to Facilities Managemen	-	444,675	-	60,856	60,856	60,856
Total Transfers	\$0	\$444,675	\$0	\$60,856	\$60,856	\$60,856
Unapprop Fund Bal						
8500 Unapprop Fund Balance	582,863	739,261	-	-	-	-
Total Unapprop Fund Bal	\$582,863	\$739,261	\$0	\$0	\$0	\$0
Total	\$582,863	\$1,183,936	\$0	\$60,856	\$60,856	\$60,856

Surface Water Management Depreciation Fund Engineering Division

Gen Eng SWM Depreciation-52252200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	17,574	-	-	-	-
7050 Capital Reserve	-	-	829,673	1,127,277	1,127,277	1,127,277
Total Capital Outlay	\$0	\$17,574	\$829,673	\$1,127,277	\$1,127,277	\$1,127,277
Total	\$0	\$17,574	\$829,673	\$1,127,277	\$1,127,277	\$1,127,277



Surface Water Management Depreciation Fund Engineering Division - Capital Projects

Capital Projects-52252202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,055	716	-	-	-	-
5005 Salaries - Part-Time	-	88	-	-	-	-
5301 Med/Den/Vis Insurance	188	132	-	-	-	-
5303 PERS	133	121	-	-	-	-
5308 VEBA	20	14	-	-	-	-
5309 PERS Stabilization	32	-	-	-	-	-
5399 Other Benefits and Taxes	116	73	-	-	-	-
Total Personnel Services	\$1,544	\$1,144	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	-	41,200	-	-	-
6101 Other Services	-	64	-	-	-	-
Total Materials & Services	\$0	\$64	\$41,200	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	128,330	-	248,000	-	-	-
Total Capital Outlay	\$128,330	\$0	\$248,000	\$0	\$0	\$0
Total	\$129,874	\$1,208	\$289,200	\$0	\$0	\$0

Surface Water Management Depreciation Fund Engineering Division

SWM Dep Gen Operations-52252400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	15,708	-	-	-	-	-
5301 Med/Den/Vis Insurance	4,071	-	-	-	-	-
5303 PERS	1,299	-	-	-	-	-
5308 VEBA	314	-	-	-	-	-
5309 PERS Stabilization	471	-	-	-	-	-
5399 Other Benefits and Taxes	1,839	-	-	-	-	-
Total Personnel Services	\$23,702	\$0	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	2,667	-	-	-	-	-
6413 Landfill Fees	15	-	-	-	-	-
Total Materials & Services	\$2,682	\$0	\$0	\$0	\$0	\$0
Capital Outlay						
7000 Automotive and Equipment	-	-	42,000	-	-	-
Total Capital Outlay	\$0	\$0	\$42,000	\$0	\$0	\$0
Total	\$26,384	\$0	\$42,000	\$0	\$0	\$0



Surface Water Management SDC Administration Division

Admin Eng Swm SDC-52452000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	26,275	285,781	285,781	285,781
Total Capital Outlay	\$0	\$0	\$26,275	\$285,781	\$285,781	\$285,781
Transfers						
8209 Transfer to Facilities Management	-	3,734,683	104,943	173,719	173,719	173,719
Total Transfers	\$0	\$3,734,683	\$104,943	\$173,719	\$173,719	\$173,719
Unapprop Fund Bal						
8500 Unapprop Fund Balance	5,141,387	1,460,413	-	-	-	-
Total Unapprop Fund Bal	\$5,141,387	\$1,460,413	\$0	\$0	\$0	\$0
Total	\$5,141,387	\$5,195,096	\$131,218	\$459,500	\$459,500	\$459,500

Surface Water Management SDC Engineering Division

(Shown for historical purposes)

Gen Eng SWM SDC-52452200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	95,476	-	-	-	-
Total Capital Outlay	\$0	\$95,476	\$0	\$0	\$0	\$0
Total	\$0	\$95,476	\$0	\$0	\$0	\$0

Surface Water Management SDC Engineering Division - Capital Projects

Capital Projects-52452202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	13,942	6,022	-	-	-	-
5010 Extra Labor	191	-	-	-	-	-
5301 Med/Den/Vis Insurance	2,701	1,072	-	-	-	-
5303 PERS	1,716	913	-	-	-	-
5308 VEBA	279	119	-	-	-	-
5309 PERS Stabilization	421	-	-	-	-	-
5399 Other Benefits and Taxes	1,551	577	-	-	-	-
Total Personnel Services	\$20,801	\$8,703	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	11,741	78,406	1,200,282	719,500	719,500	719,500
6101 Other Services	63	92	-	-	-	-
Total Materials & Services	\$11,804	\$78,498	\$1,200,282	\$719,500	\$719,500	\$719,500
Capital Outlay						
7035 Land	18,900	-	-	60,000	60,000	60,000
7040 Construction - Infrastructure	1,465,260	215,025	278,500	354,800	354,800	354,800
Total Capital Outlay	\$1,484,160	\$215,025	\$278,500	\$414,800	\$414,800	\$414,800
Total	\$1,516,765	\$302,226	\$1,478,782	\$1,134,300	\$1,134,300	\$1,134,300



Surface Water Management Local Service Fee

ENG SWM Local Service Fee-52652000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	785,387	246,168	246,168	246,168
Total Capital Outlay	\$0	\$0	\$785,387	\$246,168	\$246,168	\$246,168
Special Payments						
8055 Franchise Fee Payments	11,174	28,497	35,463	26,654	26,654	26,654
Total Special Payments	\$11,174	\$28,497	\$35,463	\$26,654	\$26,654	\$26,654
Unapprop Fund Bal						
8500 Unapprop Fund Balance	353,764	1,099,441	-	-	-	-
Total Unapprop Fund Bal	\$353,764	\$1,099,441	\$0	\$0	\$0	\$0
Total	\$364,938	\$1,127,938	\$820,850	\$272,822	\$272,822	\$272,822

Surface Water Management Local Service Fee General Engineering

SWM LSF General Engineering-52652200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	1,517	-	-	-	-
5301 Med/Den/Vis Insurance	-	311	-	-	-	-
5303 PERS	-	149	-	-	-	-
5308 VEBA	-	30	-	-	-	-
5399 Other Benefits and Taxes	-	176	-	-	-	-
Total Personnel Services	\$0	\$2,183	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	48,168	-	-	-	-
Total Materials & Services	\$0	\$48,168	\$0	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	-	16,865	500,000	400,000	400,000	400,000
Total Capital Outlay	\$0	\$16,865	\$500,000	\$400,000	\$400,000	\$400,000
Total	\$0	\$67,216	\$500,000	\$400,000	\$400,000	\$400,000

Surface Water Management Local Service Fee Capital Projects

SWM LSF Capital Projects-52652202

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	354,000	303,300	303,300	303,300
Total Materials & Services	\$0	\$0	\$354,000	\$303,300	\$303,300	\$303,300
Capital Outlay						
7035 Land	-	-	-	20,000	20,000	20,000
7040 Construction - Infrastructure	-	-	231,700	701,700	701,700	701,700
Total Capital Outlay	\$0	\$0	\$231,700	\$721,700	\$721,700	\$721,700
Total	\$0	\$0	\$585,700	\$1,025,000	\$1,025,000	\$1,025,000

Surface Water Management Local Service Fee Maintenance

SWM LSF Gen Maintenance-52652400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	4,371	-	-	-	-
5301 Med/Den/Vis Insurance	-	1,277	-	-	-	-
5303 PERS	-	559	-	-	-	-
5308 VEBA	-	87	-	-	-	-
5399 Other Benefits and Taxes	-	549	-	-	-	-
Total Personnel Services	\$0	\$6,843	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	9,980	-	-	-	-
6402 Maintenance Supplies	-	379	-	-	-	-
6413 Landfill Fees	-	795	-	-	-	-
Total Materials & Services	\$0	\$11,154	\$0	\$0	\$0	\$0
Total	\$0	\$17,997	\$0	\$0	\$0	\$0



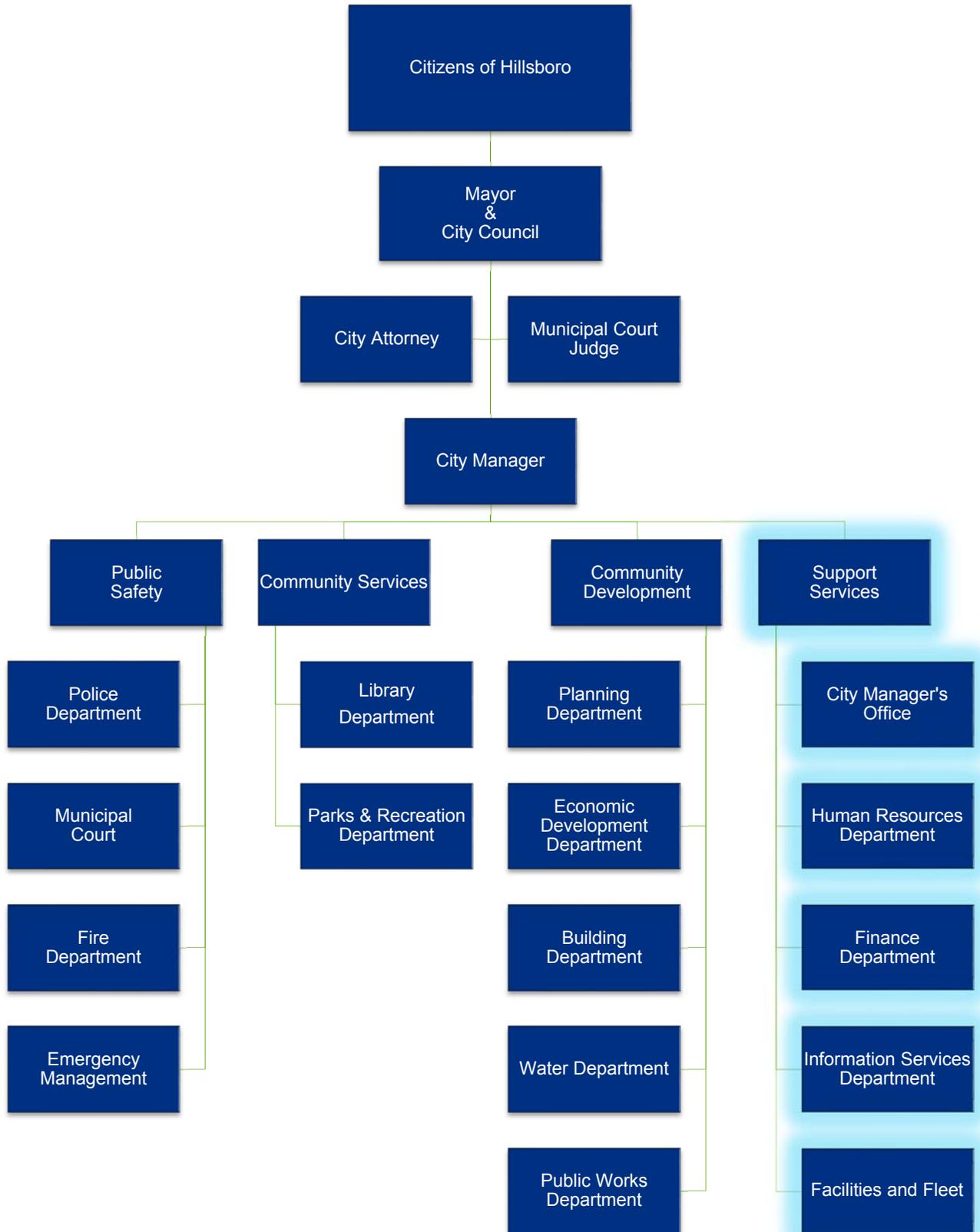
Property Management

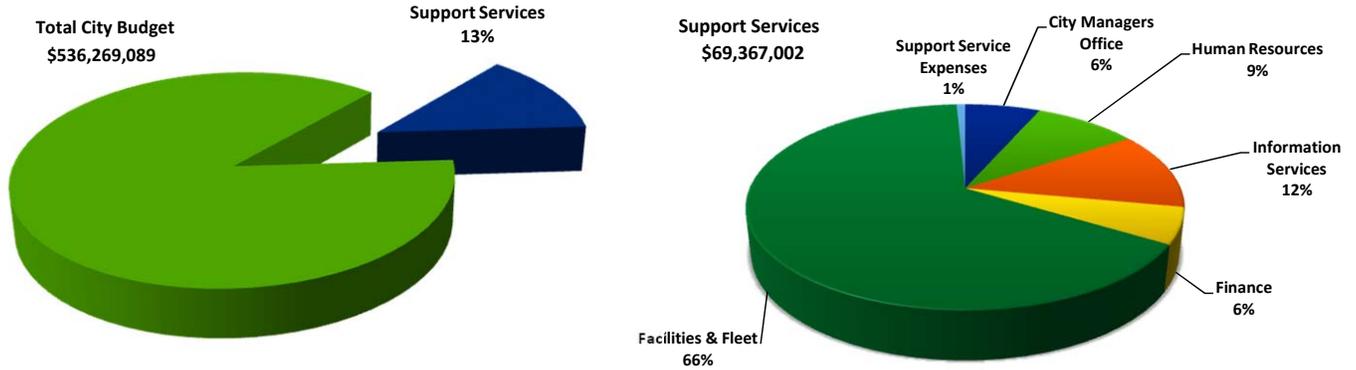
Property Management-53052400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	57,300	65,600	65,600	65,600
6400 Utilities	22,808	27,384	30,000	35,000	35,000	35,000
Total Materials & Services	\$22,808	\$27,384	\$87,300	\$100,600	\$100,600	\$100,600
Unapprop Fund Bal						
8500 Unapprop Fund Balance	76,427	75,948	-	-	-	-
Total Unapprop Fund Bal	\$76,427	\$75,948	\$0	\$0	\$0	\$0
Total	\$99,235	\$103,332	\$87,300	\$100,600	\$100,600	\$100,600

Support Services

- *City Manager's Office*
- *Human Resources Department*
- *Information Services Department*
- *Finance Department*
- *Facilities and Fleet*





Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Support Service Charges	14,259,878	15,961,781	19,380,239	20,584,893	1,204,654	6%	30%
Charges for Services	6,880,678	6,681,601	7,533,980	7,696,880	162,900	2%	11%
Interest	33,652	56,521	37,900	49,700	11,800	31%	0%
Grants and Donations	341,280	603,378	954,845	-	(954,845)	-100%	0%
Other Financing Sources	756,100	19,598,010	17,922,279	14,033,876	(3,888,403)	-22%	20%
Miscellaneous	945,627	1,031,657	13,246,005	1,552,546	(11,693,459)	-88%	2%
Insurance Premiums	1,850,443	1,743,988	2,097,000	2,744,016	647,016	31%	4%
Beginning Working Capital	18,258,239	5,583,113	10,071,891	22,705,091	12,633,200	125%	33%
Total Resources	\$ 43,325,897	\$ 51,260,049	\$ 71,244,139	\$ 69,367,002	(1,877,137)	-3%	100%

Requirements by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17 Dollar Change	Change from 2016-17 Percent Change	Percent of Total
Personnel Services	10,904,372	11,764,243	13,444,477	15,036,160	1,591,683	12%	22%
Materials & Services	9,851,096	9,889,250	17,253,782	16,069,780	(1,184,002)	-7%	23%
Capital Outlay	2,394,524	15,025,177	35,849,567	32,759,853	(3,089,714)	-9%	47%
Special Payments	1,161,731	1,359,000	1,980,600	2,106,500	125,900	6%	3%
Debt Service	-	-	296,431	662,600	366,169	124%	1%
Transfers	12,918,592	300,000	-	-	-	100%	0%
Contingency	-	-	1,325,782	1,292,139	(33,643)	-3%	2%
Unappropriated Fund Bal	6,095,582	12,922,379	1,093,500	1,439,970	346,470	32%	2%
Total Requirements	\$ 43,325,897	\$ 51,260,049	\$ 71,244,139	\$ 69,367,002	(1,877,137)	-3%	100%

Requirements by Department	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17 Dollar Change	Change from 2016-17 Percent Change	Percent of Total
City Managers Office	3,160,955	3,296,116	4,156,165	4,598,143	441,978	11%	7%
Human Resources	4,663,471	5,002,328	5,494,790	6,335,772	840,982	15%	9%
Information Services	6,069,145	6,413,057	8,730,844	8,439,643	(291,201)	-3%	12%
Finance	2,838,399	3,051,516	3,587,253	3,927,568	340,315	9%	6%
Facilities & Fleet	26,081,458	32,197,780	48,635,740	45,544,356	(3,091,384)	-6%	66%
Support Service Expenses	512,469	1,299,252	639,347	521,520	(117,827)	-18%	1%
Total Requirements	\$ 43,325,897	\$ 51,260,049	\$ 71,244,139	\$ 69,367,002	(1,877,137)	-3%	100%



Budget Summary

Requirements by Fund	Actual	Actual	Adopted	Proposed	Change from 2016-17		Percent of Total
	2014-15	2015-16	2016-17	2017-18	Dollar Change	Percent Change	
Broadband Users Group (610)	787,294	875,575	1,065,517	694,406	(371,111)	-35%	1%
PPDS Users Group (620)	17,358	15,578	28,500	40,015	11,515	40%	0%
Support Services Fund (700)	14,293,320	16,158,636	19,380,239	20,584,893	1,204,654	6%	30%
Sustainability Revolving Fund (702)	93,488	86,370	94,700	120,867	26,167	28%	0%
Facilities Management Fund (710)	21,222,210	25,705,440	41,227,083	36,887,805	(4,339,278)	-11%	53%
Intermodal Transit Facility (ITF) Fund (712)	360,440	373,182	308,300	280,900	(27,400)	-9%	0%
Risk Management Fund (740)	2,429,927	2,517,505	2,754,000	3,247,216	493,216	18%	5%
Loss Reserve Fund (745)	800,000	900,000	900,000	900,000	-	0%	1%
Fleet Management Fund (750)	2,778,672	4,077,329	4,881,800	6,073,900	1,192,100	24%	9%
Copier Program Fund (760)	543,188	550,434	604,000	537,000	(67,000)	-11%	1%
Total Requirements	\$ 43,325,897	\$ 51,260,049	\$ 71,244,139	\$ 69,367,002	(1,877,137)	-3%	100%
Full Time Equivalent Positions	100.0	102.5	107.5	118.0	10.5	10%	

City Manager's Office



Department Description

The form of City government in Hillsboro is Council-Manager, wherein the City Council set public policy and the City Manager, appointed by the Council, recommends, drafts and implements policy and is responsible for daily City operations.

The City Manager's Office provides professional leadership support to ensure City services and activities meet the policies and priorities developed by the City Council. The City Manager's Office works closely with the City Council, regional agencies, community partners and City departments to connect City Council goals, innovative ideas, and the community's vision for Hillsboro.

In addition, the City Manager's Office is responsible for legal services; inter-departmental project management; communications and outreach; public affairs; community services support; City records management; franchise and right of way management; legislative relations; and administrative support for the City Council and the Executive Team.

The City Manager's Office manages a number of cross-departmental or City-wide initiatives, projects and programs. Currently, this includes the Hillsboro 2035 Community Plan, the City's Sustainability program, and the City-wide Branding, Marketing and Communications Plans.

Our Mission

Serve the City of Hillsboro with creativity, professionalism, and collaborative leadership. And have fun along the way.

Our Goals

Champion City Direction

Provide leadership, direction and guidance for City departments by implementing and promoting the Hillsboro 2035 Community Plan, Council priorities, the City strategic plan, and sustainability program.

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.

Outcomes and Accomplishments

The City Manager's Office led the creation of the Hillsboro 2035 Community Plan, adopted by City Council in July 2015. The Plan was developed over three years and included the participation and input of over 5,000 community members. The 2035 plan features more than 20 community partner organizations, including the City of Hillsboro, who have taken responsibility for implementing actions and initiatives within the plan in order to realize the community's vision. In 2016, the first year of 2035 Community Plan implementation, the City and community partners have already made progress on about 88% of the current action plan. About half of the 90 adopted actions are reported to be implemented and ongoing, and just 11 have yet to be initiated. In addition, our Lead Partners report working with dozens of support organizations not originally identified in the action plan.

The Community Services Manager position was hired in July 2015 to begin developing an understanding of social services located in Hillsboro, the resources provided, and the communities they serve. By understanding the work of our social service organizations, we are able to better understand the needs, gaps and construct of Hillsboro's community. This year, the City created a new grant program, called the Community Impact Grant, by which \$120,000 over 3 years (\$40,000 per year) will be granted to a single nonprofit organization to help make a targeted impact in an area of community concern. The inaugural grant cycle (2017-2020) will address homelessness and housing instability in Hillsboro. The City's Diversity Committee also sponsored the 1st annual, full day, diversity conference specific for City employees.

In July 2017, Camp Eagle was launched providing an outdoor camp experience for 15 young people ranging in ages 9 - 14 who live in housing instability. This 2-day camp was held at Jackson Bottom Wetland and was accomplished through a partnership with the City and a local non-profit called Community Action.

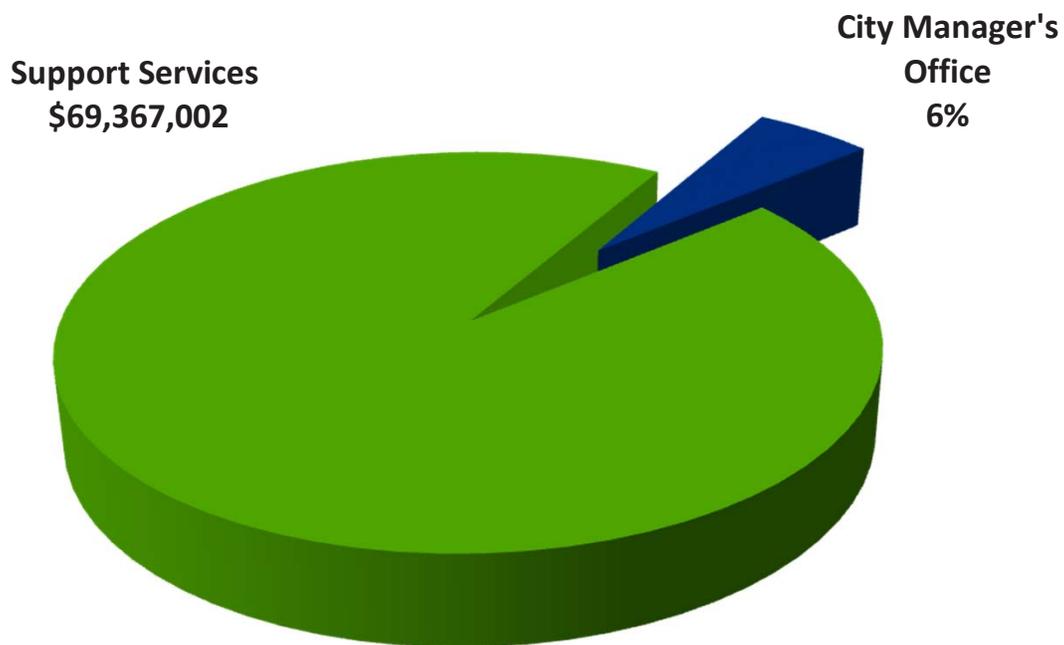
The City Manager's Office hired a Community Development Project Coordinator to begin the process of transitioning the City's CDBG program from the Washington County Consortium to a stand-alone program. By doing so, all CDBG money allocated to Hillsboro, approximately \$655,000 in FY 2016-17 will remain in Hillsboro to serve low to moderate income individuals and communities.

The City Manager's Office oversees the City Sustainability Program, for both organizational and community-wide efforts. The internal Sustainability Plan has set goals for energy, waste reduction, water use reduction, and other impacts from City facilities and operations. The Hillsboro Community Environmental Sustainability Plan, part of Hillsboro 2035, has set goals for community-wide environmental sustainability, including energy, air quality, solid waste, and natural resources. During FY 2016-17 the City contributed \$75,000 to the new Washington County wood stove change out incentive program, which will improve our air quality by decommissioning hundreds of older, more polluting wood stoves. In the first quarter of the program in late 2016, nearly half of program applicants were Hillsboro residents. In FY 2016-17, the Hillsboro Sustainability Task Force produced the first annual Community Sustainability Report. The results showed progress on 13 of the 20 established indicators. Implementation of the City Sustainability program will continue into FY 2017-18.



Outcomes and Accomplishments Continued

The City's Communications and Outreach team continues to work with all departments to increase proactive communications and engagement with residents, City Council, employees and community partners. Specific accomplishments during FY 2016-17 included partnering with Information Services to upgrade and enhance the City website, launching a plan for increased engagement with Hillsboro's Latino community, facilitating improvements to internal information-sharing, and supporting phase one installation of the wayfinding program. The addition of a Multimedia Specialist enabled greater use of video and social media, and the mid-year move of a City website management position from Information Services facilitated improvements to quality and optimization of the City's website.



Budget Highlights

The FY 2017-18 budget adds two FTE to the City Manager's Office. The Communications Web Analyst position is budget-neutral and is a transfer of the Information Services Web Administrator staff person and the duties of managing the City website. This position is an integral part of the communications and outreach team, and is primarily focused on working with all departments to maintain and grow the public website as a priority City communication tool. The Senior Project Manager position is also budget neutral and was transferred from the Planning Department.

The FY 2017-18 budget continues funding for Hillsboro 2035, and the City's Sustainability program. In addition, the budget includes allocated monies to address goals related to sustainability, community services and marketing.

- Sustainability – The Sustainability program will focus on projects and policies to move the City toward its long term goals, including protection of air quality, support of the Hillsboro Sustainability Task Force and development of the Annual Report, support of the City's efforts to create a natural resource program, and implementation of the City Sustainability Plan. Staff will continue provide educational information to employees, residents and businesses.
- Communications and Outreach – Hillsboro continues to grow, and with that comes an increased need for efficient and high quality communications. A key area of focus will include optimizing the communications and outreach structure for more sustainable support of City department needs and more successful communications and engagement. Related efforts will include continuing to increase the quality and effectiveness of the City website, increased engagement with Hillsboro's diverse community, facilitating improvements to internal information-sharing, and increasing the City's use of the website, video and social media to proactively share City news, services, events and programs with the public.
- Community Services – The Community Services program will continue outreach and engagement with Hillsboro's diverse ethnic communities, develop relationships with formal and informal leaders, support communities that traditionally have not participated in city functions including boards and committees, and make connections for other City departments to these communities helping to develop cultural understanding and trusting relationships. Additionally the program will continue to organize the Hillsboro Annual Diversity Conference and a Summer Camp for children who are homeless or living in homeless shelters to provide them with a true summer camp experience.
- Hillsboro 2035 - The Hillsboro 2035 program budget includes ongoing support to the newly formed Hillsboro 2035 Oversight Committee, and implementation of the 2035 Plan. Highlights include hosting and conducting outreach at community celebrations and events, not only in Downtown Hillsboro, but also in areas such as Orenco and Tanasbourne.

In addition to these projects and programs, the budget includes funding to retain lobbyists at the State level, and funding to hold the Hillsboro Citizens Academy.



Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Implement the 2035 Vision (City Council Goal)	Implement a new 20 year community plan - Hillsboro 2035	Total number of community members reached through public engagement activities	1,100 idea cards submitted	800 survey responses	2,950 citizens reached	3,200 citizens reached	3,300 citizens reached
Nurture a culture of trust and engagement with all Hillsboro residents and community partners (CWSP 4)	Develop print, web and other media materials that educate the community about City projects and programs (CWSP 4.4b)	Number of Newsletters, Stay Connect and press releases issued	70	114	132	211	240
		Number of subscribers to Stay Connected and Twitter	2,391	3,770	5,300	7,542	9,500
		Total Distribution of City Views Newsletter	N/A	261,000	264,000	265,200	272,000
Promote environmentally sustainable practices (CWSP 8)	Reduce City facility energy use intensity (EUI) 20% by 2020 compared to base year (City Better Buildings Challenge Commitment)	Percentage reduction (or gain) in building EUI compared to baseline year 2009	11% reduction	16% reduction	21% reduction	25% reduction	25% reduction



Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Charges for Services	3,049,905	3,196,899	4,061,465	4,477,276	415,811	10%	97%
Interest	328	507	400	500	100	25%	0%
Grants and Donations	17,000	12,500	-	-	-	0%	0%
Other Financing Src	24,500	2,375	11,800	35,375	23,575	200%	1%
Miscellaneous	562	347	-	-	-	0%	0%
Beginning Work Cap	68,660	83,488	82,500	84,992	2,492	3%	2%
Total:	\$ 3,160,955	\$ 3,296,116	\$ 4,156,165	\$ 4,598,143	\$ 441,978	11%	100%

Budget by Category

Personnel Services	1,859,933	2,142,015	2,671,765	3,091,576	419,811	16%	67%
Materials & Services	1,217,534	1,071,460	1,484,400	1,506,567	22,167	1%	33%
Unapprop Fund Bal	83,488	82,641	-	-	-	0%	0%
Total:	\$ 3,160,955	\$ 3,296,116	\$ 4,156,165	\$ 4,598,143	\$ 441,978	11%	100%

Budget by Org

Council Services	392,026	361,657	381,330	396,005	14,675	4%	9%
City Attorney	504,585	430,841	575,000	550,000	(25,000)	-4%	12%
Administration	1,556,234	1,776,086	2,294,257	2,568,701	274,444	12%	56%
Communications and Outreach	409,466	426,318	570,613	711,406	140,793	25%	15%
City Recorder	205,156	214,844	240,265	251,164	10,899	5%	5%
Sustainability Revolving Fund	93,488	86,370	94,700	120,867	26,167	28%	3%
Total:	\$ 3,160,955	\$ 3,296,116	\$ 4,156,165	\$ 4,598,143	\$ 441,978	11%	100%

Budget by Fund

Support Services Fund (700)	3,067,467	3,209,746	4,061,465	4,477,276	415,811	10%	97%
Sustainability Revolving Fund (702)	93,488	86,370	94,700	120,867	26,167	28%	3%
Total:	\$ 3,160,955	\$ 3,296,116	\$ 4,156,165	\$ 4,598,143	\$ 441,978	11%	100%

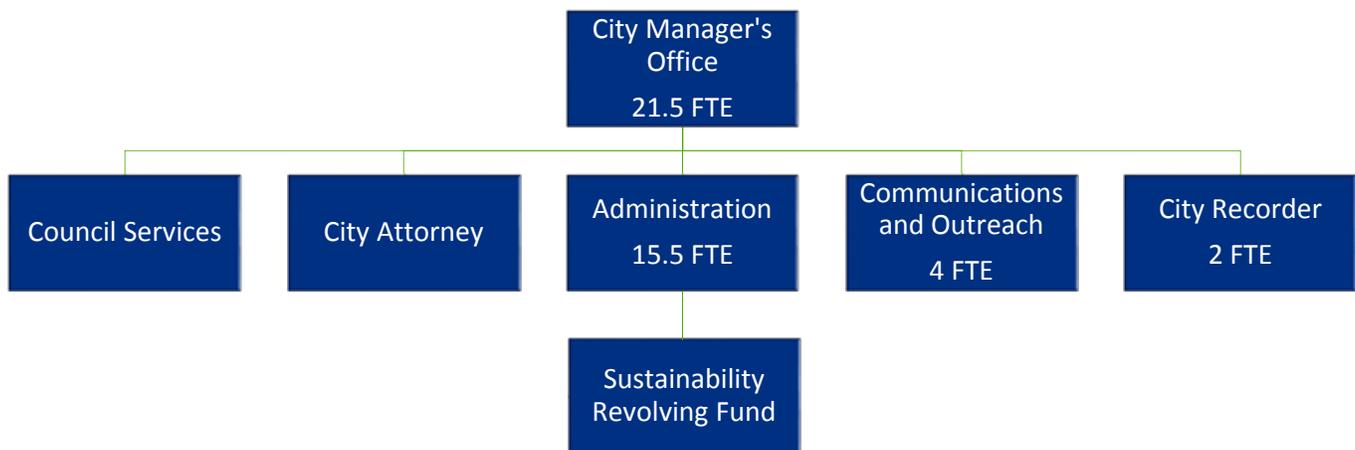


City Manager's Office Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
City Manager	1.0	1.0	1.0	Contract	\$206,858	\$206,858
Assistant City Manager	1.0	2.0	2.0	45	126,898	166,988
Government Relations Manager	0.0	1.0	1.0	41	108,472	142,742
Community Services Manager	1.0	1.0	1.0	36	89,156	117,323
Senior Project Manager *	2.0	2.0	3.0	36	89,156	117,323
Communications and Marketing Manager	1.0	1.0	1.0	36	89,156	117,323
Public Affairs Manager	1.0	1.0	1.0	34	82,430	108,472
CDBG Project Manager	0.0	1.0	0.0	32	76,211	100,289
Community Development Program Coordinator	0.0	0.0	1.0	30	70,461	92,722
City Recorder	1.0	1.0	1.0	29	67,752	89,155
Management Analyst	1.0	1.0	2.0	28	65,145	85,727
Administrative Support Supervisor	1.0	1.0	1.0	25	57,914	76,211
Deputy City Recorder	1.0	1.0	1.0	25	57,914	76,211
Project Specialist	1.0	2.0	2.0	25	57,914	76,211
Administrative Support Coordinator	1.0	1.0	1.0	23	53,545	70,461
Administrative Support Specialist	2.5	2.5	2.5	17	42,318	55,686
Total:	15.5	19.5	21.5			

* One Senior Project Manager FTE was previously located in the Planning Department

** This position was previously in the Information Services Department



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 funds the City's state lobbyist, the Mayor's State of the City Address, and the Hillsboro Citizens Academy.

Council Services-70030000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	48,250	46,050	48,000	62,400	62,400	62,400
5005 Salaries - Part-Time	-	1,688	-	-	-	-
5301 Med/Den/Vis Insurance	-	1	-	-	-	-
5303 PERS	1,341	650	576	1,178	1,178	1,178
5309 PERS Stabilization	344	-	-	-	-	-
5399 Other Benefits and Taxes	12,787	12,880	13,554	13,727	13,727	13,727
Total Personnel Services	\$62,722	\$61,269	\$62,130	\$77,305	\$77,305	\$77,305
Materials & Services						
6000 Office Supplies	8,419	9,228	4,500	4,500	4,500	4,500
6001 Communications Services	80	82	100	100	100	100
6002 Travel/Training/Dues	28,258	46,360	40,600	40,600	40,600	40,600
6003 Postage	422	142	1,000	500	500	500
6004 Program Supplies/Materials	2,708	30,023	35,000	35,000	35,000	35,000
6100 Contractual Services	170,667	104,014	105,000	105,000	105,000	105,000
6101 Other Services	18,026	12,801	18,000	18,000	18,000	18,000
6414 Dues - Other Entities	100,724	97,738	115,000	115,000	115,000	115,000
Total Materials & Services	\$329,304	\$300,388	\$319,200	\$318,700	\$318,700	\$318,700
Total	\$392,026	\$361,657	\$381,330	\$396,005	\$396,005	\$396,005



City Attorney

The City Attorney provides legal counsel to the City and is contracted, along with other legal services, through a private law firm. This portion of the City Manager's Office budget accounts for the City Attorney and other legal services.

City Attorney-70030200

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	504,585	430,841	575,000	550,000	550,000	550,000
Total Materials & Services	\$504,585	\$430,841	\$575,000	\$550,000	\$550,000	\$550,000
Total	\$504,585	\$430,841	\$575,000	\$550,000	\$550,000	\$550,000



Project Management and Administrative Support

The City Manager's Office supports the Mayor, City Council, and the Executive Management Team (City Manager and Assistant City Managers). The functions within the City Manager's Office include managing legal services, inter-departmental project management, franchise management, legislative relations, community services support, and administrative support. The Executive Management Team oversees operations of the City under the policy direction of the Mayor and City Council.

Administration-70030400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	879,493	1,097,166	1,414,334	1,594,582	1,594,582	1,594,582
5005 Salaries - Part-Time	74,924	40,775	-	-	-	-
5010 Extra Labor	4,147	1,642	-	-	-	-
5100 Overtime	352	22	-	-	-	-
5301 Med/Den/Vis Insurance	134,190	170,889	247,513	259,924	259,924	259,924
5303 PERS	87,837	125,243	168,227	214,312	214,312	214,312
5308 VEBA	17,202	20,885	28,234	31,510	31,510	31,510
5309 PERS Stabilization	27,728	-	-	-	-	-
5310 Accrued Payroll Expense	-	14,800	-	2,000	2,000	2,000
5399 Other Benefits and Taxes	94,746	110,241	138,449	152,373	152,373	152,373
Total Personnel Services	\$1,320,619	\$1,581,663	\$1,996,757	\$2,254,701	\$2,254,701	\$2,254,701
Materials & Services						
6000 Office Supplies	25,455	25,766	25,000	25,000	25,000	25,000
6001 Communications Services	4,610	4,153	6,000	7,000	7,000	7,000
6002 Travel/Training/Dues	44,858	56,497	55,500	58,000	58,000	58,000
6003 Postage	474	555	1,000	1,000	1,000	1,000
6004 Program Supplies/Materials	-	1,594	5,000	5,000	5,000	5,000
6005 Advertising/Promotion	391	36	-	-	-	-
6100 Contractual Services	156,537	103,019	203,000	216,000	216,000	216,000
6101 Other Services	-	659	-	-	-	-
6301 Safety Supplies	56	-	-	-	-	-
6409 Computer Software	-	158	500	500	500	500
6410 Computer Hardware	3,234	1,986	1,500	1,500	1,500	1,500
Total Materials & Services	\$235,615	\$194,423	\$297,500	\$314,000	\$314,000	\$314,000
Total	\$1,556,234	\$1,776,086	\$2,294,257	\$2,568,701	\$2,568,701	\$2,568,701



Communication and Outreach

The Communications and Outreach function within the City Manager’s Office is responsible for planning and implementing city-wide internal and external communications programs to keep employees, citizens and partners informed about and engaged in the work the City does on behalf of the community. Specific areas of focus include managing the overall City brand, supporting departments with tools and resources for proactive communications to all audiences, and serving as the public information hub for residents and the media. This function manages the City website and produces the bi-monthly City Views newsletter, promotional and informational videos, and various other City communications.

Communications and Outreach-70030404

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	200,795	211,890	280,773	371,751	371,751	371,751
5005 Salaries - Part-Time	-	348	-	-	-	-
5301 Med/Den/Vis Insurance	31,711	34,040	54,551	72,900	72,900	72,900
5303 PERS	15,787	21,031	27,849	43,381	43,381	43,381
5308 VEBA	3,994	4,199	5,617	7,438	7,438	7,438
5309 PERS Stabilization	6,056	-	-	-	-	-
5399 Other Benefits and Taxes	18,654	19,849	27,323	36,436	36,436	36,436
Total Personnel Services	\$276,997	\$291,357	\$396,113	\$531,906	\$531,906	\$531,906
Materials & Services						
6004 Program Supplies/Materials	5,128	5,933	20,000	14,500	14,500	14,500
6100 Contractual Services	127,341	129,028	154,500	165,000	165,000	165,000
Total Materials & Services	\$132,469	\$134,961	\$174,500	\$179,500	\$179,500	\$179,500
Total	\$409,466	\$426,318	\$570,613	\$711,406	\$711,406	\$711,406

City Recorder

The City Recorder 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 is also the records manager for the City, overseeing all records, the City's archives, and processing public records requests; updating the municipal code, preserving historical records, and managing the Pioneer Cemetery requests.

City Recorder-70030600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	134,284	149,462	145,395	150,786	150,786	150,786
5100 Overtime	-	505	-	-	-	-
5301 Med/Den/Vis Insurance	31,171	21,732	33,612	33,504	33,504	33,504
5303 PERS	14,055	18,765	19,916	24,934	24,934	24,934
5308 VEBA	2,686	2,901	2,909	3,017	3,017	3,017
5309 PERS Stabilization	4,083	-	-	-	-	-
5399 Other Benefits and Taxes	13,316	14,361	14,933	15,423	15,423	15,423
Total Personnel Services	\$199,595	\$207,726	\$216,765	\$227,664	\$227,664	\$227,664
Materials & Services						
6004 Program Supplies/Materials	495	2,285	2,000	2,000	2,000	2,000
6005 Advertising/Promotion	1,388	1,427	1,500	1,500	1,500	1,500
6100 Contractual Services	3,678	3,406	20,000	20,000	20,000	20,000
Total Materials & Services	\$5,561	\$7,118	\$23,500	\$23,500	\$23,500	\$23,500
Total	\$205,156	\$214,844	\$240,265	\$251,164	\$251,164	\$251,164

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	10,000	3,729	94,700	120,867	120,867	120,867
Total Materials & Services	\$10,000	\$3,729	\$94,700	\$120,867	\$120,867	\$120,867
Unapprop Fund Bal						
8500 Unapprop Fund Balance	83,488	82,641	-	-	-	-
Total Unapprop Fund Bal	\$83,488	\$82,641	\$0	\$0	\$0	\$0
Total	\$93,488	\$86,370	\$94,700	\$120,867	\$120,867	\$120,867

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Human Resources



Department Description

The Human Resources Department serves as a strategic resource to all City employees and departments of the City of Hillsboro 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 Risk Management program is 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 of creating proactive solutions to empower and protect is accomplished through the development and implementation of sound risk management techniques including the assessing risk exposures, purchasing of insurance products and the development of safety and loss control programs.

Outcomes and Accomplishments

During the past year, Human Resources continued to train and develop both current employees and students from the Hillsboro community. Some examples include:

- Supervisor Development Series – In its third year, this program is a two-day, city-specific training program geared towards supervisors and is offered twice a year. Recognized in "Public Risk Magazine", Human Resources staff members have presented this program at a regional Risk Conference in Utah and have been solicited for advice regarding the program from numerous other municipalities.
- Led a nationwide recruitment for a new Assistant City Manager. This recruitment included the development of a video and an online Q&A to allow candidates to get to know the City and its employees. We received 90 applications from all over the US and even a few international applicants. This internal process saved the City thousands by not going through an executive search firm.
- A new process was implemented through Open On-Line, (pre-employment background system) allowing candidates the ability to complete their background checks online. This eliminates the need for paper, saves staff significant time, and makes the turnaround times much faster.
- Hillsboro U – Organized and led by Risk Management, Hillsboro U continues to be a cutting edge training program for our employees. Speakers and experts from various fields engaged and empowered hundreds of City's employees with valuable training to help them be safe and effective in their jobs.

- The City’s internship programs continued to grow during the past year, as did the Human Resources department’s collaboration with the Hillsboro School District’s “College and Career Pathways” program. Human Resources hosted another “Youth Invasion” event, and for the 2nd year hosted the new program - “Interviewniversity.” The City also hosted 20 interns from both local high schools and the Portland Community College in a variety of departments.
- LOC/CIS Annual Safety Award – our City is the first to win the Gold Safety Award two years in a row. This award recognizes cities with the fewest number of work days lost due to on-the-job injuries. Risk Management achieved this through systematic training, collaboration with departments and strategic efforts focusing on employee safety and safe work environment.
- A full day staff retreat in December provided opportunity for Human Resources to participate in team building activities as well as strategic planning for the upcoming year. Through this retreat, new initiatives were identified:
 - Employee On-boarding: Currently in the process of developing an online onboarding portal for new hires. This portal will allow us to go paperless, and give hiring managers, and all departments involved, the tools needed in helping the new hire feel welcome and prepared. This will require training for HR staff, hiring managers, and various other departments.
 - Outreach and Recruitment Strategies: One way that we are making Human Resources more accessible to potential applicants is through the implementation of a Professional Development Series aimed at providing valuable job seeking skills as well as assisting in setting up profiles in NeoGov. We are also looking to expand the diversity of our applicant pools by broadening our advertising strategies and increasing our participation at local job fairs.





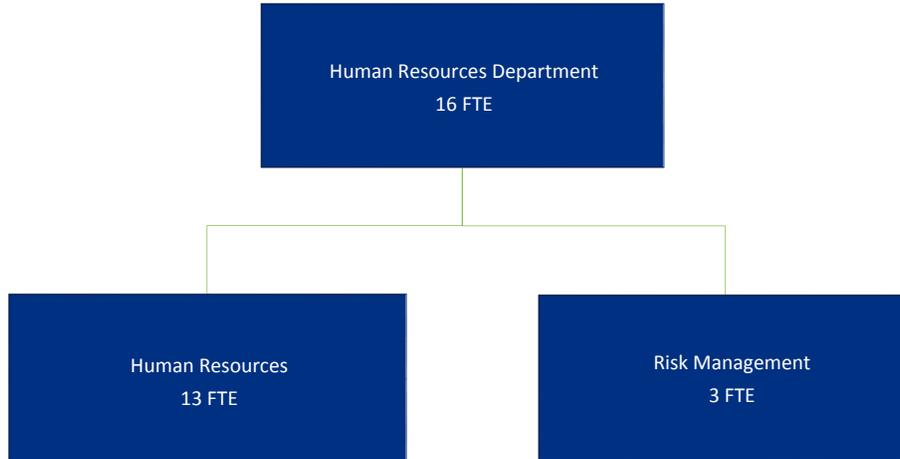
Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Charges for Services	1,433,544	1,584,823	1,840,790	2,188,556	347,766	19%	35%
Interest	4,343	3,552	3,000	3,000	-	0%	0%
Other Financing Src	-	100,000	-	-	-	0%	0%
Miscellaneous	699	6,040	-	-	-	0%	0%
Insurance Premiums	1,823,603	1,742,913	2,097,000	2,744,016	647,016	31%	43%
Beginning Work Cap	1,401,282	1,565,000	1,554,000	1,400,200	(153,800)	-10%	22%
Total:	\$ 4,663,471	\$ 5,002,328	\$ 5,494,790	\$ 6,335,772	\$ 840,982	15%	100%

Budget by Category							
Personnel Services	1,495,107	1,544,252	1,721,883	2,088,343	366,460	21%	33%
Materials & Services	441,633	514,180	701,950	699,710	(2,240)	0%	11%
Special Payments	1,161,731	1,359,000	1,830,500	2,106,500	276,000	15%	33%
Transfers	-	100,000	-	-	-	0%	0%
Contingency	-	-	340,457	541,219	200,762	59%	9%
Unapprop Fund Bal	1,565,000	1,484,896	900,000	900,000	-	0%	14%
Total:	\$ 4,663,471	\$ 5,002,328	\$ 5,494,790	\$ 6,335,772	\$ 840,982	15%	100%

Budget by Org							
Human Resources	1,433,544	1,584,823	1,840,790	1,702,516	(138,274)	-8%	27%
Internship Program	-	-	-	486,040	486,040	0%	8%
Risk - Insurance	2,296,549	2,383,170	2,585,962	3,088,425	502,463	19%	49%
Risk - Safety	133,378	134,335	168,038	158,791	(9,247)	-6%	3%
Loss Reserve	800,000	900,000	900,000	900,000	-	0%	14%
Total:	\$ 4,663,471	\$ 5,002,328	\$ 5,494,790	\$ 6,335,772	\$ 840,982	15%	100%

Budget by Fund							
Support Services Fund (700)	1,433,544	1,584,823	1,840,790	2,188,556	347,766	19%	35%
Risk Management Fund (740)	2,429,927	2,517,505	2,754,000	3,247,216	493,216	18%	51%
Loss Reserve Fund (745)	800,000	900,000	900,000	900,000	-	0%	14%
Total:	\$ 4,663,471	\$ 5,002,328	\$ 5,494,790	\$ 6,335,772	\$ 840,982	15%	100%



Human Resources Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Human Resources Director	1.0	1.0	1.0	41	\$ 108,472	\$ 142,742
Risk Manager	1.0	1.0	1.0	35	85,727	112,810
Human Resources Manager	1.0	1.0	2.0	35	85,727	112,810
Program and Support Manager	1.0	1.0	0.0	32	76,211	100,289
Management Analyst	4.0	4.0	4.0	28	65,145	85,727
Safety Officer	1.0	1.0	1.0	28	65,145	85,727
Management Specialist	1.0	1.0	2.0	22	51,486	67,752
Public Administration Fellow (Graduate Intern)	0.0	0.0	1.0	22	51,486	67,752
Administrative Support Specialist	2.0	2.0	2.0	17	42,318	55,686
Public Service Specialist (Full Year Intern)	0.0	0.0	2.0	17	42,318	55,686
Customer Service Assistant*	1.0	0.0	0.0	6	27,488	36,173
Total:	13.0	12.0	16.0			

* Customer Service Assistant position is three (3) part-time, temporary 6-month limited duration. It has been removed from the FTE count to be consistent with other part-time positions.



Human Resources

Human Resources-70031000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	705,150	761,668	771,302	800,546	800,546	800,546
5005 Salaries - Part-Time	45,958	43,100	25,806	-	-	-
5010 Extra Labor	8,175	13,640	100,000	333,958	333,958	9,756
5100 Overtime	-	423	-	-	-	-
5301 Med/Den/Vis Insurance	134,200	144,315	164,334	226,790	226,790	169,705
5303 PERS	73,362	96,323	102,590	140,524	140,524	123,922
5308 VEBA	13,853	14,284	15,381	18,685	18,685	15,815
5309 PERS Stabilization	21,199	-	-	-	-	-
5310 Accrued Payroll Expense	-	9,500	15,500	1,000	1,000	1,000
5399 Other Benefits and Taxes	71,337	77,370	83,827	105,003	105,003	76,222
Total Personnel Services	\$1,073,234	\$1,160,623	\$1,278,740	\$1,626,506	\$1,626,506	\$1,196,966
Materials & Services						
6000 Office Supplies	19,668	22,838	17,000	17,000	17,000	17,000
6001 Communications Services	939	1,059	2,500	2,500	2,500	2,500
6002 Travel/Training/Dues	15,171	12,669	20,000	20,000	20,000	20,000
6003 Postage	585	487	1,800	1,800	1,800	1,800
6004 Program Supplies/Materials	14,488	63,135	103,500	103,500	103,500	47,000
6005 Advertising/Promotion	16,364	20,662	30,000	30,000	30,000	30,000
6007 Printing	-	611	750	750	750	750
6100 Contractual Services	97,738	130,999	192,000	192,000	192,000	192,000
6101 Other Services	26,140	21,907	29,500	29,500	29,500	29,500
6104 Claims Expense	125,869	86,439	120,000	120,000	120,000	120,000
6405 Recruitment Expense	43,348	63,394	45,000	45,000	45,000	45,000
Total Materials & Services	\$360,310	\$424,200	\$562,050	\$562,050	\$562,050	\$505,550
Total	\$1,433,544	\$1,584,823	\$1,840,790	\$2,188,556	\$2,188,556	\$1,702,516

Human Resources - Internship Program

The City has developed a number of Intern and workforce development programs that are now primarily facilitated by the Human Resources Department. The expenses associated with the majority of these programs are budgeted in the Internship Program Organizational Unit. These programs include the Youth Advisory Council, Job Training Opportunity Program, Engaging Local Government Leaders, high school and college level City-wide internships, Interviewniversity, Youth Invasion, undergraduate and graduate fellowship programs. All of these programs are dedicated to strengthening our local workforce, inspiring commitment to public service, and making a career in the public sector more accessible to a wider range of the community.

Internship Program-70031010

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5010 Extra Labor	-	-	-	-	-	324,202
5301 Med/Den/Vis Insurance	-	-	-	-	-	57,084
5303 PERS	-	-	-	-	-	16,603
5308 VEBA	-	-	-	-	-	2,870
5399 Other Benefits and Taxes	-	-	-	-	-	28,781
Total Personnel Services	\$0	\$0	\$0	\$0	\$0	\$429,540
Materials & Services						
6004 Program Supplies/Materials	-	-	-	-	-	56,500
Total Materials & Services	\$0	\$0	\$0	\$0	\$0	\$56,500
Total	\$0	\$0	\$0	\$0	\$0	\$486,040





Risk – Insurance

The Risk Department is responsible for managing the City’s casualty and property insurance, excess workers’ compensation insurance, fidelity bonds, and special event insurance. Risk also serves as the City’s liaison to the City’s insurance broker and insurance carriers; and administers the City’s workers’ compensation self-insurance program.

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	213,670	177,959	218,386	225,851	225,851	225,851
5301 Med/Den/Vis Insurance	38,926	38,275	43,709	44,111	44,111	44,111
5303 PERS	26,312	23,774	27,874	35,027	35,027	35,027
5308 VEBA	4,173	3,445	4,248	4,419	4,419	4,419
5309 PERS Stabilization	2,260	-	-	-	-	-
5310 Accrued Payroll Expense	-	2,900	5,000	1,000	1,000	1,000
5399 Other Benefits and Taxes	18,078	15,727	19,888	21,638	21,638	21,638
Total Personnel Services	\$303,419	\$262,080	\$319,105	\$332,046	\$332,046	\$332,046
Materials & Services						
6000 Office Supplies	44	46	-	-	-	-
6001 Communications Services	2,544	1,599	1,900	660	660	660
6002 Travel/Training/Dues	3,981	4,868	6,000	6,000	6,000	6,000
6004 Program Supplies/Materials	3,007	7,527	13,000	13,000	13,000	13,000
6100 Contractual Services	56,823	63,025	75,000	89,000	89,000	89,000
6101 Other Services	-	129	-	-	-	-
Total Materials & Services	\$66,399	\$77,194	\$95,900	\$108,660	\$108,660	\$108,660
Special Payments						
8040 W/C Insurance Premiums	166,118	156,173	184,000	185,000	185,000	185,000
8041 Property Insurance Premiums	261,656	283,351	320,000	352,000	352,000	352,000
8042 Liability Insurance Premiums	493,101	568,260	650,000	855,000	855,000	855,000
8043 Bonds Premiums	5,175	5,355	5,500	5,500	5,500	5,500
8050 W/C Claims Expense	170,473	282,311	369,000	392,000	392,000	392,000
8051 Property Claims Expense	65,208	63,161	50,000	65,000	65,000	65,000
8052 Liability Claims Expense	-	389	2,000	2,000	2,000	2,000
8053 IBNR W/C	-	-	250,000	250,000	250,000	250,000
Total Special Payments	\$1,161,731	\$1,359,000	\$1,830,500	\$2,106,500	\$2,106,500	\$2,106,500
Transfers						
8222 Transfer to Loss Reserve	-	100,000	-	-	-	-
Total Transfers	\$0	\$100,000	\$0	\$0	\$0	\$0

Risk Insurance (Continued)

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Contingency						
8300 Contingency	-	-	340,457	541,219	541,219	541,219
Total Contingency	\$0	\$0	\$340,457	\$541,219	\$541,219	\$541,219
Unappropriated Fund Bal						
8500 Unappropriated Fund Balance	765,000	584,896	-	-	-	-
Total Unappropriated Fund Bal	\$765,000	\$584,896	\$0	\$0	\$0	\$0
Total	\$2,296,549	\$2,383,170	\$2,585,962	\$3,088,425	\$3,088,425	\$3,088,425

Risk – Safety

Risk is responsible for managing the citywide safety and loss control program and providing safety related training to the City staff throughout the year. Risk also provides internal consulting services for departments on safety/risk related issues; and investigates and analyzes root causes, patterns and trends that have or could result in loss.

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	80,522	81,996	83,636	85,727	85,727	85,727
5301 Med/Den/Vis Insurance	15,543	16,452	16,761	16,707	16,707	16,707
5303 PERS	10,267	13,272	13,540	17,021	17,021	17,021
5308 VEBA	1,610	1,640	1,673	1,715	1,715	1,715
5309 PERS Stabilization	2,443	-	-	-	-	-
5399 Other Benefits and Taxes	8,069	8,189	8,428	8,621	8,621	8,621
Total Personnel Services	\$118,454	\$121,549	\$124,038	\$129,791	\$129,791	\$129,791
Materials & Services						
6000 Office Supplies	1,637	-	-	-	-	-
6002 Travel/Training/Dues	3,804	2,727	3,500	3,500	3,500	3,500
6004 Program Supplies/Materials	6,962	7,108	9,000	9,000	9,000	9,000
6100 Contractual Services	1,532	1,601	10,000	8,000	8,000	8,000
6301 Safety Supplies	989	1,350	1,500	2,500	2,500	2,500
6409 Computer Software	-	-	20,000	6,000	6,000	6,000
Total Materials & Services	\$14,924	\$12,786	\$44,000	\$29,000	\$29,000	\$29,000
Total	\$133,378	\$134,335	\$168,038	\$158,791	\$158,791	\$158,791



Loss Reserve

As required by the State of Oregon for the City’s self-insured workers’ compensation, certain dollar amounts are required to be held in a separate reserve to fund any shortfalls in the program.

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Unapprop Fund Bal						
8500 Unapprop Fund Balance	800,000	900,000	900,000	900,000	900,000	900,000
Total Unapprop Fund Bal	\$800,000	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Total	\$800,000	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000



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 1,200 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. The budget includes an additional systems analyst to help with the growing network support, and specifically to provide support to public works.

Our Mission

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.

Outcomes and Accomplishments

- Completed ArcGIS 10.3.1 Upgrade
- Completed Munis 11.2 Upgrade
- Completed Telestaff 5.4.3.5b Upgrade
- Completed Scada 2014R2S1 Upgrade
- Completed Website Upgrade
- Replaced 180 Computers
- Trained 43 people in the Eureka! Program
- Completed 7 Eureka! projects
- In conjunction with MACC, upgraded the Auditorium camera studio to all high definition cameras
- Continued to reduce our physical footprint. Retired 6 servers, which were replaced by virtual machines.

Budget Highlights

- Class Upgrade to ActiveNet
- Municipal WiFi

Our Goals

- Completion of the City Fiber Network
- 95% of all medium-high priority incidents resolved within 24 hours
- Support pilot and implementation of Police body cams
- Complete the city wide Avaya phone upgrade

Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual/Target 2016-17	Budget 2017-18
Responsiveness in customer service	Maintain 90% or higher customer satisfaction survey	Customer satisfaction survey percentage	*	*	*	95%	97%
Responsiveness in customer service	Maintain 0 unplanned outages for all IS services	Number of unplanned outages	*	*	*	2 Unplanned outages	0 Unplanned outages
Culture of Teamwork and Communication	Average resolution of all incidents less than 24 hours.	Average time taken to resolve incident request	*	*	*	21 Hours, 57 minutes	22 Hours

*Data unavailable for previous years





Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Charges for Services	5,264,906	5,340,015	7,636,827	7,705,222	68,395	1%	91%
Interest	1,604	2,705	1,500	3,100	1,600	107%	0%
Grants and Donations	157,613	404,589	310,000	-	(310,000)	-100%	0%
Miscellaneous	459,678	447,610	403,010	393,951	(9,059)	-2%	5%
Beginning Work Cap	185,344	218,138	379,507	337,370	(42,137)	-11%	4%
Total:	\$ 6,069,145	\$ 6,413,057	\$ 8,730,844	\$ 8,439,643	\$ (291,201)	-3%	100%

Budget by Category

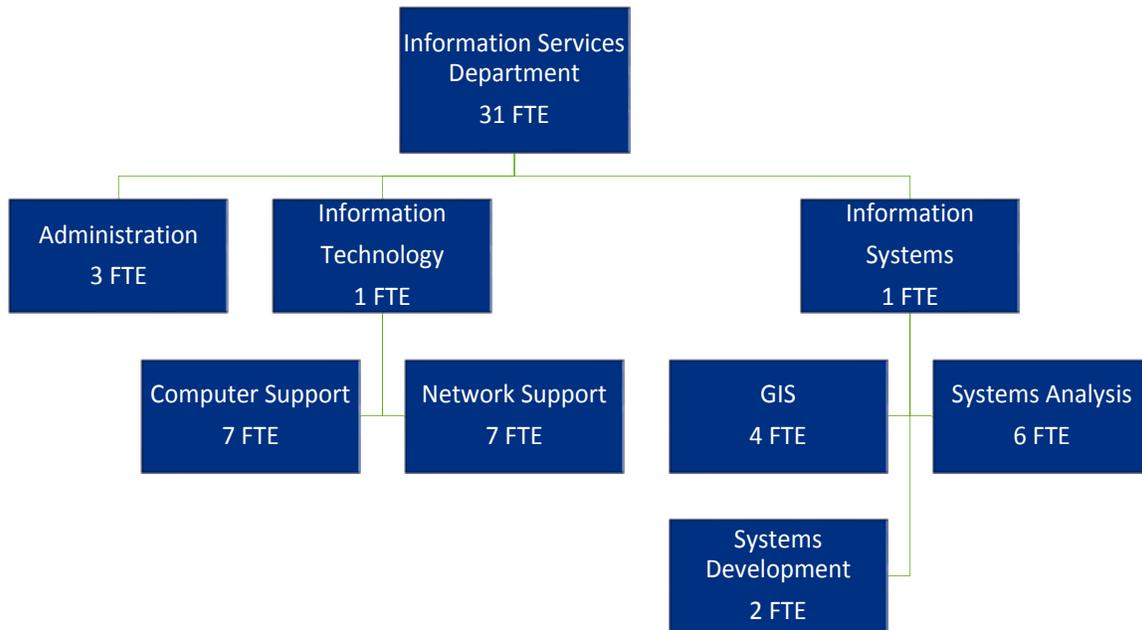
Personnel Services	3,434,751	3,527,366	3,964,524	4,048,537	84,013	2%	48%
Materials & Services	1,728,182	1,750,143	2,945,747	2,799,636	(146,111)	-5%	33%
Capital Outlay	688,074	770,867	1,543,395	1,251,000	(292,395)	-19%	15%
Contingency	-	-	277,178	-	(277,178)	-100%	0%
Unapprop Fund Bal	218,138	364,681	-	340,470	340,470	0%	4%
Total:	\$ 6,069,145	\$ 6,413,057	\$ 8,730,844	\$ 8,439,643	\$ (291,201)	-3%	100%

Budget by Org

IS Administration	836,557	888,138	901,123	970,846	69,723	8%	12%
Computer Support	1,056,316	1,211,486	1,454,656	1,582,563	127,907	9%	19%
Network Support	1,674,954	1,727,573	2,136,144	2,022,492	(113,652)	-5%	24%
GIS	446,232	504,285	601,242	647,024	45,782	8%	8%
Systems Analysis	666,602	612,934	767,373	796,269	28,896	4%	9%
Systems Development	379,211	399,764	426,789	342,878	(83,911)	-20%	4%
IT Projects	204,621	177,724	1,349,500	1,343,150	(6,350)	0%	16%
Broadband User Group	787,294	875,575	1,065,517	694,406	(371,111)	-35%	8%
PPDS User Group	17,358	15,578	28,500	40,015	11,515	40%	0%
Total:	\$ 6,069,145	\$ 6,413,057	\$ 8,730,844	\$ 8,439,643	\$ (291,201)	-3%	100%

Budget by Fund

Broadband Users Group (610)	787,294	875,575	1,065,517	694,406	(371,111)	-35%	8%
PPDS Users Group (620)	17,358	15,578	28,500	40,015	11,515	40%	0%
Support Services Fund (700)	5,264,493	5,521,904	7,636,827	7,705,222	68,395	1%	91%
Total:	\$ 6,069,145	\$ 6,413,057	\$ 8,730,844	\$ 8,439,643	\$ (291,201)	-3%	100%



Information Services Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Information Services Director	1.0	1.0	1.0	41	\$ 108,472	\$ 142,742
Information Services Manager	2.0	2.0	2.0	36	89,156	117,323
Systems Supervisor	1.0	1.0	1.0	34	82,430	108,472
Senior Information Systems Analyst	1.0	1.0	1.0	34	82,430	108,472
Information Services Supervisor	2.0	2.0	2.0	33	79,259	104,300
Information Systems Analyst	5.0	5.0	5.0	32	76,211	100,289
Project Manager	1.0	1.0	1.0	32	76,211	100,289
Network Administrator	2.0	3.0	3.0	28	65,145	85,727
Information Services Administrator *	3.0	3.0	2.0	28	65,145	85,727
GIS Analyst	2.0	2.0	2.0	28	65,145	85,727
Information Services Specialist	6.0	6.0	6.0	27	62,640	82,429
GIS Specialist	1.0	1.0	1.0	25	57,914	76,211
Information Services Technician	3.0	3.0	3.0	23	53,545	70,461
Administrative Support Specialist	1.0	1.0	1.0	17	42,318	55,686
Total:	31.0	32.0	31.0			

* One Information Services Administrator was relocated to the City Manager's Office.



Administration

The Administration team includes the staff not focused on the services associated with any of the other specialized teams. Administration provides support and oversight to the other teams, coordinates budget development, training, scheduling, cell phone services, and manages projects.

IS Administration-70033000

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	561,251	536,887	527,950	571,545	571,545	571,545
5005 Salaries - Part-Time	5,054	-	-	-	-	-
5010 Extra Labor	730	-	10,000	10,000	10,000	10,000
5100 Overtime	38	38	15,000	15,375	15,375	15,375
5301 Med/Den/Vis Insurance	78,480	72,298	86,696	89,859	89,859	89,859
5303 PERS	58,672	73,301	76,436	95,444	95,444	95,444
5308 VEBA	9,792	9,468	10,529	10,833	10,833	10,833
5309 PERS Stabilization	16,089	-	-	-	-	-
5310 Accrued Payroll Expense	-	23,200	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	48,749	46,526	50,512	53,240	53,240	53,240
Total Personnel Services	\$778,855	\$761,718	\$777,123	\$849,296	\$849,296	\$849,296
Materials & Services						
6000 Office Supplies	11,648	17,938	6,250	6,000	6,000	6,000
6001 Communications Services	9,462	12,293	9,250	9,250	9,250	9,250
6002 Travel/Training/Dues	19,813	16,166	63,000	60,500	60,500	60,500
6003 Postage	80	206	250	250	250	250
6007 Printing	-	-	-	300	300	300
6100 Contractual Services	6,603	20,631	21,000	21,000	21,000	21,000
6101 Other Services	3,564	-	10,000	10,000	10,000	10,000
6200 Fuel/Oil	414	148	250	250	250	250
6300 Uniforms	1,749	1,679	2,000	2,000	2,000	2,000
6410 Computer Hardware	1,423	20	-	-	-	-
6411 Communications Equipment	-	3,241	10,000	10,000	10,000	10,000
6412 Equipment Rental	2,946	2,422	2,000	2,000	2,000	2,000
Total Materials & Services	\$57,702	\$74,744	\$124,000	\$121,550	\$121,550	\$121,550
Capital Outlay						
7020 Computer Hardware	-	41,657	-	-	-	-
7025 Network Hardware	-	10,019	-	-	-	-
Total Capital Outlay	\$0	\$51,676	\$0	\$0	\$0	\$0
Total	\$836,557	\$888,138	\$901,123	\$970,846	\$970,846	\$970,846

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 and laptop computers, public safety mobile data computers (MDC's), printers, scanners, handheld devices, and associated hardware. Computer Support 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 1,000 computers located at all of the City's facilities and in the Fire Department and Police Department vehicles. Computer Support 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	413,785	471,400	537,076	634,462	634,462	634,462
5100 Overtime	3,572	661	-	-	-	-
5301 Med/Den/Vis Insurance	89,493	113,045	121,461	143,894	143,894	143,894
5303 PERS	43,701	58,210	68,860	94,903	94,903	94,903
5308 VEBA	8,176	9,267	10,742	12,690	12,690	12,690
5309 PERS Stabilization	12,386	-	-	-	-	-
5399 Other Benefits and Taxes	37,283	41,965	48,392	57,639	57,639	57,639
Total Personnel Services	\$608,396	\$694,548	\$786,531	\$943,588	\$943,588	\$943,588
Materials & Services						
6002 Travel/Training/Dues	856	3,535	-	-	-	-
6100 Contractual Services	5,000	1,810	-	-	-	-
6101 Other Services	89	-	-	-	-	-
6102 Maintenance Contracts	97,573	110,951	114,625	117,475	117,475	117,475
6409 Computer Software	10,593	36,288	87,000	55,000	55,000	55,000
6410 Computer Hardware	20,429	37,603	81,000	81,000	81,000	81,000
6411 Communications Equipment	1,590	-	-	-	-	-
6416 Equipment Maintenance	3,445	959	5,500	5,500	5,500	5,500
Total Materials & Services	\$139,575	\$191,146	\$288,125	\$258,975	\$258,975	\$258,975
Capital Outlay						
7020 Computer Hardware	308,345	325,792	380,000	380,000	380,000	380,000
Total Capital Outlay	\$308,345	\$325,792	\$380,000	\$380,000	\$380,000	\$380,000
Total	\$1,056,316	\$1,211,486	\$1,454,656	\$1,582,563	\$1,582,563	\$1,582,563



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	429,647	448,079	525,065	460,295	460,295	460,295
5010 Extra Labor	987	511	-	-	-	-
5100 Overtime	10,629	11,194	-	-	-	-
5301 Med/Den/Vis Insurance	94,095	99,770	117,305	101,331	101,331	101,331
5303 PERS	41,336	54,482	61,091	65,859	65,859	65,859
5308 VEBA	8,372	8,751	10,503	9,207	9,207	9,207
5309 PERS Stabilization	13,264	-	-	-	-	-
5399 Other Benefits and Taxes	40,714	42,315	48,842	43,100	43,100	43,100
Total Personnel Services	\$639,044	\$665,102	\$762,806	\$679,792	\$679,792	\$679,792
Materials & Services						
6001 Communications Services	46,094	46,646	49,500	51,600	51,600	51,600
6002 Travel/Training/Dues	4,646	15,186	-	-	-	-
6100 Contractual Services	100,785	14,383	10,000	11,000	11,000	11,000
6101 Other Services	140,272	170,430	147,950	183,950	183,950	183,950
6102 Maintenance Contracts	426,833	415,911	664,500	727,650	727,650	727,650
6409 Computer Software	5,532	6,327	2,500	36,000	36,000	36,000
6410 Computer Hardware	14,894	16,545	6,500	6,500	6,500	6,500
6411 Communications Equipment	86,060	138,367	92,000	105,000	105,000	105,000
6416 Equipment Maintenance	13,620	10,941	30,500	20,000	20,000	20,000
6417 Audio/Visual Equipment	2,594	2,043	1,000	-	-	-
Total Materials & Services	\$841,330	\$836,779	\$1,004,450	\$1,141,700	\$1,141,700	\$1,141,700
Capital Outlay						
7005 Communications Equipment	67,155	33,570	-	111,000	111,000	111,000
7025 Network Hardware	127,425	192,122	368,888	90,000	90,000	90,000
Total Capital Outlay	\$194,580	\$225,692	\$368,888	\$201,000	\$201,000	\$201,000
Total	\$1,674,954	\$1,727,573	\$2,136,144	\$2,022,492	\$2,022,492	\$2,022,492

Geographic Information Services

The Geographic Information Services (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, including: location and description date 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 twenty 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	261,441	290,658	322,723	330,433	330,433	330,433
5005 Salaries - Part-Time	2,618	560	-	-	-	-
5301 Med/Den/Vis Insurance	50,352	62,713	71,628	73,107	73,107	73,107
5303 PERS	31,786	39,651	47,667	53,695	53,695	53,695
5308 VEBA	5,171	5,755	6,455	6,609	6,609	6,609
5309 PERS Stabilization	7,846	-	-	-	-	-
5399 Other Benefits and Taxes	23,550	25,946	29,269	29,980	29,980	29,980
Total Personnel Services	\$382,764	\$425,283	\$477,742	\$493,824	\$493,824	\$493,824
Materials & Services						
6000 Office Supplies	455	1,206	1,500	1,500	1,500	1,500
6002 Travel/Training/Dues	6,313	7,097	-	-	-	-
6100 Contractual Services	3,000	16,999	39,000	47,800	47,800	47,800
6102 Maintenance Contracts	53,700	53,700	55,500	82,350	82,350	82,350
6409 Computer Software	-	-	27,500	19,550	19,550	19,550
6410 Computer Hardware	-	-	-	2,000	2,000	2,000
Total Materials & Services	\$63,468	\$79,002	\$123,500	\$153,200	\$153,200	\$153,200
Total	\$446,232	\$504,285	\$601,242	\$647,024	\$647,024	\$647,024



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	457,537	417,458	530,358	544,812	544,812	544,812
5301 Med/Den/Vis Insurance	78,224	74,758	102,531	107,250	107,250	107,250
5303 PERS	52,012	56,222	69,193	78,448	78,448	78,448
5308 VEBA	8,913	8,176	10,610	10,899	10,899	10,899
5309 PERS Stabilization	13,823	-	-	-	-	-
5399 Other Benefits and Taxes	43,928	39,820	51,281	51,460	51,460	51,460
Total Personnel Services	\$654,437	\$596,434	\$763,973	\$792,869	\$792,869	\$792,869
Materials & Services						
6002 Travel/Training/Dues	9,166	16,173	-	-	-	-
6100 Contractual Services	2,019	-	-	-	-	-
6409 Computer Software	980	327	3,400	3,400	3,400	3,400
Total Materials & Services	\$12,165	\$16,500	\$3,400	\$3,400	\$3,400	\$3,400
Total	\$666,602	\$612,934	\$767,373	\$796,269	\$796,269	\$796,269

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 that the City maintains. This team also acts as a support team for higher level programming functions and system interface design.

Systems Development-70033460

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	262,897	271,999	279,321	200,576	200,576	200,576
5301 Med/Den/Vis Insurance	47,187	50,438	53,083	35,438	35,438	35,438
5303 PERS	24,928	32,626	33,522	31,300	31,300	31,300
5308 VEBA	5,258	5,440	5,586	4,012	4,012	4,012
5309 PERS Stabilization	7,888	-	-	-	-	-
5399 Other Benefits and Taxes	23,097	23,778	24,837	17,842	17,842	17,842
Total Personnel Services	\$371,255	\$384,281	\$396,349	\$289,168	\$289,168	\$289,168
Materials & Services						
6002 Travel/Training/Dues	3,052	4,263	-	-	-	-
6100 Contractual Services	-	10,842	15,000	15,000	15,000	15,000
6102 Maintenance Contracts	4,328	378	5,040	18,110	18,110	18,110
6409 Computer Software	576	-	10,400	10,600	10,600	10,600
Total Materials & Services	\$7,956	\$15,483	\$30,440	\$43,710	\$43,710	\$43,710
Capital Outlay						
7025 Network Hardware	-	-	-	10,000	10,000	10,000
Total Capital Outlay	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000
Total	\$379,211	\$399,764	\$426,789	\$342,878	\$342,878	\$342,878



IT Projects

The department continuously works on many large projects throughout the year that are designed to improve core services internally and to increase the operating efficiency of other City departments. Recent projects include:

IT Projects-70033500

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	200,222	177,724	929,500	682,000	682,000	682,000
6409 Computer Software	-	-	5,000	-	-	-
6411 Communications Equipment	-	-	-	11,150	11,150	11,150
Total Materials & Services	\$200,222	\$177,724	\$934,500	\$693,150	\$693,150	\$693,150
Capital Outlay						
7005 Communications Equipment	-	-	300,000	250,000	250,000	250,000
7020 Computer Hardware	-	-	-	200,000	200,000	200,000
7021 Computer Software	-	-	115,000	200,000	200,000	200,000
7025 Network Hardware	4,399	-	-	-	-	-
Total Capital Outlay	\$4,399	\$0	\$415,000	\$650,000	\$650,000	\$650,000
Total	\$204,621	\$177,724	\$1,349,500	\$1,343,150	\$1,343,150	\$1,343,150

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	6,735	-	-	-	-	-
6001 Communications Services	135,923	142,738	45,500	66,500	66,500	66,500
6100 Contractual Services	176,371	134,706	272,432	215,551	215,551	215,551
6416 Equipment Maintenance	73,103	67,763	91,900	70,900	70,900	70,900
Total Materials & Services	\$392,132	\$345,207	\$409,832	\$352,951	\$352,951	\$352,951
Capital Outlay						
7025 Network Hardware	180,750	167,707	379,507	10,000	10,000	10,000
Total Capital Outlay	\$180,750	\$167,707	\$379,507	\$10,000	\$10,000	\$10,000
Contingency						
8300 Contingency	-	-	276,178	-	-	-
Total Contingency	\$0	\$0	\$276,178	\$0	\$0	\$0
Unappropriated Fund Balance						
8500 Unappropriated Fund Balance	214,412	362,661	-	331,455	331,455	331,455
Total Unappropriated Fund Balance	\$214,412	\$362,661	\$0	\$331,455	\$331,455	\$331,455
Total	\$787,294	\$875,575	\$1,065,517	\$694,406	\$694,406	\$694,406



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,840	2,840	-	-	-	-
6100 Contractual Services	9,656	9,798	10,000	12,000	12,000	12,000
6416 Equipment Maintenance	1,136	920	17,500	19,000	19,000	19,000
Total Materials & Services	\$13,632	\$13,558	\$27,500	\$31,000	\$31,000	\$31,000
Contingency						
8300 Contingency	-	-	1,000	-	-	-
Total Contingency	\$0	\$0	\$1,000	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,726	2,020	-	9,015	9,015	9,015
Total Unapprop Fund Bal	\$3,726	\$2,020	\$0	\$9,015	\$9,015	\$9,015
Total	\$17,358	\$15,578	\$28,500	\$40,015	\$40,015	\$40,015

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, annual audit and preparation of the Comprehensive Annual Financial Report, cash and investment management, and debt management. The Department provides support to 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, meter reading, municipal court, citywide reception, mailroom services, business licensing and liquor licensing. The Municipal Court's budget is shown in the Public Safety section of this budget document as it provides direct service to the public and is not considered a part of the support services program.

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:

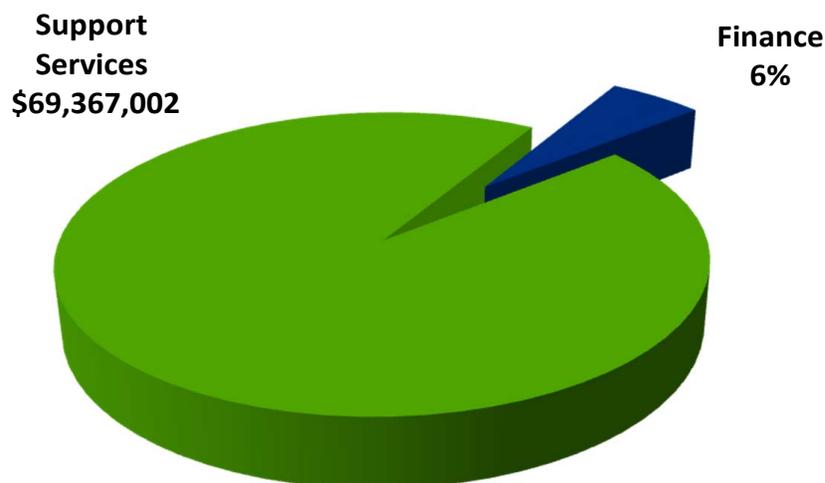
- Finance applied and received the Government Finance Officers Association (GFOA) Distinguished Budget Award for the Adopted Budget for FY 2016-17. Finance continues to improve the document annually and will apply for the award for the Adopted Budget for FY 2017-18.
- Finance also produced a "Budget in Brief" for FY 2016-17 which condenses the comprehensive budget into an 18 page summary. The FY 2017-18 "Budget in Brief" will be available in summer 2017.
- Received the GFOA Certificate of Achievement Award for the Comprehensive Annual Financial Report for Year Ended June 30, 2016. Finance will apply for the award for the Comprehensive Annual Financial Report for Year Ended June 30, 2017, after the annual audit has been completed in November 2017.
- Issued \$9.7 million in Full Faith and Credit bonds to fund a portion of the construction of the new Public Works facility.
- Moody's upgraded the City's Full Faith and Credit Bond rating from Aa3 to Aa2.
- The meter readers were transferred from the Water Department to Finance's Utility Billing Division for better coordination of work and increased effectiveness and efficiency.
- Payroll Division successfully implemented PayCards for staff who don't have direct deposits.
- Purchasing obtained an eProcurement system and has rolled the system out to several departments as part of a pilot program.
- Worked with Planning Department to establish the South Hillsboro local improvement district.
- Reviewed the City's financial needs in regards to the City's local option tax and recommended maintaining the current rate of \$1.72 per \$1,000 of assessed value.

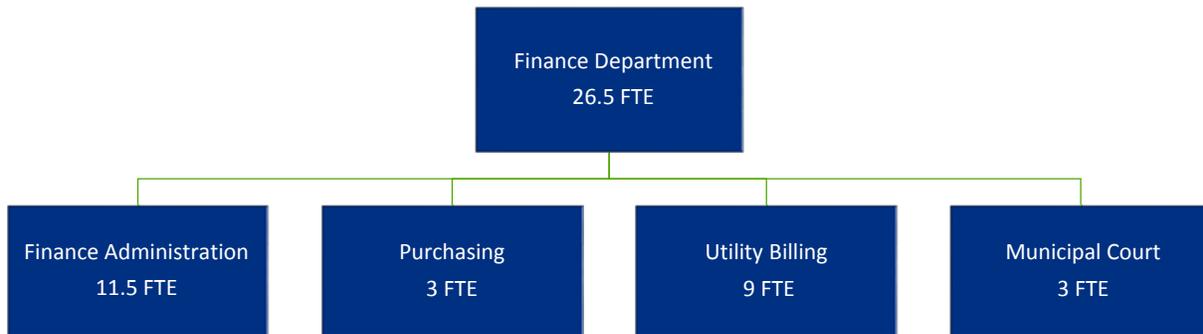
Budget Highlights

- Finance will research and procure a software system to track and invoice local improvement district assessment accounts as well as other financed assessment accounts.
- Utility Billing will begin moving to monthly billing for select areas of the City. Currently, the majority of the City’s customers are billed bi-monthly.
- Utility Billing will implement the new right of way fee.
- Utility Billing will finalize implementation of an automated notification and payment system to notify customers of boil alerts, shut-offs, and other important information.
- Finance will research and procure a software system to move towards paperless accounts payable process.

Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Target 2016-17	Budget 2017-18
Sustain the City's Financial Health and Stability (CWSP 6)	Achieve the GFOA Distinguished Budget Award	Awarded yes/no Possible points awarded - 75% or higher	Yes 76%	Yes 75%	Yes 77%	Yes 81%	Yes 80%
Sustain the City's Financial Health and Stability (CWSP 6)	Achieve the GFOA Certificate of Excellence in Financial Reporting	Awarded yes/no Audit Findings two or fewer	Yes 1	Yes 0	Yes 1	Yes	Yes
Sustain the City's Financial Health and Stability (CWSP 6)	Healthy & Stable General Fund Reserve	Target 16.66% Goal 20% of Actual Expenditures	13.4%	18.5%	21.1%	22.9%	21%
Maximize operational efficiency and effectiveness across all departments (CWSP 4)	Conduct Customer Service Satisfaction Survey - biennial survey	Overall customer satisfaction - 95% or higher	<i>biennial survey</i> 96%	*	*	N/A	95%





Finance Department Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Finance Director	1.0	1.0	1.0	43	\$ 117,323	\$ 154,390
Assistant Finance Director	1.0	1.0	1.0	38	96,432	126,898
Finance Manager	2.0	2.0	1.0	36	89,156	117,323
Purchasing Manager	1.0	1.0	1.0	34	82,430	108,472
Program & Support Manager	0.0	0.0	2.0	32	76,211	100,289
Management Analyst	1.0	2.0	2.0	28	65,145	85,727
Accountant	0.0	0.0	1.0	28	65,145	85,727
Senior Buyer	1.0	1.0	1.0	28	65,145	85,727
Finance Supervisor	2.0	2.0	2.0	27	62,640	82,429
Project Specialist	2.0	1.0	1.0	25	57,914	76,211
Buyer	1.0	1.0	1.0	23	53,545	70,461
Lead Water Meter Reader *	0.0	0.0	1.0	23	53,545	70,461
Payroll Specialist	2.0	2.0	2.0	22	51,486	67,752
Senior Finance Technician	2.0	2.0	1.0	21	49,505	65,145
Finance Technician	4.0	5.0	4.5	19	45,770	60,230
Water Meter Reader *	0.0	0.0	2.0	17	42,318	55,686
Administrative Support Specialist	2.0	2.0	2.0	17	42,318	55,686
Total:	22.0	23.0	26.5			

* These positions were previously included in the Water Department.

Note: Municipal Court is also a part of Finance and is included in the Public Safety Section.

Municipal Court Full Time Equivalent (FTE) Positions

Finance Supervisor	1.0	1.0	1.0	27	\$ 62,640	\$ 82,429
Finance Technician	2.0	2.0	2.0	19	45,770	60,230
Total:	3.0	3.0	3.0			

Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Charges for Services	2,531,931	2,721,858	3,218,253	3,590,568	372,315	12%	91%
Interest	1,522	2,421	1,500	3,000	1,500	100%	0%
Miscellaneous	(69)	41	-	-	-	0%	0%
Beginning Work Cap	305,015	327,196	367,500	334,000	(33,500)	-9%	9%
Total:	\$ 2,838,399	\$ 3,051,516	\$ 3,587,253	\$ 3,927,568	\$ 340,315	9%	100%

Budget by Category

Personnel Services	1,971,673	2,146,760	2,458,703	2,973,318	514,615	21%	76%
Materials & Services	429,503	453,504	514,550	544,750	30,200	6%	14%
Capital Outlay	110,027	80,803	285,500	160,000	(125,500)	-44%	4%
Contingency	-	-	135,000	50,000	(85,000)	-63%	1%
Unapprop Fund Bal	327,196	370,449	193,500	199,500	6,000	3%	5%
Total:	\$ 2,838,399	\$ 3,051,516	\$ 3,587,253	\$ 3,927,568	\$ 340,315	9%	100%

Budget by Org

Finance Administration	1,496,156	1,572,769	1,830,717	2,003,878	173,161	9%	51%
Purchasing	281,430	347,022	404,539	402,501	(2,038)	-1%	10%
Utility Billing	517,625	581,291	747,997	696,380	(51,617)	-7%	18%
Utility Billing Meter Readers	-	-	-	287,809	287,809	0%	7%
Purchasing - Copiers	543,188	550,434	604,000	537,000	(67,000)	-11%	14%
Total:	\$ 2,838,399	\$ 3,051,516	\$ 3,587,253	\$ 3,927,568	\$ 340,315	9%	100%

Budget by Fund

Support Services Fund (700)	2,295,211	2,501,082	2,983,253	3,390,568	407,315	14%	86%
Copier Program Fund (760)	543,188	550,434	604,000	537,000	(67,000)	-11%	14%
Total:	\$ 2,838,399	\$ 3,051,516	\$ 3,587,253	\$ 3,927,568	\$ 340,315	9%	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. 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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	894,718	949,307	1,104,067	1,221,944	1,221,944	1,221,944
5005 Salaries - Part-Time	878	1,890	-	-	-	-
5010 Extra Labor	18,592	-	-	-	-	-
5100 Overtime	121	16	-	-	-	-
5301 Med/Den/Vis Insurance	155,808	180,031	243,959	246,143	246,143	246,143
5303 PERS	93,488	116,537	135,837	174,860	174,860	174,860
5308 VEBA	17,374	18,325	22,064	24,141	24,141	24,141
5309 PERS Stabilization	26,957	-	-	-	-	-
5310 Accrued Payroll Expense	-	15,100	-	2,000	2,000	2,000
5399 Other Benefits and Taxes	82,505	83,115	98,690	108,690	108,690	108,690
Total Personnel Services	\$1,290,441	\$1,364,321	\$1,604,617	\$1,777,778	\$1,777,778	\$1,777,778
Materials & Services						
6000 Office Supplies	21,228	24,572	20,000	20,000	20,000	20,000
6001 Communications Services	2,049	2,096	2,500	2,500	2,500	2,500
6002 Travel/Training/Dues	25,616	27,510	26,000	26,000	26,000	26,000
6003 Postage	9,538	12,360	12,000	12,000	12,000	12,000
6005 Advertising/Promotion	-	197	1,500	1,500	1,500	1,500
6007 Printing	7,521	5,976	7,500	7,500	7,500	7,500
6100 Contractual Services	128,668	126,716	145,000	145,000	145,000	145,000
6101 Other Services	580	580	600	600	600	600
6410 Computer Hardware	-	402	-	-	-	-
6412 Equipment Rental	10,515	8,039	11,000	11,000	11,000	11,000
Total Materials & Services	\$205,715	\$208,448	\$226,100	\$226,100	\$226,100	\$226,100
Total	\$1,496,156	\$1,572,769	\$1,830,717	\$2,003,878	\$2,003,878	\$2,003,878

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	152,396	224,250	238,415	258,351	258,351	258,351
5005 Salaries - Part-Time	25,191	-	-	-	-	-
5301 Med/Den/Vis Insurance	39,187	50,115	52,722	53,827	53,827	53,827
5303 PERS	18,414	25,525	29,753	38,996	38,996	38,996
5308 VEBA	3,446	4,443	4,770	5,169	5,169	5,169
5309 PERS Stabilization	4,903	-	-	-	-	-
5399 Other Benefits and Taxes	16,390	21,743	23,729	25,508	25,508	25,508
Total Personnel Services	\$259,927	\$326,076	\$349,389	\$381,851	\$381,851	\$381,851
Materials & Services						
6000 Office Supplies	1,852	168	850	850	850	850
6002 Travel/Training/Dues	12,687	14,654	11,000	11,000	11,000	11,000
6003 Postage	12	-	-	-	-	-
6004 Program Supplies/Materials	1,336	44	200	200	200	200
6005 Advertising/Promotion	126	-	100	100	100	100
6100 Contractual Services	-	5,000	5,500	8,500	8,500	8,500
6101 Other Services	5,490	-	-	-	-	-
6410 Computer Hardware	-	1,080	-	-	-	-
Total Materials & Services	\$21,503	\$20,946	\$17,650	\$20,650	\$20,650	\$20,650
Capital Outlay						
7005 Communications Equipment	-	-	37,500	-	-	-
Total Capital Outlay	\$0	\$0	\$37,500	\$0	\$0	\$0
Total	\$281,430	\$347,022	\$404,539	\$402,501	\$402,501	\$402,501



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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	235,654	296,112	328,568	358,305	358,305	358,305
5005 Salaries - Part-Time	26,273	8,236	-	-	-	-
5010 Extra Labor	33,322	2,826	-	-	-	-
5100 Overtime	4,510	6,276	-	-	-	-
5301 Med/Den/Vis Insurance	65,813	79,955	103,367	106,269	106,269	106,269
5303 PERS	21,885	29,405	36,296	47,193	47,193	47,193
5308 VEBA	4,225	5,446	6,572	7,166	7,166	7,166
5309 PERS Stabilization	6,176	-	-	-	-	-
5399 Other Benefits and Taxes	23,447	28,107	29,894	32,547	32,547	32,547
Total Personnel Services	\$421,305	\$456,363	\$504,697	\$551,480	\$551,480	\$551,480
Materials & Services						
6000 Office Supplies	4,959	4,999	7,300	8,000	8,000	8,000
6001 Communications Services	683	698	900	1,500	1,500	1,500
6002 Travel/Training/Dues	778	2,434	5,500	6,000	6,000	6,000
6003 Postage	61,445	44,068	-	400	400	400
6007 Printing	24,137	26,724	-	-	-	-
6100 Contractual Services	176	36,023	126,000	120,500	120,500	120,500
6101 Other Services	4,142	3,391	3,600	8,500	8,500	8,500
6411 Communications Equipment	-	6,591	-	-	-	-
Total Materials & Services	\$96,320	\$124,928	\$143,300	\$144,900	\$144,900	\$144,900
Capital Outlay						
7005 Communications Equipment	-	-	100,000	-	-	-
Total Capital Outlay	\$0	\$0	\$100,000	\$0	\$0	\$0
Total	\$517,625	\$581,291	\$747,997	\$696,380	\$696,380	\$696,380

Utility Billing Meter Readers

Utility Billing Meter Readers-70034820

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	-	159,819	159,819	159,819
5301 Med/Den/Vis Insurance	-	-	-	54,376	54,376	54,376
5303 PERS	-	-	-	27,871	27,871	27,871
5308 VEBA	-	-	-	3,196	3,196	3,196
5399 Other Benefits and Taxes	-	-	-	16,947	16,947	16,947
Total Personnel Services	\$0	\$0	\$0	\$262,209	\$262,209	\$262,209
Materials & Services						
6000 Office Supplies	-	-	-	2,200	2,200	2,200
6001 Communications Services	-	-	-	2,000	2,000	2,000
6002 Travel/Training/Dues	-	-	-	1,000	1,000	1,000
6004 Program Supplies/Materials	-	-	-	1,500	1,500	1,500
6200 Fuel/Oil	-	-	-	7,500	7,500	7,500
6300 Uniforms	-	-	-	750	750	750
6301 Safety Supplies	-	-	-	1,750	1,750	1,750
6403 Small Tools and Equipment	-	-	-	1,500	1,500	1,500
6409 Computer Software	-	-	-	1,100	1,100	1,100
6410 Computer Hardware	-	-	-	3,000	3,000	3,000
6411 Communications Equipment	-	-	-	300	300	300
6416 Equipment Maintenance	-	-	-	3,000	3,000	3,000
Total Materials & Services	\$0	\$0	\$0	\$25,600	\$25,600	\$25,600
Total	\$0	\$0	\$0	\$287,809	\$287,809	\$287,809



Copier Program

This program accounts for the cost of citywide copiers used by all departments.

Purchasing - Copiers-76034400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	18,249	17,022	25,000	25,000	25,000	25,000
6402 Maintenance Supplies	-	-	2,500	2,500	2,500	2,500
6412 Equipment Rental	29,872	31,084	40,000	40,000	40,000	40,000
6416 Equipment Maintenance	57,844	51,076	60,000	60,000	60,000	60,000
Total Materials & Services	\$105,965	\$99,182	\$127,500	\$127,500	\$127,500	\$127,500
Capital Outlay						
7010 Office Equipment	110,027	80,803	148,000	160,000	160,000	160,000
Total Capital Outlay	\$110,027	\$80,803	\$148,000	\$160,000	\$160,000	\$160,000
Contingency						
8300 Contingency	-	-	135,000	50,000	50,000	50,000
Total Contingency	\$0	\$0	\$135,000	\$50,000	\$50,000	\$50,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	327,196	370,449	193,500	199,500	199,500	199,500
Total Unapprop Fund Bal	\$327,196	\$370,449	\$193,500	\$199,500	\$199,500	\$199,500
Total	\$543,188	\$550,434	\$604,000	\$537,000	\$537,000	\$537,000

Facilities & Fleet



Department Description

As a support services division within the Public Works Department, the Facilities & Fleet Division provides a full range of support services for over one million square feet of City facilities and over 400 City vehicles. City departments as well as the public benefit from the division's services. The Facilities and Fleet Division has a staff of 22 FTE working as a cohesive team providing services in four major areas: facility management, facility capital construction, facilities operations and maintenance, and fleet management.

The Facilities & Fleet Division guides and manages the planning, design and construction for all new City facilities; the operations and maintenance for existing City facilities; and the maintenance and management of City fleet vehicles. The division establishes and manages the budgets for the maintenance and operation of City facilities, facility capital projects and construction, as well as fleet purchases, maintenance expenses, and contract management. 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. The division operates the Facilities Maintenance Program, which allows them to perform preventative, 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, the City's fleet and the Civic Center Motor Pool Program. 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.

Our Goals and Budget Highlights

- Community Center on 53rd Ave. Facility Project - completion of the Request for Proposal for the architectural and engineering design team for the Community Center Facility; and selection and award by early summer 2017. Anticipate completion of the design process in FY 2017-2018.
- Public Works Facility Project - completion of construction of Phase II in the summer of 2017; and relocate engineering staff and Facilities & Fleet program staff from the Civic Center to new facility.
- Public Works Facility Project - hold open house celebration late summer or early fall of 2017.
- Public Works Facility Project - completion, installation, and dedication of the commissioned Public Art expected by fall of 2017.
- Fleet- completion of full transition away from Tualatin Valley Fire & Rescue as our service provider for Fire vehicle maintenance, to performing the work in house.
- Fleet - complete the Request for Proposal process and award a contract for light-duty automotive maintenance and repairs.

Outcomes and Accomplishments

- Public Works Facility Project - completed the construction of Phase I and relocated staff and equipment to the new facility in October 2016.
- Public Works Facility Project - began architectural and engineering design and construction for Phase II. Phase II encompasses the shelled second floor tenant improvement buildout and additional site work. Completion estimated in summer 2017.
- Senior Community Center Remodel CDBG Project - design completed and began construction. Project completion estimated in late June 2017.
- Public Safety Training Facility Project - property search for locating the training facility.
- Community Center on 53rd Ave. Facility Project - continued to work with the architects on the design and engineering for the new facility.
- Hanks/Block 67- complete asbestos and tank abatement, demolition of the old Hanks grocery store making way for future development of the site.
- Fleet - continued to host high school students under the Hillsboro Chamber job shadow program.
- Fleet - restructured and added staff to support the transition to provide in-house fleet services for fire apparatus and command vehicles.
- Fleet - completed the fourth year as an Automotive Service Excellence (ASE) Blue Seal certified shop.
- Fleet - completed the Request for Proposal process and awarded a contract to Hillsboro Diesel and Truck for heavy-duty vehicle maintenance and repair services.
- Facilities Maintenance - Fourth floor Civic Center: completed full carpet removal and replacement.
- Facilities Maintenance - SHARC facility: removal and replacement of five rooftop Heating, Ventilation, and air conditioning (HVAC) units.
- Facilities Maintenance - Stadium Concessions facility: removal and replacement of rooftop HVAC unit, replaced deteriorated counters, and applied fresh paint to inside.
- Facilities Maintenance - continued replacement of lighting not dark-sky compliant with new, LED down lighting at all facilities.

Performance Measures

Citywide Goal	Department Goal	Measure	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual/Target 2016-17	Budget 2017-18
Ensure City Services Are Responsive, Equitable and Accessible (CWSP 5)	Provide after hour facility emergency maintenance response in a timely manner to internal City customers.	Respond to City facilities after hours calls within 30 minutes or less on 95% of calls	*	*	new software data not available	FY 16/17 Target 95%	95%
Ensure City Services Are Responsive, Equitable and Accessible (CWSP 5)	Ensure internal City facility customer services are met by responding to work orders as follows: Critical- within 1 hour of submission Priority- within 8 hours of submission Standard- within one week of submission	Respond to facility work orders within target timeframes 90% of the time or greater.	*	*	new software data not available	FY 16/17 Target 90%	90%
Ensure City Services Are Responsive, Equitable and Accessible (CWSP 5)	Prolong the life of City fleet assets, and reduce the number of preventable breakdowns.	Perform 90% or more of preventative maintenance checks on City fleet vehicles and equipment per year.	*	*	89%	FY 15/16 Target 90%	90%
Ensure City Services Are Responsive, Equitable and Accessible (CWSP 5)	Ensure City internal fleet customer services are met through service work orders.	Successfully complete over 1300 City fleet work orders per year	*	*	1407	FY 16/17 Target 1300	1300



Budget Summary

Resources by Category	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Charges for Services	8,347,801	8,500,535	9,517,537	9,798,631	281,094	3%	22%
Interest	25,855	47,336	31,500	40,100	8,600	27%	0%
Grants and Donations	166,667	186,289	644,845	-	(644,845)	-100%	0%
Other Financing Src	731,600	19,495,635	17,910,479	13,998,501	(3,911,978)	-22%	31%
Miscellaneous	484,757	577,619	12,842,995	1,158,595	(11,684,400)	-91%	3%
Insurance Premiums	26,840	1,075	-	-	-	0%	0%
Beginning Work Cap	16,297,938	3,389,291	7,688,384	20,548,529	12,860,145	167%	45%
Total:	\$ 26,081,458	\$ 32,197,780	\$ 48,635,740	\$ 45,544,356	\$ (3,091,384)	-6%	100%

Budget by Category

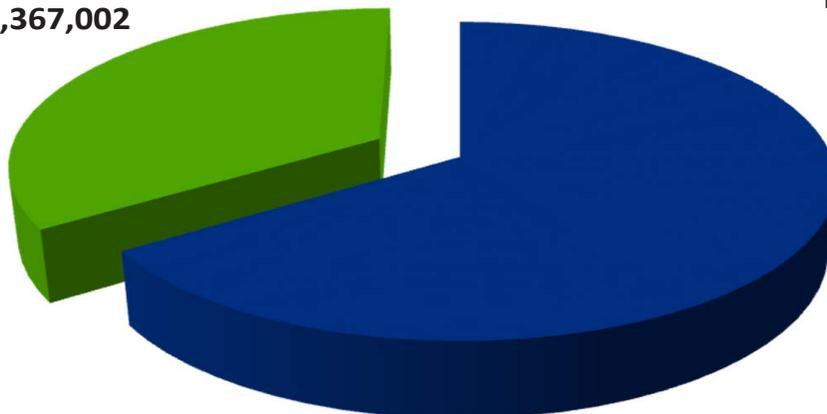
Personnel Services	2,142,908	2,403,850	2,627,602	2,834,386	206,784	8%	6%
Materials & Services	6,034,244	6,099,963	11,607,135	10,519,117	(1,088,018)	-9%	23%
Capital Outlay	1,596,423	14,173,507	33,770,672	31,348,853	(2,421,819)	-7%	69%
Special Payments	-	-	150,100	-	(150,100)	-100%	0%
Debt Service	-	-	296,431	662,600	366,169	124%	1%
Transfers	12,918,592	200,000	-	-	-	0%	0%
Contingency	-	-	183,800	179,400	(4,400)	-2%	0%
Unapprop Fund Bal	3,389,291	9,320,460	-	-	-	0%	0%
Total:	\$ 26,081,458	\$ 32,197,780	\$ 48,635,740	\$ 45,544,356	\$ (3,091,384)	-6%	100%

Budget by Fund

Support Services Fund (700)	1,720,136	2,041,829	2,218,557	2,301,751	83,194	4%	5%
Facilities Management Fund (710)	21,222,210	25,705,440	41,227,083	36,887,805	(4,339,278)	-11%	81%
ITF Fund (712)	360,440	373,182	308,300	280,900	(27,400)	-9%	1%
Fleet Management Fund (750)	2,778,672	4,077,329	4,881,800	6,073,900	1,192,100	24%	13%
Total:	\$ 26,081,458	\$ 32,197,780	\$ 48,635,740	\$ 45,544,356	\$ (3,091,384)	-6%	100%

Support Services
\$69,367,002

Facilities & Fleet
66%



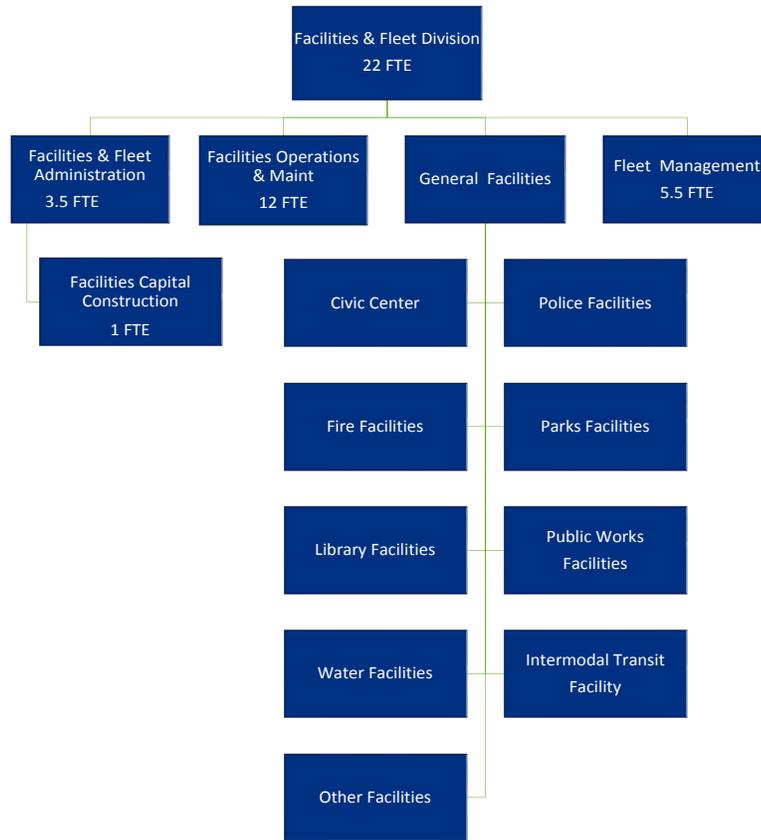
Budget Summary

Budget by Org	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		
					Dollar Change	Percent Change	Percent of Total
Facilities & Fleet Admin	535,245	701,562	800,548	705,889	(94,659)	-12%	2%
Facilities Operations and Maintenance	1,184,891	1,340,267	1,418,009	1,595,862	177,853	13%	4%
General Facilities	15,979,017	8,835,466	5,922,495	4,864,134	(1,058,361)	-18%	11%
Hart Building	509	123	4,000	4,000	-	0%	0%
Archives Building	41,080	24,577	-	-	-	0%	0%
Stagg Warehouse	85,635	85,866	88,950	163,950	75,000	84%	0%
HPD Evidence	13,202	12,377	22,500	22,500	-	0%	0%
3rd Ave Light Rail Office	1,348	1,431	1,500	1,500	-	0%	0%
Civic Center - City	917,488	1,381,073	1,813,100	1,461,500	(351,600)	-19%	3%
Civic Center - Plaza Building	31,372	39,796	52,000	79,000	27,000	52%	0%
Civic Center - Museum	5,099	6,166	8,500	9,000	500	6%	0%
Public Safety Training Facility	5,750	-	4,000,000	4,000,000	-	0%	9%
Evergreen Permit Center	20,334	14,700	25,000	-	(25,000)	-100%	0%
Block 67	-	-	4,800,000	140,000	(4,660,000)	-97%	0%
Police West Precinct	216,818	224,607	5,284,254	10,520,170	5,235,916	99%	23%
Police East Precinct	263,189	284,409	300,800	319,900	19,100	6%	1%
Police Training Facility	49,704	49,283	55,500	55,500	-	0%	0%
Main Fire Station	62,356	61,913	70,000	85,000	15,000	21%	0%
Fire Logistics	15,341	16,957	23,000	23,000	-	0%	0%
Brookwood Station	14,650	20,789	42,000	27,000	(15,000)	-36%	0%
Ronler Acres Station	46,901	47,921	96,600	95,100	(1,500)	-2%	0%
Facilities Maintenance Shop	19,570	57,309	29,500	32,500	3,000	10%	0%
Cherry Fire Station	55,938	115,182	68,600	70,500	1,900	3%	0%
Jones Farm Fire Station	46,910	45,853	61,010	61,010	-	0%	0%
Parks Activity Building	41,183	43,489	47,250	48,750	1,500	3%	0%
Parks Maintenance Building	90,524	79,106	88,700	100,500	11,800	13%	0%
Roodbridge River House	17,930	28,292	29,050	49,050	20,000	69%	0%
Hillsboro Stadium	307,472	359,588	295,000	998,500	703,500	238%	2%
Community/Senior Center	97,884	84,462	1,055,345	232,010	(823,335)	-78%	1%
Cultural Arts Center	105,632	72,732	81,600	113,600	32,000	39%	0%
Aquatic Center	559,895	793,859	390,000	480,300	90,300	23%	1%
Parks Administration Building	189,006	61,460	62,050	64,550	2,500	4%	0%
Jackson Bottom Building	56,601	49,829	54,000	75,200	21,200	39%	0%
Baseball Stadium	275,954	197,063	222,000	282,000	60,000	27%	1%
Masters House	2,561	1,464	3,300	3,300	-	0%	0%
McDonald House	12,747	13,898	28,150	28,150	-	0%	0%
53rd Ave Concession Building	8,369	6,906	4,000	4,000	-	0%	0%
Community Center on 53rd	-	-	4,000,000	9,000,000	5,000,000	125%	20%
Brookwood Library	586,637	538,623	547,500	572,500	25,000	5%	1%
Shute Park Library	129,673	172,278	262,000	177,000	(85,000)	-32%	0%
Public Works Warehouse	62,931	59,872	68,800	51,800	(17,000)	-25%	0%
Public Works Facility New	722,759	11,751,410	11,152,779	2,469,981	(8,682,798)	-78%	5%



Budget Summary (Continued)

Budget by Org	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17		Percent of Total
					Dollar Change	Percent Change	
Public Works - Fleet Maint. Shop	-	-	-	34,250	34,250	0%	0%
Water Ops	62,241	65,311	66,250	67,100	850	1%	0%
ITF General Operations	291,191	307,762	212,300	182,900	(29,400)	-14%	0%
ITF - PCC	48,742	46,628	60,000	61,000	1,000	2%	0%
ITF - Bikepark	10,505	8,468	19,000	19,000	-	0%	0%
ITF - Pacific University	10,002	10,324	17,000	18,000	1,000	6%	0%
Fleet Management	1,222,779	1,735,558	1,767,900	2,428,000	660,100	37%	5%
Police Fleet Management	616,365	919,736	1,060,195	910,900	(149,295)	-14%	2%
Fire Fleet Management	320,933	696,958	867,401	1,700,000	832,599	96%	4%
Parks Fleet Management Library	204,641	283,355	546,742	559,000	12,258	2%	1%
Fleet Management Inform Servs	-	-	75,406	1,000	(74,406)	-99%	0%
Fleet Mngmnt Facilities & Fleet	21,164	21,720	3,406	2,000	(1,406)	-41%	0%
Fleet Mngmt Building Fleet	60,009	63,274	121,694	106,000	(15,694)	-13%	0%
Management PW Transportation	4,657	6,290	25,546	23,000	(2,546)	-10%	0%
Fleet Mngmnt PW Sani Sewer	86,854	88,249	96,983	88,000	(8,983)	-9%	0%
Fleet Mngmnt PW Storm Sewer	58,814	69,379	50,433	48,000	(2,433)	-5%	0%
Fleet Mngmnt Water Fleet	83,785	80,975	79,090	72,000	(7,090)	-9%	0%
Management Barney Fleet	83,277	103,845	139,366	122,000	(17,366)	-12%	0%
Management Motor Pool Fleet	5,282	3,176	1,987	2,000	13	1%	0%
Management	10,112	4,814	45,651	12,000	(33,651)	-74%	0%
Total:	\$ 26,081,458	\$ 32,197,780	\$ 48,635,740	\$ 45,544,356	\$ (3,021,874)	-6%	100%



Facilities and Fleet Division Full Time Equivalent (FTE) Positions

	2015-16	2016-17	2017-18	Range	Minimum Salary	Maximum Salary
Senior Project Manager	1.0	1.0	1.0	36	\$ 89,156	\$ 117,323
Maintenance Operations Superintendent	0.0	0.0	1.0	34	82,430	108,472
Program and Support Manager	1.0	1.0	1.0	32	76,211	100,289
Asst. Maintenance & Operations Superintendent	1.0	1.0	0.0	32	76,211	100,289
Engineering Coordinator	1.0	1.0	0.0	30	70,461	92,722
Fleet Manager	1.0	1.0	1.0	30	70,461	92,722
Supervising Electrician	1.0	1.0	1.0	30	70,461	92,722
Management Analyst	0.0	1.0	1.0	28	65,145	85,727
Electrician	2.0	2.0	2.0	27	62,640	82,429
Maintenance Coordinator	2.0	2.0	4.0	26	60,230	79,259
Project Specialist	2.0	1.0	1.0	25	57,914	76,211
Facilities and Maintenance Specialist	0.0	0.0	2.0	23	53,545	70,461
Mechanic	2.0	2.0	2.0	22	51,486	67,752
Senior Facilities Maintenance Technician	5.0	5.0	3.0	21	49,505	65,145
Facilities Maintenance Technician	1.0	1.0	1.0	19	45,770	60,230
Administrative Support Specialist	1.0	1.0	1.0	17	42,318	55,686
Total:	21.0	21.0	22.0			

Note: Facilities and Fleet is a Division of Public Works. The above positions are not included in the Community Development Section.



Facilities & Fleet Administration and Capital Construction

Facilities & Fleet Division’s Administration Finance section is responsible for the division’s finances, budget, facility management, property management, procurement and contract management, the division’s programs as well as administrative support functions. The Facilities Capital Construction section with the Administration Finance section oversee the design, construction, and budget management of facility capital projects as well as facility master plans and studies.

Facilities & Fleet Admin-70035000

Table with 7 columns: Description, Actual 2014-15, Actual 2015-16, Adopted 2016-17, Proposed 2017-18, Approved 2017-18, Adopted 2017-18. Rows include Personnel Services, Materials & Services, and a Total row.

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 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	701,082	790,843	831,148	949,606	949,606	949,606
5010 Extra Labor	30,908	3,817	-	-	-	-
5100 Overtime	43,736	40,244	65,000	46,125	46,125	46,125
5301 Med/Den/Vis Insurance	161,562	203,092	213,780	239,499	239,499	239,499
5303 PERS	66,855	99,047	105,705	141,453	141,453	141,453
5308 VEBA	13,336	15,560	16,621	18,901	18,901	18,901
5309 PERS Stabilization	20,216	-	-	-	-	-
5399 Other Benefits and Taxes	89,422	101,929	108,125	122,528	122,528	122,528
Total Personnel Services	\$1,127,117	\$1,254,532	\$1,340,379	\$1,518,112	\$1,518,112	\$1,518,112
Materials & Services						
6000 Office Supplies	2,997	3,665	4,875	4,875	4,875	4,875
6001 Communications Services	715	4,383	5,880	6,000	6,000	6,000
6002 Travel/Training/Dues	10,336	14,257	14,500	14,500	14,500	14,500
6003 Postage	63	-	25	25	25	25
6004 Program Supplies/Materials	-	8	-	-	-	-
6006 Tuition Reimbursement	2,853	2,657	2,000	2,000	2,000	2,000
6100 Contractual Services	1,202	1,471	5,000	5,000	5,000	5,000
6102 Maintenance Contracts	-	8,000	-	-	-	-
6200 Fuel/Oil	16,484	13,290	19,000	19,000	19,000	19,000
6202 Vehicle Equipment	-	7,145	-	-	-	-
6300 Uniforms	2,878	3,063	2,350	2,350	2,350	2,350
6301 Safety Supplies	7,865	9,099	8,000	8,000	8,000	8,000
6402 Maintenance Supplies	5,209	3,877	5,000	5,000	5,000	5,000
6403 Small Tools and Equipment	7,172	4,070	11,000	11,000	11,000	11,000
6409 Computer Software	-	486	-	-	-	-
6410 Computer Hardware	-	10,264	-	-	-	-
Total Materials & Services	\$57,774	\$85,735	\$77,630	\$77,750	\$77,750	\$77,750
Total	\$1,184,891	\$1,340,267	\$1,418,009	\$1,595,862	\$1,595,862	\$1,595,862



General Facilities

Facilities & Fleet Division, Administration Finance section and Facilities O&M section oversee the budget management, operation and maintenance costs, capital outlay and facility programs for City facilities budgeted in the Facility Fund (710).

General Facilities-71035400

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	4,291	10,585	43,500	-	-	-
5301 Med/Den/Vis Insurance	838	1,200	-	-	-	-
5303 PERS	487	814	-	-	-	-
5308 VEBA	86	152	-	-	-	-
5309 PERS Stabilization	129	-	-	-	-	-
5310 Accrued Payroll Expense	-	200	-	-	-	-
5399 Other Benefits and Taxes	469	663	-	-	-	-
Total Personnel Services	\$6,300	\$13,614	\$43,500	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	2,803	71,060	385,000	24,962	24,962	24,962
6102 Maintenance Contracts	86,305	72,579	95,000	95,000	95,000	95,000
Total Materials & Services	\$89,108	\$143,639	\$480,000	\$119,962	\$119,962	\$119,962
Capital Outlay						
7030 Facilities and Improvements	424,450	442,911	2,770,000	2,923,573	2,923,573	3,292,892
7050 Capital Reserve	-	-	2,628,995	1,451,280	1,451,280	1,451,280
Total Capital Outlay	\$424,450	\$442,911	\$5,398,995	\$4,374,853	\$4,374,853	\$4,744,172
Transfers						
8201 Transfer to Transportation	-	200,000	-	-	-	-
8232 Transfer to SIP FFC	1,650,000	-	-	-	-	-
8233 Transfer to Gainshare	11,268,592	-	-	-	-	-
Total Transfers	\$12,918,592	\$200,000	\$0	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,540,567	8,035,302	-	-	-	-
Total Unapprop Fund Bal	\$2,540,567	\$8,035,302	\$0	\$0	\$0	\$0
Total	\$15,979,017	\$8,835,466	\$5,922,495	\$4,494,815	\$4,494,815	\$4,864,134

Hart Building-71035402

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	500	500	500	500
6102 Maintenance Contracts	-	-	2,500	2,500	2,500	2,500
6402 Maintenance Supplies	509	123	1,000	1,000	1,000	1,000
Total Materials & Services	\$509	\$123	\$4,000	\$4,000	\$4,000	\$4,000
Total	\$509	\$123	\$4,000	\$4,000	\$4,000	\$4,000

Archives Building-71035404

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	549	572	-	-	-	-
6100 Contractual Services	3,668	2,312	-	-	-	-
6400 Utilities	647	510	-	-	-	-
6402 Maintenance Supplies	216	183	-	-	-	-
6431 Facility Rent Expense	36,000	21,000	-	-	-	-
Total Materials & Services	\$41,080	\$24,577	\$0	\$0	\$0	\$0
Total	\$41,080	\$24,577	\$0	\$0	\$0	\$0

Stagg Warehouse-71035406

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	1,066	1,104	1,150	1,150	1,150	1,150
6100 Contractual Services	3,816	3,816	4,000	29,000	29,000	29,000
6102 Maintenance Contracts	-	-	1,000	1,000	1,000	1,000
6400 Utilities	3,888	4,014	5,000	5,000	5,000	5,000
6402 Maintenance Supplies	65	132	1,000	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	\$85,635	\$85,866	\$88,950	\$113,950	\$113,950	\$113,950
Capital Outlay						
7032 Facilities Equipment	-	-	-	50,000	50,000	50,000
Total Capital Outlay	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000
Total	\$85,635	\$85,866	\$88,950	\$163,950	\$163,950	\$163,950



HPD Evidence-71035408

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	1,539	1,720	2,000	2,000	2,000	2,000
6102 Maintenance Contracts	-	-	1,000	1,000	1,000	1,000
6103 Janitorial Expense	1,501	1,832	3,000	3,000	3,000	3,000
6400 Utilities	7,571	7,464	10,000	10,000	10,000	10,000
6402 Maintenance Supplies	1,853	613	5,500	5,500	5,500	5,500
6432 Janitorial Supplies	738	748	1,000	1,000	1,000	1,000
Total Materials & Services	\$13,202	\$12,377	\$22,500	\$22,500	\$22,500	\$22,500
Total	\$13,202	\$12,377	\$22,500	\$22,500	\$22,500	\$22,500

3rd Ave Light Rail Office-71035409

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6103 Janitorial Expense	1,348	1,431	1,500	1,500	1,500	1,500
Total Materials & Services	\$1,348	\$1,431	\$1,500	\$1,500	\$1,500	\$1,500
Total	\$1,348	\$1,431	\$1,500	\$1,500	\$1,500	\$1,500

Civic Center - City-71035410

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	5,512	5,352	5,600	6,000	6,000	6,000
6100 Contractual Services	138,689	163,213	185,000	165,000	165,000	165,000
6102 Maintenance Contracts	24,799	54,568	40,000	40,000	40,000	40,000
6103 Janitorial Expense	358,219	364,527	390,000	400,000	400,000	400,000
6400 Utilities	218,210	218,692	242,500	242,500	242,500	242,500
6402 Maintenance Supplies	170,507	113,298	160,000	160,000	160,000	160,000
6432 Janitorial Supplies	25,930	22,003	25,000	26,000	26,000	26,000
Total Materials & Services	\$941,866	\$941,653	\$1,048,100	\$1,039,500	\$1,039,500	\$1,039,500
Capital Outlay						
7030 Facilities and Improvements	(24,378)	439,420	765,000	372,000	372,000	422,000
Total Capital Outlay	(\$24,378)	\$439,420	\$765,000	\$372,000	\$372,000	\$422,000
Total	\$917,488	\$1,381,073	\$1,813,100	\$1,411,500	\$1,411,500	\$1,461,500

Civic Center - Plaza Building-71035412

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	7,651	9,556	10,000	12,000	12,000	12,000
6102 Maintenance Contracts	-	1,364	5,000	5,000	5,000	5,000
6103 Janitorial Expense	14,749	15,189	20,000	20,000	20,000	20,000
6400 Utilities	8,945	9,184	12,000	12,000	12,000	12,000
6402 Maintenance Supplies	27	4,503	5,000	5,000	5,000	5,000
Total Materials & Services	\$31,372	\$39,796	\$52,000	\$54,000	\$54,000	\$54,000
Capital Outlay						
7030 Facilities and Improvements	-	-	-	25,000	25,000	25,000
Total Capital Outlay	\$0	\$0	\$0	\$25,000	\$25,000	\$25,000
Total	\$31,372	\$39,796	\$52,000	\$79,000	\$79,000	\$79,000

Civic Center - Museum-71035414

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	924	924	1,000	1,000	1,000	1,000
6102 Maintenance Contracts	-	946	1,000	1,000	1,000	1,000
6103 Janitorial Expense	4,175	4,296	6,000	6,500	6,500	6,500
6402 Maintenance Supplies	-	-	500	500	500	500
Total Materials & Services	\$5,099	\$6,166	\$8,500	\$9,000	\$9,000	\$9,000
Total	\$5,099	\$6,166	\$8,500	\$9,000	\$9,000	\$9,000

Public Safety Training Facilit-71035415

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	5,750	-	400,000	50,000	50,000	50,000
Total Materials & Services	\$5,750	\$0	\$400,000	\$50,000	\$50,000	\$50,000
Capital Outlay						
7030 Facilities and Improvements	-	-	3,600,000	2,950,000	2,950,000	2,950,000
7035 Land	-	-	-	1,000,000	1,000,000	1,000,000
Total Capital Outlay	\$0	\$0	\$3,600,000	\$3,950,000	\$3,950,000	\$3,950,000
Total	\$5,750	\$0	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000



Evergreen Permit Center-71035416

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6102 Maintenance Contracts	-	-	1,000	-	-	-
6103 Janitorial Expense	1,918	1,983	2,500	-	-	-
6400 Utilities	17,225	12,427	19,500	-	-	-
6402 Maintenance Supplies	948	239	1,500	-	-	-
6432 Janitorial Supplies	243	51	500	-	-	-
Total Materials & Services	\$20,334	\$14,700	\$25,000	\$0	\$0	\$0
Total	\$20,334	\$14,700	\$25,000	\$0	\$0	\$0

Block 67-71035417

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	-	30,000	30,000	30,000
6400 Utilities	-	-	-	50,000	50,000	50,000
6402 Maintenance Supplies	-	-	-	10,000	10,000	10,000
Total Materials & Services	\$0	\$0	\$0	\$90,000	\$90,000	\$90,000
Capital Outlay						
7030 Facilities and Improvements	-	-	-	50,000	50,000	50,000
7035 Land	-	-	4,800,000	-	-	-
Total Capital Outlay	\$0	\$0	\$4,800,000	\$50,000	\$50,000	\$50,000
Total	\$0	\$0	\$4,800,000	\$140,000	\$140,000	\$140,000

Police West Precinct-71035420

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	1,099	1,138	1,170	1,170	1,170	1,170
6100 Contractual Services	18,903	18,183	28,600	22,000	22,000	22,000
6102 Maintenance Contracts	2,357	10,423	10,000	10,000	10,000	10,000
6103 Janitorial Expense	91,336	94,152	105,000	105,000	105,000	105,000
6400 Utilities	82,524	81,139	87,000	87,000	87,000	87,000
6402 Maintenance Supplies	13,261	6,389	23,000	22,000	22,000	22,000
6432 Janitorial Supplies	7,338	7,266	7,000	8,000	8,000	8,000
Total Materials & Services	\$216,818	\$218,690	\$261,770	\$255,170	\$255,170	\$255,170
Capital Outlay						
7030 Facilities and Improvements	-	5,917	22,484	5,265,000	5,265,000	5,265,000
7035 Land	-	-	5,000,000	5,000,000	5,000,000	5,000,000
Total Capital Outlay	\$0	\$5,917	\$5,022,484	\$10,265,000	\$10,265,000	\$10,265,000
Total	\$216,818	\$224,607	\$5,284,254	\$10,520,170	\$10,520,170	\$10,520,170

Police East Precinct-71035422

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,169	2,255	2,300	2,400	2,400	2,400
6100 Contractual Services	8,801	8,763	10,000	10,000	10,000	10,000
6102 Maintenance Contracts	200	1,825	1,000	1,000	1,000	1,000
6103 Janitorial Expense	38,304	39,333	41,000	41,000	41,000	41,000
6400 Utilities	19,679	19,911	23,000	23,000	23,000	23,000
6402 Maintenance Supplies	2,262	2,008	4,500	4,500	4,500	4,500
6431 Facility Rent Expense	189,635	207,892	216,000	230,000	230,000	230,000
6432 Janitorial Supplies	2,139	2,422	3,000	3,000	3,000	3,000
Total Materials & Services	\$263,189	\$284,409	\$300,800	\$314,900	\$314,900	\$314,900
Capital Outlay						
7030 Facilities and Improvements	-	-	-	5,000	5,000	5,000
Total Capital Outlay	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000
Total	\$263,189	\$284,409	\$300,800	\$319,900	\$319,900	\$319,900



Police Training Facility-71035424

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	425	465	500	500	500	500
6100 Contractual Services	771	1,056	1,200	1,200	1,200	1,200
6102 Maintenance Contracts	-	182	2,300	2,300	2,300	2,300
6400 Utilities	4,694	8,015	10,500	10,500	10,500	10,500
6402 Maintenance Supplies	2,214	3,411	1,000	1,000	1,000	1,000
6431 Facility Rent Expense	41,600	36,154	40,000	40,000	40,000	40,000
Total Materials & Services	\$49,704	\$49,283	\$55,500	\$55,500	\$55,500	\$55,500
Total	\$49,704	\$49,283	\$55,500	\$55,500	\$55,500	\$55,500

Main Fire Station-71035430

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	7,881	8,998	9,000	10,000	10,000	10,000
6102 Maintenance Contracts	4,852	6,364	2,000	2,000	2,000	2,000
6103 Janitorial Expense	12,208	12,536	14,500	14,500	14,500	14,500
6400 Utilities	27,125	25,766	31,500	31,500	31,500	31,500
6402 Maintenance Supplies	7,814	6,201	9,000	9,000	9,000	9,000
6432 Janitorial Supplies	2,476	2,048	4,000	3,000	3,000	3,000
Total Materials & Services	\$62,356	\$61,913	\$70,000	\$70,000	\$70,000	\$70,000
Capital Outlay						
7030 Facilities and Improvements	-	-	-	15,000	15,000	15,000
Total Capital Outlay	\$0	\$0	\$0	\$15,000	\$15,000	\$15,000
Total	\$62,356	\$61,913	\$70,000	\$85,000	\$85,000	\$85,000

Fire Logistics-71035431

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	1,234	991	2,500	2,500	2,500	2,500
6102 Maintenance Contracts	306	1,084	1,000	1,000	1,000	1,000
6103 Janitorial Expense	1,563	1,618	2,500	2,500	2,500	2,500
6400 Utilities	11,729	12,831	13,000	13,000	13,000	13,000
6402 Maintenance Supplies	327	433	3,000	3,000	3,000	3,000
6432 Janitorial Supplies	182	-	1,000	1,000	1,000	1,000
Total Materials & Services	\$15,341	\$16,957	\$23,000	\$23,000	\$23,000	\$23,000
Total	\$15,341	\$16,957	\$23,000	\$23,000	\$23,000	\$23,000

Brookwood Station-71035432

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	1,969	1,574	3,000	3,000	3,000	3,000
6102 Maintenance Contracts	95	1,816	1,000	2,000	2,000	2,000
6103 Janitorial Expense	212	218	1,000	1,000	1,000	1,000
6400 Utilities	9,629	10,638	12,000	12,000	12,000	12,000
6402 Maintenance Supplies	927	4,610	8,000	7,000	7,000	7,000
6432 Janitorial Supplies	1,818	1,933	2,000	2,000	2,000	2,000
Total Materials & Services	\$14,650	\$20,789	\$27,000	\$27,000	\$27,000	\$27,000
Capital Outlay						
7032 Facilities Equipment	-	-	15,000	-	-	-
Total Capital Outlay	\$0	\$0	\$15,000	\$0	\$0	\$0
Total	\$14,650	\$20,789	\$42,000	\$27,000	\$27,000	\$27,000

Ronler Acres Station-71035433

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	5,745	5,980	6,100	6,100	6,100	6,100
6102 Maintenance Contracts	965	-	1,500	1,500	1,500	1,500
6103 Janitorial Expense	7,499	7,661	9,500	9,500	9,500	9,500
6400 Utilities	26,982	27,551	34,000	34,000	34,000	34,000
6402 Maintenance Supplies	3,847	4,488	10,000	10,000	10,000	10,000
6432 Janitorial Supplies	1,863	2,241	4,000	4,000	4,000	4,000
Total Materials & Services	\$46,901	\$47,921	\$65,100	\$65,100	\$65,100	\$65,100
Capital Outlay						
7030 Facilities and Improvements	-	-	24,000	10,000	10,000	10,000
7032 Facilities Equipment	-	-	7,500	20,000	20,000	20,000
Total Capital Outlay	\$0	\$0	\$31,500	\$30,000	\$30,000	\$30,000
Total	\$46,901	\$47,921	\$96,600	\$95,100	\$95,100	\$95,100



Facilities Maintenance Shop-71035434

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	1,344	1,582	2,500	2,500	2,500	2,500
6102 Maintenance Contracts	-	4,900	2,500	2,500	2,500	2,500
6103 Janitorial Expense	3,336	3,449	4,000	6,000	6,000	6,000
6400 Utilities	11,480	13,730	15,000	15,000	15,000	15,000
6402 Maintenance Supplies	2,246	10,146	4,000	5,000	5,000	5,000
6432 Janitorial Supplies	1,164	740	1,500	1,500	1,500	1,500
Total Materials & Services	\$19,570	\$34,547	\$29,500	\$32,500	\$32,500	\$32,500
Capital Outlay						
7030 Facilities and Improvements	-	22,762	-	-	-	-
Total Capital Outlay	\$0	\$22,762	\$0	\$0	\$0	\$0
Total	\$19,570	\$57,309	\$29,500	\$32,500	\$32,500	\$32,500

Cherry Fire Station-71035435

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,220	2,257	2,500	2,500	2,500	2,500
6100 Contractual Services	7,021	6,540	7,000	7,500	7,500	7,500
6102 Maintenance Contracts	1,814	6,578	2,500	2,500	2,500	2,500
6103 Janitorial Expense	7,151	7,884	8,500	10,000	10,000	10,000
6400 Utilities	27,846	29,899	37,000	37,000	37,000	37,000
6402 Maintenance Supplies	8,535	5,799	8,000	8,000	8,000	8,000
6432 Janitorial Supplies	1,351	2,136	3,100	3,000	3,000	3,000
Total Materials & Services	\$55,938	\$61,093	\$68,600	\$70,500	\$70,500	\$70,500
Capital Outlay						
7030 Facilities and Improvements	-	54,089	-	-	-	-
Total Capital Outlay	\$0	\$54,089	\$0	\$0	\$0	\$0
Total	\$55,938	\$115,182	\$68,600	\$70,500	\$70,500	\$70,500

Jones Farm Fire Station-71035436

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,241	2,224	2,260	2,260	2,260	2,260
6100 Contractual Services	5,397	5,397	6,000	6,000	6,000	6,000
6102 Maintenance Contracts	3,030	332	4,100	4,100	4,100	4,100
6103 Janitorial Expense	495	510	1,000	1,000	1,000	1,000
6400 Utilities	28,640	29,526	35,650	35,650	35,650	35,650
6402 Maintenance Supplies	4,064	4,941	8,000	8,000	8,000	8,000
6432 Janitorial Supplies	3,043	2,923	4,000	4,000	4,000	4,000
Total Materials & Services	\$46,910	\$45,853	\$61,010	\$61,010	\$61,010	\$61,010
Total	\$46,910	\$45,853	\$61,010	\$61,010	\$61,010	\$61,010

Parks Activity Building-71035440

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	484	492	750	750	750	750
6100 Contractual Services	3,062	3,385	4,000	4,000	4,000	4,000
6102 Maintenance Contracts	1,058	1,261	2,000	2,000	2,000	2,000
6103 Janitorial Expense	20,244	20,859	21,500	22,000	22,000	22,000
6400 Utilities	12,135	15,296	14,500	15,500	15,500	15,500
6402 Maintenance Supplies	3,556	1,436	3,500	3,500	3,500	3,500
6432 Janitorial Supplies	644	760	1,000	1,000	1,000	1,000
Total Materials & Services	\$41,183	\$43,489	\$47,250	\$48,750	\$48,750	\$48,750
Total	\$41,183	\$43,489	\$47,250	\$48,750	\$48,750	\$48,750



Parks Maintenance Building-71035441

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	3,408	3,679	5,000	5,000	5,000	5,000
6100 Contractual Services	6,920	7,711	8,500	9,500	9,500	9,500
6102 Maintenance Contracts	14,212	2,759	2,000	3,000	3,000	3,000
6103 Janitorial Expense	25,893	24,097	26,200	31,000	31,000	31,000
6400 Utilities	23,842	30,528	34,000	34,000	34,000	34,000
6402 Maintenance Supplies	12,202	7,411	10,000	15,000	15,000	15,000
6432 Janitorial Supplies	2,387	2,921	3,000	3,000	3,000	3,000
Total Materials & Services	\$88,864	\$79,106	\$88,700	\$100,500	\$100,500	\$100,500
Capital Outlay						
7030 Facilities and Improvements	1,660	-	-	-	-	-
Total Capital Outlay	\$1,660	\$0	\$0	\$0	\$0	\$0
Total	\$90,524	\$79,106	\$88,700	\$100,500	\$100,500	\$100,500

Roodbridge River House-71035442

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	-	43	1,250	1,250	1,250	1,250
6100 Contractual Services	2,983	3,207	3,500	3,500	3,500	3,500
6102 Maintenance Contracts	2,450	7,985	4,000	4,000	4,000	4,000
6103 Janitorial Expense	4,351	6,233	5,700	5,700	5,700	5,700
6400 Utilities	6,039	6,679	8,400	8,400	8,400	8,400
6402 Maintenance Supplies	1,492	3,720	5,000	5,000	5,000	5,000
6432 Janitorial Supplies	615	425	1,200	1,200	1,200	1,200
Total Materials & Services	\$17,930	\$28,292	\$29,050	\$29,050	\$29,050	\$29,050
Capital Outlay						
7030 Facilities and Improvements	-	-	-	20,000	20,000	20,000
Total Capital Outlay	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000
Total	\$17,930	\$28,292	\$29,050	\$49,050	\$49,050	\$49,050

Hillsboro Stadium-71035443

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	10,684	7,568	12,000	12,000	12,000	12,000
6004 Program Supplies/Materials	37,362	-	-	-	-	-
6100 Contractual Services	5,906	8,088	8,500	10,000	10,000	10,000
6102 Maintenance Contracts	3,556	1,240	7,000	7,000	7,000	7,000
6103 Janitorial Expense	-	-	2,000	2,000	2,000	2,000
6400 Utilities	213,933	222,467	213,000	230,000	230,000	230,000
6402 Maintenance Supplies	36,031	26,969	27,500	27,500	27,500	27,500
6432 Janitorial Supplies	-	5	-	-	-	-
Total Materials & Services	\$307,472	\$266,337	\$270,000	\$288,500	\$288,500	\$288,500
Capital Outlay						
7030 Facilities and Improvements	-	93,251	25,000	710,000	710,000	710,000
Total Capital Outlay	\$0	\$93,251	\$25,000	\$710,000	\$710,000	\$710,000
Total	\$307,472	\$359,588	\$295,000	\$998,500	\$998,500	\$998,500

Community/Senior Center-71035444

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	1,044	1,050	1,500	1,500	1,500	1,500
6100 Contractual Services	24,275	26,548	145,700	20,000	20,000	20,500
6102 Maintenance Contracts	15,510	5,889	3,000	5,000	5,000	5,000
6103 Janitorial Expense	1,960	-	1,000	2,000	2,000	2,000
6400 Utilities	33,535	34,727	40,000	45,000	45,000	45,000
6402 Maintenance Supplies	8,477	12,896	20,000	20,000	20,000	20,000
6432 Janitorial Supplies	3,083	3,352	5,000	6,000	6,000	6,000
Total Materials & Services	\$87,884	\$84,462	\$216,200	\$99,500	\$99,500	\$100,000
Capital Outlay						
7030 Facilities and Improvements	10,000	-	839,145	-	-	132,010
Total Capital Outlay	\$10,000	\$0	\$839,145	\$0	\$0	\$132,010
Total	\$97,884	\$84,462	\$1,055,345	\$99,500	\$99,500	\$232,010



Cultural Arts Center-71035445

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	3,838	3,908	4,100	5,000	5,000	5,000
6100 Contractual Services	8,391	8,373	10,000	12,000	12,000	12,000
6102 Maintenance Contracts	6,469	1,180	5,000	10,000	10,000	10,000
6103 Janitorial Expense	23,329	29,232	26,000	30,000	30,000	30,000
6400 Utilities	20,556	20,182	25,000	25,000	25,000	25,000
6402 Maintenance Supplies	4,564	8,387	10,000	10,000	10,000	10,000
6432 Janitorial Supplies	2,304	1,470	1,500	1,600	1,600	1,600
Total Materials & Services	\$69,451	\$72,732	\$81,600	\$93,600	\$93,600	\$93,600
Capital Outlay						
7030 Facilities and Improvements	36,181	-	-	20,000	20,000	20,000
Total Capital Outlay	\$36,181	\$0	\$0	\$20,000	\$20,000	\$20,000
Total	\$105,632	\$72,732	\$81,600	\$113,600	\$113,600	\$113,600

Aquatic Center-71035446

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	5,498	5,893	6,500	6,500	6,500	6,500
6004 Program Supplies/Materials	91,200	44	-	-	-	-
6100 Contractual Services	37,223	74,947	8,500	11,500	11,500	11,500
6102 Maintenance Contracts	6,738	11,026	7,000	7,000	7,000	7,000
6400 Utilities	288,620	264,114	313,000	300,000	300,000	300,000
6402 Maintenance Supplies	30,100	41,617	26,500	53,000	53,000	53,000
6432 Janitorial Supplies	23,543	18,645	28,500	28,500	28,500	28,500
Total Materials & Services	\$482,922	\$416,286	\$390,000	\$406,500	\$406,500	\$406,500
Capital Outlay						
7030 Facilities and Improvements	76,973	377,573	-	-	-	-
7032 Facilities Equipment	-	-	-	73,800	73,800	73,800
Total Capital Outlay	\$76,973	\$377,573	\$0	\$73,800	\$73,800	\$73,800
Total	\$559,895	\$793,859	\$390,000	\$480,300	\$480,300	\$480,300

Parks Administration Building-71035447

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	486	490	600	600	600	600
6100 Contractual Services	10,290	8,809	10,000	10,000	10,000	10,000
6102 Maintenance Contracts	-	1,066	3,500	3,500	3,500	3,500
6103 Janitorial Expense	13,650	13,989	14,500	15,000	15,000	15,000
6400 Utilities	19,180	29,041	24,000	26,000	26,000	26,000
6402 Maintenance Supplies	5,017	6,452	7,750	7,750	7,750	7,750
6432 Janitorial Supplies	1,149	1,613	1,700	1,700	1,700	1,700
Total Materials & Services	\$49,772	\$61,460	\$62,050	\$64,550	\$64,550	\$64,550
Capital Outlay						
7030 Facilities and Improvements	139,234	-	-	-	-	-
Total Capital Outlay	\$139,234	\$0	\$0	\$0	\$0	\$0
Total	\$189,006	\$61,460	\$62,050	\$64,550	\$64,550	\$64,550

Jackson Bottom Building-71035448

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,923	2,991	3,200	3,200	3,200	3,200
6100 Contractual Services	3,829	5,686	4,300	5,000	5,000	5,000
6102 Maintenance Contracts	175	-	4,000	4,000	4,000	4,000
6103 Janitorial Expense	17,154	17,701	18,250	18,750	18,750	18,750
6400 Utilities	18,011	17,436	18,250	18,250	18,250	18,250
6402 Maintenance Supplies	3,401	4,637	4,000	4,000	4,000	4,000
6432 Janitorial Supplies	1,108	1,378	2,000	2,000	2,000	2,000
Total Materials & Services	\$46,601	\$49,829	\$54,000	\$55,200	\$55,200	\$55,200
Capital Outlay						
7030 Facilities and Improvements	10,000	-	-	20,000	20,000	20,000
Total Capital Outlay	\$10,000	\$0	\$0	\$20,000	\$20,000	\$20,000
Total	\$56,601	\$49,829	\$54,000	\$75,200	\$75,200	\$75,200



Baseball Stadium-71035449

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	37,189	43,978	45,000	45,000	45,000	45,000
6004 Program Supplies/Materials	35,699	-	-	-	-	-
6100 Contractual Services	42,357	26,161	30,000	40,000	40,000	40,000
6102 Maintenance Contracts	11,880	4,320	15,000	15,000	15,000	15,000
6103 Janitorial Expense	-	-	2,000	2,000	2,000	2,000
6400 Utilities	73,227	78,675	100,000	100,000	100,000	100,000
6402 Maintenance Supplies	25,602	43,929	30,000	30,000	30,000	30,000
Total Materials & Services	\$225,954	\$197,063	\$222,000	\$232,000	\$232,000	\$232,000
Capital Outlay						
7030 Facilities and Improvements	50,000	-	-	50,000	50,000	50,000
Total Capital Outlay	\$50,000	\$0	\$0	\$50,000	\$50,000	\$50,000
Total	\$275,954	\$197,063	\$222,000	\$282,000	\$282,000	\$282,000

Masters House-71035450

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	2,180	1,427	2,100	2,100	2,100	2,100
6102 Maintenance Contracts	-	-	200	200	200	200
6402 Maintenance Supplies	381	37	1,000	1,000	1,000	1,000
Total Materials & Services	\$2,561	\$1,464	\$3,300	\$3,300	\$3,300	\$3,300
Total	\$2,561	\$1,464	\$3,300	\$3,300	\$3,300	\$3,300

McDonald House-71035451

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	-	-	1,000	1,000	1,000	1,000
6100 Contractual Services	1,911	4,250	4,000	4,000	4,000	4,000
6102 Maintenance Contracts	4,170	812	3,500	3,500	3,500	3,500
6103 Janitorial Expense	-	-	5,000	5,000	5,000	5,000
6400 Utilities	6,490	8,826	8,650	8,650	8,650	8,650
6402 Maintenance Supplies	176	10	5,000	5,000	5,000	5,000
6432 Janitorial Supplies	-	-	1,000	1,000	1,000	1,000
Total Materials & Services	\$12,747	\$13,898	\$28,150	\$28,150	\$28,150	\$28,150
Total	\$12,747	\$13,898	\$28,150	\$28,150	\$28,150	\$28,150

53rd Ave Concession Building-71035452

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	500	500	500	500
6102 Maintenance Contracts	-	3,203	500	500	500	500
6103 Janitorial Expense	-	-	1,000	1,000	1,000	1,000
6400 Utilities	-	-	1,000	1,000	1,000	1,000
6402 Maintenance Supplies	1,279	3,703	1,000	1,000	1,000	1,000
Total Materials & Services	\$1,279	\$6,906	\$4,000	\$4,000	\$4,000	\$4,000
Capital Outlay						
7030 Facilities and Improvements	7,090	-	-	-	-	-
Total Capital Outlay	\$7,090	\$0	\$0	\$0	\$0	\$0
Total	\$8,369	\$6,906	\$4,000	\$4,000	\$4,000	\$4,000



Community Center on 53RD-71035453

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	4,000,000	4,000,000	4,000,000	4,000,000
Total Materials & Services	\$0	\$0	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
Capital Outlay						
7030 Facilities and Improvements	-	-	-	5,000,000	5,000,000	5,000,000
Total Capital Outlay	\$0	\$0	\$0	\$5,000,000	\$5,000,000	\$5,000,000
Total	\$0	\$0	\$4,000,000	\$9,000,000	\$9,000,000	\$9,000,000

Brookwood Library-71035460

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	33,828	67,931	50,000	50,000	50,000	50,000
6102 Maintenance Contracts	7,976	7,822	5,000	5,000	5,000	5,000
6103 Janitorial Expense	238,331	245,344	260,000	270,000	270,000	270,000
6400 Utilities	144,170	148,813	175,000	175,000	175,000	175,000
6402 Maintenance Supplies	21,657	15,998	25,000	25,000	25,000	25,000
6432 Janitorial Supplies	20,318	18,575	25,000	25,000	25,000	25,000
Total Materials & Services	\$466,280	\$504,483	\$540,000	\$550,000	\$550,000	\$550,000
Capital Outlay						
7030 Facilities and Improvements	-	-	-	22,500	22,500	22,500
7032 Facilities Equipment	120,357	34,140	7,500	-	-	-
Total Capital Outlay	\$120,357	\$34,140	\$7,500	\$22,500	\$22,500	\$22,500
Total	\$586,637	\$538,623	\$547,500	\$572,500	\$572,500	\$572,500

Shute Park Library-71035461

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	549	572	1,000	1,000	1,000	1,000
6100 Contractual Services	9,765	12,606	15,000	15,000	15,000	15,000
6102 Maintenance Contracts	3,207	1,228	10,000	10,000	10,000	10,000
6103 Janitorial Expense	58,388	67,899	76,000	81,000	81,000	81,000
6400 Utilities	35,116	38,999	45,000	47,000	47,000	47,000
6402 Maintenance Supplies	4,388	6,211	15,000	15,000	15,000	15,000
6432 Janitorial Supplies	6,574	5,369	10,000	8,000	8,000	8,000
Total Materials & Services	\$117,987	\$132,884	\$172,000	\$177,000	\$177,000	\$177,000
Capital Outlay						
7030 Facilities and Improvements	11,686	39,394	50,000	-	-	-
7032 Facilities Equipment	-	-	40,000	-	-	-
Total Capital Outlay	\$11,686	\$39,394	\$90,000	\$0	\$0	\$0
Total	\$129,673	\$172,278	\$262,000	\$177,000	\$177,000	\$177,000

Public Works Warehouse-71035470

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	510	475	500	500	500	500
6102 Maintenance Contracts	5,323	180	3,000	2,000	2,000	2,000
6103 Janitorial Expense	19,493	20,144	21,000	8,000	8,000	8,000
6400 Utilities	32,425	34,341	34,000	34,000	34,000	34,000
6402 Maintenance Supplies	3,097	2,771	8,000	5,000	5,000	5,000
6432 Janitorial Supplies	2,083	1,961	2,300	2,300	2,300	2,300
Total Materials & Services	\$62,931	\$59,872	\$68,800	\$51,800	\$51,800	\$51,800
Total	\$62,931	\$59,872	\$68,800	\$51,800	\$51,800	\$51,800



Public Works Facility New-71035472

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5010 Extra Labor	-	-	-	40,000	40,000	40,000
Total Personnel Services	\$0	\$0	\$0	\$40,000	\$40,000	\$40,000
Materials & Services						
6001 Communications Services	-	-	1,000	2,000	2,000	2,000
6004 Program Supplies/Materials	-	-	-	10,000	10,000	10,000
6100 Contractual Services	623,499	601,923	475,000	50,000	50,000	130,000
6102 Maintenance Contracts	-	-	10,000	10,000	10,000	10,000
6103 Janitorial Expense	-	-	50,000	75,000	75,000	75,000
6400 Utilities	-	867	60,000	90,000	90,000	90,000
6402 Maintenance Supplies	-	-	20,000	25,000	25,000	25,000
6432 Janitorial Supplies	-	-	5,000	7,000	7,000	7,000
Total Materials & Services	\$623,499	\$602,790	\$621,000	\$269,000	\$269,000	\$349,000
Capital Outlay						
7030 Facilities and Improvements	99,260	11,148,620	10,085,248	612,381	612,381	1,418,381
Total Capital Outlay	\$99,260	\$11,148,620	\$10,085,248	\$612,381	\$612,381	\$1,418,381
Special Payments						
8027 Bond Sale Expense	-	-	150,100	-	-	-
Total Special Payments	\$0	\$0	\$150,100	\$0	\$0	\$0
Debt Service						
8100 Bond Principal	-	-	170,000	385,000	385,000	385,000
8101 Bond Interest	-	-	126,431	277,600	277,600	277,600
Total Debt Service	\$0	\$0	\$296,431	\$662,600	\$662,600	\$662,600
Total	\$722,759	\$11,751,410	\$11,152,779	\$1,583,981	\$1,583,981	\$2,469,981

Public Works - Fleet Maint. Shop-71035473

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	-	-	-	250	250	250
6100 Contractual Services	-	-	-	5,000	5,000	5,000
6102 Maintenance Contracts	-	-	-	1,000	1,000	1,000
6103 Janitorial Expense	-	-	-	7,000	7,000	7,000
6400 Utilities	-	-	-	15,000	15,000	15,000
6402 Maintenance Supplies	-	-	-	5,000	5,000	5,000
6432 Janitorial Supplies	-	-	-	1,000	1,000	1,000
Total Materials & Services	\$0	\$0	\$0	\$34,250	\$34,250	\$34,250
Total	\$0	\$0	\$0	\$34,250	\$34,250	\$34,250

Water Ops-71035480

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	520	546	550	600	600	600
6100 Contractual Services	7,348	10,064	7,000	7,300	7,300	7,300
6102 Maintenance Contracts	2,625	460	3,000	3,000	3,000	3,000
6103 Janitorial Expense	16,857	18,780	20,000	20,000	20,000	20,000
6400 Utilities	27,754	29,705	30,000	30,000	30,000	30,000
6402 Maintenance Supplies	5,872	3,421	4,200	4,200	4,200	4,200
6432 Janitorial Supplies	1,265	2,335	1,500	2,000	2,000	2,000
Total Materials & Services	\$62,241	\$65,311	\$66,250	\$67,100	\$67,100	\$67,100
Total	\$62,241	\$65,311	\$66,250	\$67,100	\$67,100	\$67,100

ITF General Operations-71235401

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	5,143	5,165	5,500	5,500	5,500	5,500
6100 Contractual Services	99,814	97,714	95,000	95,000	95,000	95,000
6102 Maintenance Contracts	6,025	-	5,000	5,000	5,000	5,000
6103 Janitorial Expense	2,245	2,312	5,000	5,000	5,000	5,000
6400 Utilities	26,775	27,244	32,000	32,000	32,000	32,000
6402 Maintenance Supplies	1,305	3,374	5,000	5,000	5,000	5,000
6430 Insurance	-	-	6,000	6,000	6,000	6,000
Total Materials & Services	\$141,307	\$135,809	\$153,500	\$153,500	\$153,500	\$153,500
Capital Outlay						
7030 Facilities and Improvements	-	67,446	25,000	-	-	-
Total Capital Outlay	\$0	\$67,446	\$25,000	\$0	\$0	\$0
Contingency						
8300 Contingency	-	-	33,800	29,400	29,400	29,400
Total Contingency	\$0	\$0	\$33,800	\$29,400	\$29,400	\$29,400
Unapprop Fund Bal						
8500 Unapprop Fund Balance	149,884	104,507	-	-	-	-
Total Unapprop Fund Bal	\$149,884	\$104,507	\$0	\$0	\$0	\$0
Total	\$291,191	\$307,762	\$212,300	\$182,900	\$182,900	\$182,900



ITF - PCC-71235403

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	5,642	2,966	7,500	7,500	7,500	7,500
6102 Maintenance Contracts	257	161	2,000	2,000	2,000	2,000
6103 Janitorial Expense	27,680	28,540	30,000	31,000	31,000	31,000
6400 Utilities	11,877	12,127	15,000	15,000	15,000	15,000
6402 Maintenance Supplies	1,466	1,497	3,000	3,000	3,000	3,000
6432 Janitorial Supplies	1,820	1,337	2,500	2,500	2,500	2,500
Total Materials & Services	\$48,742	\$46,628	\$60,000	\$61,000	\$61,000	\$61,000
Total	\$48,742	\$46,628	\$60,000	\$61,000	\$61,000	\$61,000

ITF - Bikepark-71235405

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	3,720	3,774	4,000	4,000	4,000	4,000
6100 Contractual Services	5,421	3,719	6,000	6,000	6,000	6,000
6102 Maintenance Contracts	-	-	2,000	2,000	2,000	2,000
6103 Janitorial Expense	924	975	4,000	4,000	4,000	4,000
6402 Maintenance Supplies	440	-	2,000	2,000	2,000	2,000
6432 Janitorial Supplies	-	-	1,000	1,000	1,000	1,000
Total Materials & Services	\$10,505	\$8,468	\$19,000	\$19,000	\$19,000	\$19,000
Total	\$10,505	\$8,468	\$19,000	\$19,000	\$19,000	\$19,000

ITF - Pacific University-71235418

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	2,628	1,146	4,000	4,000	4,000	4,000
6102 Maintenance Contracts	-	-	2,000	2,000	2,000	2,000
6400 Utilities	7,357	9,178	8,000	9,000	9,000	9,000
6402 Maintenance Supplies	17	-	3,000	3,000	3,000	3,000
Total Materials & Services	\$10,002	\$10,324	\$17,000	\$18,000	\$18,000	\$18,000
Total	\$10,002	\$10,324	\$17,000	\$18,000	\$18,000	\$18,000

Fleet Management

Fleet Management supports City departments in the life cycle process of vehicles and equipment. Fleet manages vehicle maintenance and facilitates the purchase of City vehicles and equipment by providing recommendations, vehicle specifications, and utilizing government pricing contracts to obtain best value. The Fleet section oversees the budget for the 750 Fleet Fund.

Fleet Management-75035600

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	328,606	328,164	339,875	415,630	415,630	415,630
5010 Extra Labor	1,533	501	21,200	21,200	21,200	21,200
5100 Overtime	1,573	1,663	-	-	-	-
5301 Med/Den/Vis Insurance	70,832	74,885	78,112	100,301	100,301	100,301
5303 PERS	33,777	42,283	44,219	61,457	61,457	61,457
5308 VEBA	6,468	6,442	6,788	8,213	8,213	8,213
5309 PERS Stabilization	9,849	-	-	-	-	-
5310 Accrued Payroll Expense	-	3,300	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	34,055	33,864	37,006	46,609	46,609	46,609
Total Personnel Services	\$486,693	\$491,102	\$527,200	\$654,410	\$654,410	\$654,410
Materials & Services						
6000 Office Supplies	1,178	1,068	1,500	1,500	1,500	1,500
6001 Communications Services	616	620	700	1,400	1,400	1,400
6002 Travel/Training/Dues	3,375	3,799	5,000	7,000	7,000	7,000
6003 Postage	7	33	100	100	100	100
6100 Contractual Services	289	729	3,500	3,500	3,500	3,500
6200 Fuel/Oil	472	197	2,500	2,500	2,500	2,500
6201 Fleet Maintenance	1,107	11,587	4,000	4,000	4,000	4,000
6300 Uniforms	2,556	3,194	8,000	8,000	8,000	8,000
6301 Safety Supplies	561	650	2,500	2,500	2,500	2,500
6402 Maintenance Supplies	570	785	1,500	1,500	1,500	1,500
6403 Small Tools and Equipment	5,768	18,259	6,000	8,000	8,000	8,000
6409 Computer Software	1,985	-	2,000	2,000	2,000	2,000
6412 Equipment Rental	-	-	500	500	500	500
6416 Equipment Maintenance	1,067	30	2,000	2,000	2,000	2,000
Total Materials & Services	\$19,551	\$40,951	\$39,800	\$44,500	\$44,500	\$44,500
Capital Outlay						
7032 Facilities Equipment	17,695	22,854	-	-	-	-
7050 Capital Reserve	-	-	1,050,900	1,579,090	1,579,090	1,579,090
Total Capital Outlay	\$17,695	\$22,854	\$1,050,900	\$1,579,090	\$1,579,090	\$1,579,090
Contingency						
8300 Contingency	-	-	150,000	150,000	150,000	150,000
Total Contingency	\$0	\$0	\$150,000	\$150,000	\$150,000	\$150,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	698,840	1,180,651	-	-	-	-
Total Unapprop Fund Bal	\$698,840	\$1,180,651	\$0	\$0	\$0	\$0
Total	\$1,222,779	\$1,735,558	\$1,767,900	\$2,428,000	\$2,428,000	\$2,428,000



Police Fleet Management-75035610

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	228,269	206,660	258,295	235,000	235,000	235,000
Total Materials & Services	\$228,269	\$206,660	\$258,295	\$235,000	\$235,000	\$235,000
Capital Outlay						
7000 Automotive and Equipment	388,096	713,076	801,900	675,900	675,900	675,900
Total Capital Outlay	\$388,096	\$713,076	\$801,900	\$675,900	\$675,900	\$675,900
Total	\$616,365	\$919,736	\$1,060,195	\$910,900	\$910,900	\$910,900

Fire Fleet Management-75035612

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	265,924	275,500	277,401	160,000	160,000	160,000
Total Materials & Services	\$265,924	\$275,500	\$277,401	\$160,000	\$160,000	\$160,000
Capital Outlay						
7000 Automotive and Equipment	55,009	421,458	590,000	1,210,000	1,210,000	1,540,000
Total Capital Outlay	\$55,009	\$421,458	\$590,000	\$1,210,000	\$1,210,000	\$1,540,000
Total	\$320,933	\$696,958	\$867,401	\$1,370,000	\$1,370,000	\$1,700,000

Parks Fleet Management-75035614

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	86,783	62,030	125,742	112,000	112,000	112,000
Total Materials & Services	\$86,783	\$62,030	\$125,742	\$112,000	\$112,000	\$112,000
Capital Outlay						
7000 Automotive and Equipment	117,858	221,325	421,000	447,000	447,000	447,000
Total Capital Outlay	\$117,858	\$221,325	\$421,000	\$447,000	\$447,000	\$447,000
Total	\$204,641	\$283,355	\$546,742	\$559,000	\$559,000	\$559,000

Library Fleet Management-75035616

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	-	-	3,406	1,000	1,000	1,000
Total Materials & Services	\$0	\$0	\$3,406	\$1,000	\$1,000	\$1,000
Capital Outlay						
7000 Automotive and Equipment	-	-	72,000	-	-	-
Total Capital Outlay	\$0	\$0	\$72,000	\$0	\$0	\$0
Total	\$0	\$0	\$75,406	\$1,000	\$1,000	\$1,000

Inform Servs Fleet Mngmnt-75035633

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	1,042	868	3,406	2,000	2,000	2,000
Total Materials & Services	\$1,042	\$868	\$3,406	\$2,000	\$2,000	\$2,000
Capital Outlay						
7000 Automotive and Equipment	20,122	20,852	-	-	-	-
Total Capital Outlay	\$20,122	\$20,852	\$0	\$0	\$0	\$0
Total	\$21,164	\$21,720	\$3,406	\$2,000	\$2,000	\$2,000



Facilities & Fleet Fleet Mngmt-75035635

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	24,879	14,855	24,694	22,000	22,000	22,000
Total Materials & Services	\$24,879	\$14,855	\$24,694	\$22,000	\$22,000	\$22,000
Capital Outlay						
7000 Automotive and Equipment	35,130	48,419	97,000	84,000	84,000	84,000
Total Capital Outlay	\$35,130	\$48,419	\$97,000	\$84,000	\$84,000	\$84,000
Total	\$60,009	\$63,274	\$121,694	\$106,000	\$106,000	\$106,000

Building Fleet Management-75035650

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	4,657	6,290	25,546	23,000	23,000	23,000
Total Materials & Services	\$4,657	\$6,290	\$25,546	\$23,000	\$23,000	\$23,000
Total	\$4,657	\$6,290	\$25,546	\$23,000	\$23,000	\$23,000

PW Transportation Fleet Mngmnt-75035670

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	86,854	88,249	96,983	88,000	88,000	88,000
Total Materials & Services	\$86,854	\$88,249	\$96,983	\$88,000	\$88,000	\$88,000
Total	\$86,854	\$88,249	\$96,983	\$88,000	\$88,000	\$88,000

PW Sani Sewer Fleet Mngmnt-75035672

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	58,814	69,379	50,433	48,000	48,000	48,000
Total Materials & Services	\$58,814	\$69,379	\$50,433	\$48,000	\$48,000	\$48,000
Total	\$58,814	\$69,379	\$50,433	\$48,000	\$48,000	\$48,000

PW Storm Sewer Fleet Mngmnt-75035674

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	83,785	80,975	79,090	72,000	72,000	72,000
Total Materials & Services	\$83,785	\$80,975	\$79,090	\$72,000	\$72,000	\$72,000
Total	\$83,785	\$80,975	\$79,090	\$72,000	\$72,000	\$72,000

Water Fleet Management-75035680

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	83,277	103,845	139,366	122,000	122,000	122,000
Total Materials & Services	\$83,277	\$103,845	\$139,366	\$122,000	\$122,000	\$122,000
Total	\$83,277	\$103,845	\$139,366	\$122,000	\$122,000	\$122,000



Barney Fleet Management-75035684

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6201 Fleet Maintenance	5,282	3,176	1,987	2,000	2,000	2,000
Total Materials & Services	\$5,282	\$3,176	\$1,987	\$2,000	\$2,000	\$2,000
Total	\$5,282	\$3,176	\$1,987	\$2,000	\$2,000	\$2,000

Motor Pool Fleet Management-75035699

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6200 Fuel/Oil	2,028	1,803	3,000	3,000	3,000	3,000
6201 Fleet Maintenance	8,084	3,011	9,651	9,000	9,000	9,000
Total Materials & Services	\$10,112	\$4,814	\$12,651	\$12,000	\$12,000	\$12,000
Capital Outlay						
7000 Automotive and Equipment	-	-	33,000	-	-	-
Total Capital Outlay	\$0	\$0	\$33,000	\$0	\$0	\$0
Total	\$10,112	\$4,814	\$45,651	\$12,000	\$12,000	\$12,000

Capital Improvement Program

- *CIP Summary*
- *Parks & Recreation Projects*
- *Public Works Projects*
- *Water Projects*
- *Facilities Projects*
- *Fleet Replacements*



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 surface and 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 2018-2022 is just over \$484 million. This amount includes \$51.6 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 2017-18, 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.

Parks has about \$43 million in identified projects that are currently unfunded over the next five years. This amount is even greater over the next ten years. Parks has purchased several land parcels, but at this time is unable to develop those properties as there is no funding at this time. However, the City will be building a new community center at the 53rd Avenue Park in the next five years. This project is shown under Facility projects. It is estimated that operating costs for this new facility will be over \$3 million per year and about \$2 million will be offset by user and program fees. This means the City will need to absorb an increase of \$1 million in expenses into its existing funding resources. It is anticipated that increases in property tax revenues as well as other revenues will be sufficient to cover these new expenses.

In addition to existing park projects, an area known as South Hillsboro (SoHi) will be annexed into the City in the next several years and it is projected that SoHi when fully built out in the next 20 years will add an additional 20,000 residents to Hillsboro. Significant park projects have been identified for this area and the City has already purchased three large parcels (62.1 acres) totaling over \$15 million to ensure the City has the necessary land to build these park projects. It is estimated that the City will need to spend over \$63 million on all the park projects in SoHi. Therefore, the City adopted a Park supplemental system development charge for SoHi to fund the capital costs for the park projects. Also, the City will be charging a community service fee on the City's utility bill to property owners in SoHi to help fund the park capital costs. Once all the park projects are on-line, there will be significant operating expenditure increases, which should be offset by the additional property tax revenue generated by SoHi.

Transportation Projects

Transportation projects are funded from several restricted sources of revenue such as State and County gas taxes, traffic impact fees (TIF), the transportation development tax (TDT), and the transportation utility fee (TUF). The TDT and TIF (replaced by the TDT in FY 2009-10) 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 tax revenues have not kept pace with the needs of the City's roadway infrastructure. As a result, the City implemented the transportation utility fee to help pay for the annual pavement management program (PMP). The PMP includes crack sealing, slurry sealing, and overlay maintenance.

In 2012, the City passed an ordinance which called for fully funding the PMP program to eliminate all maintenance deferrals by 2020 bringing all of the City's roadways in to good or better condition. The City's present deferred maintenance value is \$7.3 million. With annual increases scheduled for TUF and continued contributions from gas taxes and the Strategic Investment Program revenues, the City anticipates that the PMP will be fully funded by FY 2017-18 and that deferrals will be eliminated by 2020.



Similar to Parks, the South Hillsboro annexation and development will have a major impact on transportation capital projects. It is estimated that the gap in funding for the needed transportation projects in SoHi is over \$96 million. To ensure the City will have the necessary funds to pay for these projects, the City adopted a supplemental transportation system development charge fee for SoHi. Also, the City established a local improvement district totaling close to \$27 million to help raise the needed revenues to fund the many transportation projects in SoHi in order to allow development to occur.

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 16.4% of customer sewer usage fees and 3.983% of system development charges.

In January 2015, the City implemented a new local service fee of \$2.50 per month per equivalent dwelling unit (EDU). The new fee was established as the result of a service delivery study done by the City which showed that the amount of revenues being retained by the City would not be sufficient to meet future operating and construction expenses and that a local surcharge fee was necessary. The new fees are used to repair, replace, and upgrade the existing infrastructure as well as ensure the City is in compliance with all Federal, State, and local permit requirements. Even with the new fee, the City may not be able to fund over \$6 million in identified projects. The most significant is the continued replacement of old sanitary sewer lines installed in 1911 and 1936. This is an on-going project and the City has already spent over \$3.7 million on the replacements.

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.

Like the sanitary sewer program, a new SWM local service fee of \$1.00 per month per equivalent service unit (ESU) was implemented in January 2015. The same service delivery study 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 was necessary. Even with the new fee, the City will not be able to fund about \$1.6 million of identified capital projects over the next 5 years.

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 the Joint Water Treatment Plant along with Tualatin Valley Water District, the City of Forest Grove, and the City of Beaverton. The Utilities Commission oversees water operations and sets user and system development charge (SDC) fees. The Water Department 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 FY 2017-18 assumes an 11% increase in water rates that will take effect in October 2017.

Over the next 10 years, the City will be spending over \$400 million on a secondary water source so that it can meet water needs for the next 50 years and have redundancy within the water system. The City selected the Willamette River as its second source. The City is partnering with Tualatin Valley Water District to build two large pipelines and a water treatment plant to access the Willamette River. The billion dollar project will require significant capital and eventually operating resources and is expected to be completed in 2025. Through the City's rate study, it has been determined that the City will be able to fund the project, debt service and future operating costs while keeping annual rate increases and SDC fees as reasonable as possible. The FY 2017-18 budget includes \$20.9 million for the Willamette Water Supply projects.

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 Brookwood Library, renovation of the Shute Park Library, construction of a new baseball stadium, and a portion of the construction of the new Public Works facility. The debt service on these bonds except for the Public Works facility 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. The Public Works facility debt is being paid by transportation and surface water management revenues. 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 FY 2017-18 budget includes \$4 million for a Public Safety Training Facility. This training facility will be used by the Fire Department and is expected to include a classroom, burn tower, and tactical building. The City plans to spend \$9 million for design, permitting, and beginning of construction for a new Community Center located at NE 53rd Avenue. It is anticipated that the first phase of this new facility will be completed in FY 20-21. The City's current main Police station is at capacity, so the City has budgeted \$10.25 million to acquire additional land and begin design of a new police station. However, the total project cost is expected to be about \$25 million, but those costs will be incurred in future years. These projects are being funded with Strategic Investment Program and Gain Share revenues (see Revenue Section for a description).

Fleet Replacements

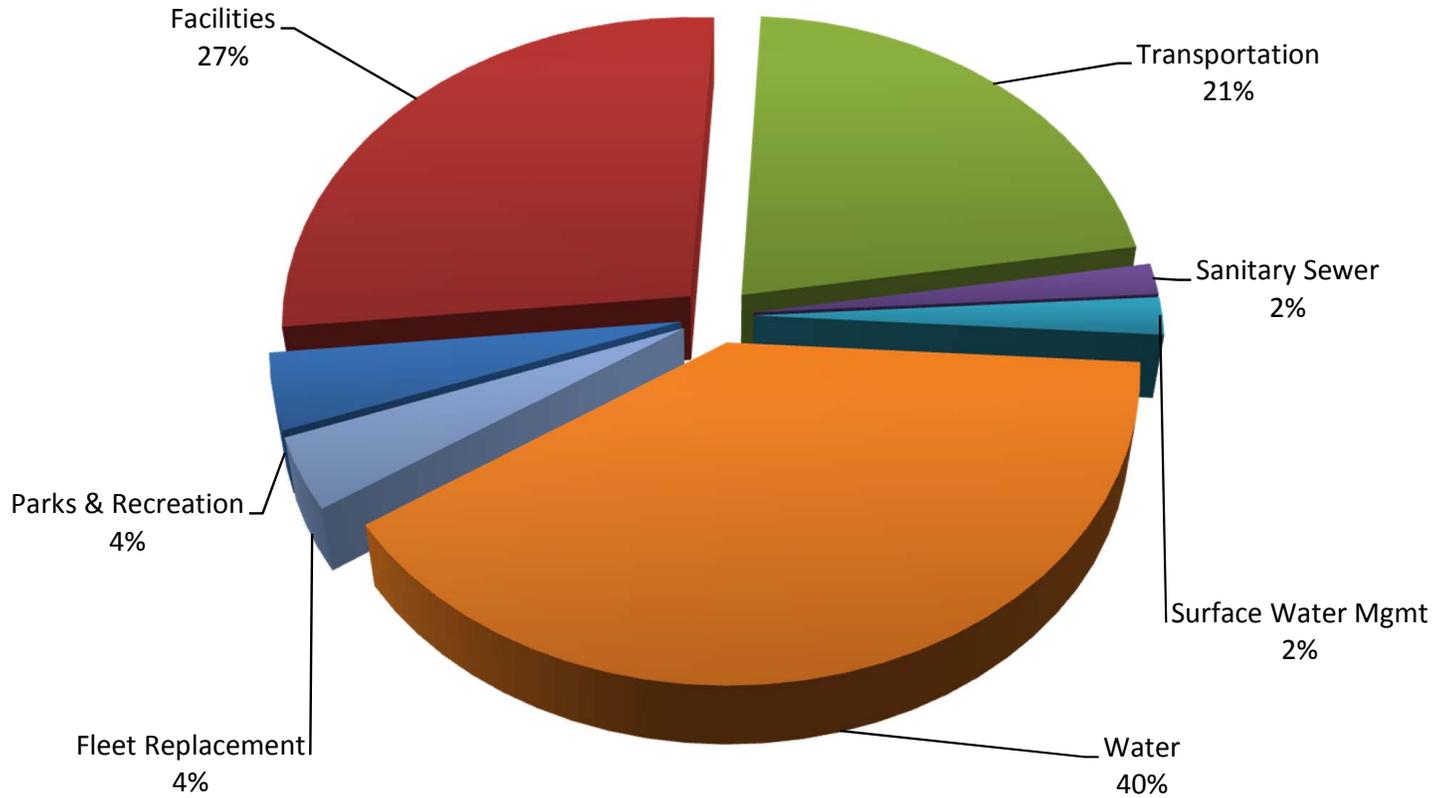
Fleet replacements are included in the CIP section as there is significant investment in the City's fleet on an annual basis. The City's fleet is funded by a variety of resources; enterprise funds pay for their own vehicles, General Fund department's vehicles are paid for with General Fund resources. Each year, the City allocates at least to \$2 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. For FY 2017-18, about \$2.33 million of General Fund resources is going toward vehicle purchases including \$725,000 for a new fire engine. The City is currently working on a citywide replacement schedule as well as a reserve plan so that all future replacement of General Fund vehicles will be funded as replacement is needed.



Summary of Five - Year CIP

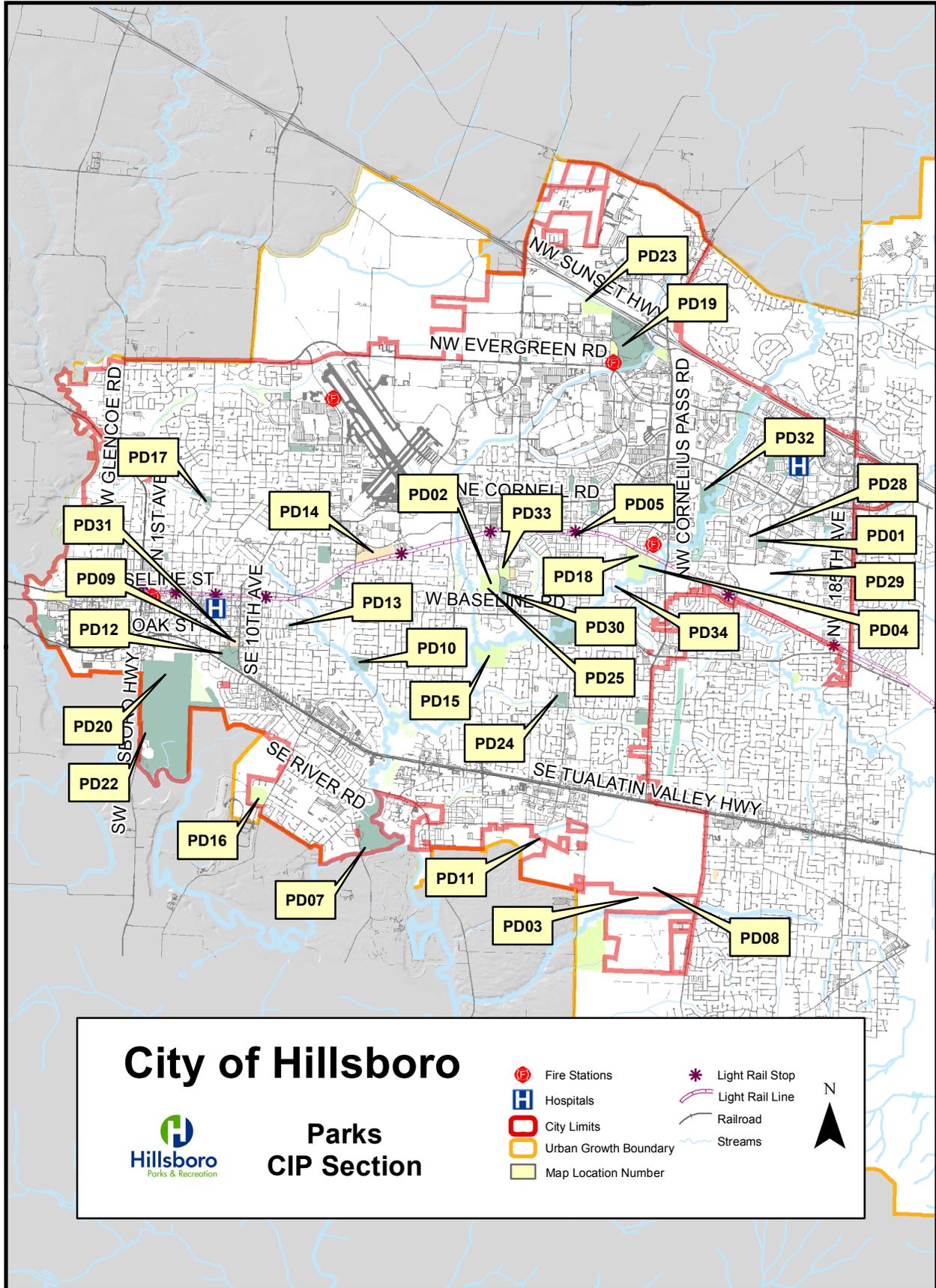
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Total
Parks						
Funded	4,056,250	5,584,750	8,731,250	1,011,250	115,000	19,498,500
Unfunded	-	5,390,000	5,700,000	26,185,000	5,570,000	42,845,000
Public Works						
Transportaton						
Funded	21,952,380	15,160,500	16,646,650	11,560,900	7,485,000	72,805,430
Unfunded	-	550,000	450,000	161,000	164,500	1,325,500
Sanitary Sewer						
Funded	1,647,650	1,560,900	20,000	-	-	3,228,550
Unfunded	-	926,000	1,191,625	2,020,000	2,000,000	6,137,625
Surface Water Management						
Funded	1,991,300	2,829,100	308,600	-	-	5,129,000
Unfunded	-	-	-	211,500	1,088,000	1,299,500
Water						
Funded	40,495,230	49,842,176	33,296,881	68,178,570	53,732,231	245,545,088
Facilities						
Funded	28,057,916	16,905,000	20,770,000	4,970,000	620,000	71,322,916
Fleet Replacement	3,847,400	4,492,028	3,002,756	2,157,082	1,693,130	15,192,396
Sub-total Funded	102,048,126	96,374,454	82,776,137	87,877,802	63,645,361	432,721,880
Sub-total UnFunded	-	6,866,000	7,341,625	28,577,500	8,822,500	51,607,625
Grand Total:	\$ 102,048,126	\$ 103,240,454	\$ 90,117,762	\$ 116,455,302	\$ 72,467,861	\$ 484,329,505

Capital Improvement Projects 2017-18 \$102,048,126



Summary of CIP Projects for FY 2017-18

	Parks & Recreation	Public Works Transportation	Public Works Sanitary Sewer	Public Works Surface Water Management	Water	Facilities	Fleet Replacement	Total
Design/Engineering	425,000	3,152,362	60,000	834,000	2,500,000	4,119,962	-	11,091,324
Construction/Purchase	3,631,250	18,800,018	1,587,650	1,157,300	37,995,230	23,937,954	3,847,400	90,956,802
	\$ 4,056,250	\$ 21,952,380	\$ 1,647,650	\$ 1,991,300	\$ 40,495,230	\$ 28,057,916	\$ 3,847,400	\$ 102,048,126



Parks & Recreation Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
	AmberGlen Park Acquisition	-	-	400,000	-	-	-	-	400,000
	South Hillsboro Neighborhood Park Design & Development: SoHi West, Butternut Creek, Reed's Crossing	-	-	1,950,000	4,100,000	7,700,000	-	-	13,750,000
	Orenco Woods Nature Park Development Phase 2	-	-	175,000	-	-	-	-	175,000
	Rood Bridge Park Boat Launch Repair	-	70,000	235,000	-	-	-	-	305,000
	South Hillsboro BPA & Creek Greenway Trail Corridor - Trail and Amenities Design	-	-	300,000	150,000	-	-	-	450,000
	Turner Creek Park Renovation	-	-	-	188,500	-	-	-	188,500
	Witch Hazel East Park Pre-Design	-	-	-	-	35,000	15,000	-	50,000
	Witch Hazel East Park Acquisition	-	-	881,250	881,250	881,250	881,250	-	3,525,000
	Professional Services for Capital Planning	-	75,000	75,000	75,000	75,000	75,000	75,000	450,000
	Acquisition Support	-	40,000	40,000	40,000	40,000	40,000	40,000	240,000
	Parks, Recreation, and Open Space Master Plan Update	-	-	-	150,000	-	-	-	150,000
Unfunded Projects									
	SHARC Shower and Locker Rooms Renovations	-	-	-	175,000	-	-	-	175,000
	Upgrade and Add Walnut St Park Facilities	-	-	-	340,000	-	-	-	340,000
	AmberGlen Central Park Master Plan	-	-	-	200,000	-	-	-	200,000
	Rock Creek Trail Acquisition Plan & Permitting	-	-	-	120,000	-	-	-	120,000
	Redevelop Fairgrounds Park	-	-	-	-	500,000	8,000,000	-	8,500,000
	Minter Bridge Park Master Plan	-	-	-	100,000	-	-	-	100,000
	ADA Transition Plan Implementation	-	-	-	70,000	70,000	70,000	70,000	280,000
	Parks, Trails, and Open Spaces Natural Resources Management Plan	-	-	-	-	30,000	-	-	30,000
	Develop Minter Bridge Park	-	-	-	-	45,000	3,500,000	-	3,545,000
	Patterson St Master Plan	-	-	-	130,000	-	-	-	130,000
	McDonald House Restoration	-	-	-	-	-	800,000	800,000	1,600,000
	Gordon Faber Recreation Complex Improvements	-	-	-	500,000	200,000	1,350,000	200,000	2,250,000
	Jackson Bottom - Oak Island Marsh - North Trail Extension	-	-	-	70,000	-	-	-	70,000
	BMX and Cycling Track, Pump Track and Skills Course	-	-	-	-	35,000	550,000	-	585,000
	Jackson Bottom Classroom Expansion/Conversion	-	-	-	-	750,000	-	-	750,000
	Crescent Park Greenway Trail Phase 1-3	-	-	-	1,230,000	3,120,000	545,000	-	4,895,000
	Community Gardens	-	-	-	40,000	-	40,000	-	80,000
	Frances St Park Playground Expansion	-	-	-	-	75,000	-	-	75,000
	53rd Ave Community West adjacent to the Community Recreation Center	-	-	-	-	80,000	4,000,000	-	4,080,000
	Patterson St Park Development	-	-	-	-	-	80,000	2,500,000	2,580,000
	AmberGlen Park Blocks Acquisition	-	-	-	-	-	-	500,000	500,000
	AmberGlen Trails Acquisition	-	-	-	-	-	-	1,500,000	1,500,000
	53rd Ave Community Park - Artificial Turf Replacement	-	-	-	1,700,000	-	-	-	1,700,000
	SHARC Improvements and Upgrades	-	-	-	-	-	3,200,000	-	3,200,000
	Orchard Park Shelter	-	-	-	-	85,000	-	-	85,000
	53rd Ave Park NE Development	-	-	-	-	-	2,500,000	-	2,500,000
	Rock Creek Trail Extension Acquisition	-	-	-	450,000	450,000	900,000	-	1,800,000
	Dark Sky Lighting Retrofit	-	-	-	230,000	-	-	-	230,000
	Orenco Plaza Ice Rink Purchase	-	-	-	-	120,000	-	-	120,000
	Sports Field Master Plan	-	-	-	-	40,000	-	-	40,000
	Hamby Park Picnic Shelter	-	-	-	-	100,000	-	-	100,000
	Signage Master Plan	-	-	-	35,000	-	-	-	35,000
	Rock Creek Trail Extension Development	-	-	-	-	-	650,000	-	650,000
Total:		\$ -	\$ 185,000	\$ 4,056,250	\$ 10,974,750	\$ 14,431,250	\$ 27,196,250	\$ 5,685,000	\$ 62,528,500

Five Year CIP									
Funded	-	185,000	4,056,250	5,584,750	8,731,250	1,011,250	115,000	19,683,500	
Unfunded	-	-	-	5,390,000	5,700,000	26,185,000	5,570,000	42,845,000	
Total Five Year CIP:	\$ -	\$ 185,000	\$ 4,056,250	\$ 10,974,750	\$ 14,431,250	\$ 27,196,250	\$ 5,685,000	\$ 62,528,500	



Parks Projects

Project # & Title:	AmberGlen Central Park Frontage Improvements	Scheduled Start:	Active
Map Location:	PD01	Scheduled Completion:	Fall 2017
Department/Division:	Parks & Recreation	Project Status:	Active
Project Description:	Construct half-street frontage improvements along NW Compton Drive - SunCap Development	Funded/Unfunded:	Funded
Operating Impacts:	No impacts until park is redeveloped	Estimated Useful Life:	30 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Total:	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Revenue Funding Source(s):

Park System Development Charge (SDC) Credits	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Total:	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Project # & Title:	South Hillsboro Neighborhood Park Acquisition: Rosedale Parks, Butternut Creek, Reed's Crossing	Scheduled Start:	Active
Map Location:	PD03	Scheduled Completion:	Fall 2020
Department/Division:	Parks & Recreation	Project Status:	Active
Project Description:	Acquire, design, and develop three 5 acre neighborhood parks in South Hillsboro	Funded/Unfunded:	Funded
Operating Impacts:	When the parks are developed there will be increased operating impacts to Parks Maintenance. Acquisition will result in the need for 1 additional FTE in Maintenance's budget and increased utility costs.	Estimated Useful Life:	30 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ -	\$ 1,900,000	\$ 4,000,000	\$ 2,000,000	\$ -	\$ -	\$ 7,900,000
Design & Engineering	-	-	50,000	100,000	-	-	-	150,000
Construction	-	-	-	-	5,700,000	-	-	5,700,000
Total:	\$ -	\$ -	\$ 1,950,000	\$ 4,100,000	\$ 7,700,000	\$ -	\$ -	\$ 13,750,000

Revenue Funding Source(s):

Park System Development Charge (SDC) Credits	\$ -	\$ -	\$ 1,950,000	\$ 4,100,000	\$ 7,700,000	\$ -	\$ -	\$ 13,750,000
Total:	\$ -	\$ -	\$ 1,950,000	\$ 4,100,000	\$ 7,700,000	\$ -	\$ -	\$ 13,750,000

Project # & Title:	Orenco Woods Nature Park Development, Phase 2	Scheduled Start:	
Map Location:	Improvements	Scheduled Completion:	Pending
Department/Division:	PD04	Project Status:	Not Active
Project Description:	Parks & Recreation	Funded/Unfunded:	Funded
Operating Impacts:	Construct Phase 2 Improvements at Orenco Woods Nature Park	Estimated Useful Life:	30 years
	This park opened in winter 2016 so the impacts for Phase 2 will be minimal.		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Total:	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Total:	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000

Project # & Title:	Rood Bridge Park Boat Launch Repair	Scheduled Start:	Active
Map Location:	PD07	Scheduled Completion:	Fall 2017
Department/Division:	Parks & Recreation	Project Status:	Active
Project Description:	Extend the existing boat launch so it has water access year round and make ADA accommodations. Land and Water Conservation Fund (LWCF) grant 50% match.		
Operating Impacts:	None	Funded/Unfunded:	Funded
		Estimated Useful Life:	20 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Construction	-	-	235,000	-	-	-	-	235,000
Total:	\$ -	\$ 70,000	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ 305,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Metro Grant	-	70,000	-	-	-	-	-	70,000
LWCF Grant	-	-	110,000	-	-	-	-	110,000
Total:	\$ -	\$ 70,000	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ 305,000



Project # & Title:	SoHi BPA Corridor & Greenway Trail Corridor - Trail & Recreation System Design	Scheduled Start:	
Map Location:	PD08	Scheduled Completion:	Spring 2018
Department/Division:	Parks & Recreation	Project Status:	Pending
Project Description:	Develop a detailed regional trail alignment and design, and include additional amenities such as off-leash areas	Funded/Unfunded:	Funded
Operating Impacts:	Maintenance and operational impacts will be considered during the design process, but will not be realized until new facilities are built.	Estimated Useful Life:	N/A

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000
Total:	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Park System Development Charge (SDC) Credits	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000
Total:	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000

Project # & Title:	Turner Creek Park Renovation	Scheduled Start:	
Map Location:	PD10	Scheduled Completion:	Summer 2018
Department/Division:	Parks & Recreation	Project Status:	Active
Project Description:	Relocate and replace the playground, add a picnic shelter, add ADA parking, relocate port-a-potty, add walkways and improve dugouts, etc.	Funded/Unfunded:	Funded
Operating Impacts:	None - replacement	Estimated Useful Life:	30 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 188,500	\$ -	\$ -	\$ -	\$ 188,500
Total:	\$ -	\$ -	\$ -	\$ 188,500	\$ -	\$ -	\$ -	\$ 188,500

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
KaBOOM Grant	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ 95,000
Community Foundation Grant	-	-	-	8,500	-	-	-	8,500
General Fund	-	-	-	85,000	-	-	-	85,000
Total:	\$ -	\$ -	\$ -	\$ 188,500	\$ -	\$ -	\$ -	\$ 188,500

Project # & Title:	<u>Witch Hazel East Park Pre-Design</u>	Scheduled Start:	<u></u>
Map Location:	<u>PD10</u>	Scheduled Completion:	<u>Fall 2020</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending property acquisition</u>
Project Description:	<u>Evaluate the impacts of road extension and development review requirements on the future park, site and assess options to subdivide the property based on zoning, proceeds from which can be re-invested in park development and other infrastructure requirements.</u>		
Operating Impacts:	<u>None</u>	Funded/Unfunded:	<u>Funded</u>
		Estimated Useful Life:	<u>N/A</u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Pre-Design	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ 50,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ 50,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ 50,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ 50,000

Project # & Title:	<u>Witch Hazel East Park Acquisition</u>	Scheduled Start:	<u>Active</u>	
Map Location:	<u>PD11</u>	Scheduled Completion:	<u>2017</u>	
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Active</u>	
Project Description:	<u>Acquire park land in Witch Hazel area. Purchase and Sale Agreement is pending signatures as of April 2017.</u>		Funded/Unfunded:	<u>Funded</u>
Operating Impacts:	<u>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.</u>		Estimated Useful Life:	<u>30 years</u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ -	\$ 881,250	\$ 881,250	\$ 881,250	\$ 881,250	\$ -	\$ 3,525,000
Total:	\$ -	\$ -	\$ 881,250	\$ 881,250	\$ 881,250	\$ 881,250	\$ -	\$ 3,525,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ 881,250	\$ 881,250	\$ 881,250	\$ 881,250	\$ -	\$ 3,525,000
Total:	\$ -	\$ -	\$ 881,250	\$ 881,250	\$ 881,250	\$ 881,250	\$ -	\$ 3,525,000



Project # & Title:	<u>Professional Services for Capital Planning</u>	Scheduled Start:	<u>Active</u>
Map Location:	<u>None</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Active</u>
Project Description:	<u>Professional Services for Capital Planning and Development</u>	Funded/Unfunded:	<u>Funded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	<u>N/A</u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Total:	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Total:	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000

Project # & Title:	<u>Acquisition Support</u>	Scheduled Start:	<u>Active</u>
Map Location:	<u>None</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Active</u>
Project Description:	<u>Supporting services, documents to ensure Park acquisitions meet acquisition guidelines</u>	Funded/Unfunded:	<u>Funded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	<u>N/A</u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
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:	<u>Parks, Recreation & Open Space Master Plan Update</u>	Scheduled Start:	<u></u>
Map Location:	<u>None</u>	Scheduled Completion:	<u>2018</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Current Master Plan was adopted in early 2009. Needs to be updated to reflect changes within the City in order to address future needs for parks, trails, open space and recreation facilities.</u>		
Operating Impacts:	<u>None</u>	Funded/Unfunded:	<u>Funded</u>
		Estimated Useful Life:	<u>N/A</u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Plan Development	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Total:	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Total:	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000

Parks Projects- Unfunded

Project # & Title:	<u>SHARC Shower and Locker Rooms Renovations</u>	Scheduled Start:	<u></u>
Map Location:	<u>PD09</u>	Scheduled Completion:	<u>Spring 2017</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending</u>
Project Description:	<u>Renovate and update the men's & women's locker rooms for increased personal privacy and efficiency</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	<u></u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
Total:	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
Total:	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000

Project # & Title:	<u>Upgrade & Add Walnut St Park Facilities</u>	Scheduled Start:	<u></u>
Map Location:	<u>PD13</u>	Scheduled Completion:	<u>2018</u>
Department/Division:	<u>Parks & Recreation</u>	<u>Not Active (Pending Grant Award)</u>	
Project Description:	<u>Upgrade play equipment, site furnishings, etc.</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	<u></u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 340,000
Total:	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 340,000

Revenue Funding Source(s):

Community Development Block Grant	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 340,000
Total:	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 340,000



Project # & Title:	AmberGlen Central Park Master Plan	Scheduled Start:	
Map Location:	PD01	Scheduled Completion:	Spring 2018
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Develop a Master Plan for the AmberGlen Central Park Property	Funded/Unfunded:	Unfunded
Operating Impacts:	No impacts until Park is redeveloped	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Total:	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Total:	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000

Project # & Title:	Rock Creek Trail Acquisition Plan & Permitting	Scheduled Start:	
Map Location:	None	Scheduled Completion:	Ongoing
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Opportunities & constraints analysis, alignment options, partnership development, funding plan and priorities.	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
Total:	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
Total:	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000

Project # & Title:	Redevelop Fairgrounds Park	Scheduled Start:	
Map Location:	PD14	Scheduled Completion:	2020
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Design, permit and re-develop Fairgrounds Sports Complex, including a covered sports pavilion	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.	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	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):

Unidentified	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 8,000,000	\$ -	\$ 8,500,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 8,000,000	\$ -	\$ 8,500,000

Project # & Title:	Minter Bridge Park Master Plan	Scheduled Start:	
Map Location:	PD16	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Develop a Park Master Plan for this undeveloped park property	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000

Project # & Title:	ADA Transition Plan Implementation	Scheduled Start:	
Map Location:	None	Scheduled Completion:	Ongoing
Department/Division:	Parks & Recreation	Project Status:	Pending
Project Description:	Complete a variety of improvements to address needs identified in the ADA Transition Plan, including facility upgrades, infrastructure replacement, signage and access improvements.		
		Funded/Unfunded:	Unfunded
		Estimated Useful Life:	
Operating Impacts:	No increase, however, existing operations will be more efficient and the play equipment will meet ADA standards		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 280,000
Total:	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 280,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 280,000
Total:	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 280,000



Project # & Title:	Natural Resources Management Plan for all Natural Areas, Open Spaces, Parks and Trails	Scheduled Start:	
Map Location:	None	Scheduled Completion:	2018
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Develop a Natural Resources Management Plan for existing park, trail, natural areas and open spaces inventory	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Planning	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000

Project # & Title:	Develop Minter Bridge Park	Scheduled Start:	
Map Location:	PD16	Scheduled Completion:	2020
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Design, permit and build Minter Bridge Park	Funded/Unfunded:	Unfunded
Operating Impacts:	Unknown at this time	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	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:	<u>Patterson Street Master Plan</u>	Scheduled Start:	<u> </u>
Map Location:	<u>None</u>	Scheduled Completion:	<u>2019</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Develop a Park Master Plan for this undeveloped park property</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	<u> </u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ 130,000
Total:	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ 130,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ 130,000
Total:	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ 130,000

Project # & Title:	<u>McDonald House Restoration</u>	Scheduled Start:	<u> </u>
Map Location:	<u>PD18</u>	Scheduled Completion:	<u>2021</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending</u>
Project Description:	<u>Restoration of the McDonald House as identified in the Restoration Plan</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>Minimal impact to operating</u>	Estimated Useful Life:	<u> </u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ 1,600,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ 1,600,000

Revenue Funding Source(s):

Grants/Private Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ 1,600,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ 1,600,000

Project # & Title:	<u>Gordon Faber Recreation Complex (GFRC) Improvements</u>	Scheduled Start:	<u> </u>
Map Location:	<u>PD19</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending</u>
Project Description:	<u>Improve & Renovate GFRC facilities including replacing Hillsboro Stadium all weather turf, new stadium video</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None - improvements to existing facility</u>	Estimated Useful Life:	<u> </u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ 1,350,000	\$ 200,000	\$ 2,250,000
Total:	\$ -	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ 1,350,000	\$ 200,000	\$ 2,250,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ 1,350,000	\$ 200,000	\$ 2,250,000
Total:	\$ -	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ 1,350,000	\$ 200,000	\$ 2,250,000



Project # & Title: Jackson Bottom - Oak Island Marsh - North Trail		Scheduled Start:
Project # & Title: Extension		
Map Location: PD20		Scheduled Completion: 2018
Department/Division: Parks & Recreation		Project Status: Not Active
Project Description: Extend the Oak Island Marsh Trail to the North for eventual connector to downtown		Funded/Unfunded: Unfunded
Operating Impacts: None - Improvements to existing facility		Estimated Useful Life:

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Construction	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Total:	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Total:	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

Project # & Title: BMX and Cycling Track, Pump Track and Skills Course		Scheduled Start:
Map Location: PD21		
Department/Division: Parks & Recreation		Scheduled Completion: 2019
Project Description: Locate, design and develop a bike facility to accommodate bmx, pump track and mountain bike skills course		Project Status: Not Active
Operating Impacts: None - improvements to existing facility		Funded/Unfunded: Unfunded
		Estimated Useful Life:

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000
Construction	-	-	-	-	-	550,000	-	550,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 550,000	\$ -	\$ 585,000

Revenue Funding Source(s):

Park System Dev Charge (SDC) and General Fund	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 550,000	\$ -	\$ 585,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 550,000	\$ -	\$ 585,000

Project # & Title: Jackson Bottom Classroom expansion / conversion		Scheduled Start:
Map Location: PD22		
Department/Division: Parks & Recreation		Scheduled Completion: 2018
Project Description: Improve and expand classroom to upstairs, add elevator		Project Status: Not Active
Operating Impacts: None - improvements to existing facility		Funded/Unfunded: Unfunded
		Estimated Useful Life:

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Construction	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 750,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 750,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 750,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 750,000

Project # & Title:	<u>Crescent Park Greenway Trail, Phase 1 - 3</u>	Scheduled Start:	
Map Location:	<u>PD23</u>	Scheduled Completion:	<u>2018, 2019, 2020</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending</u>
Project Description:	<u>Plan and Develop Phase 1 Crescent Park Greeway Trail, GFRC to Jackson School Road</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ 30,000	\$ 120,000	\$ 45,000	\$ -	\$ 195,000
Construction	-	-	-	1,200,000	3,000,000	500,000	-	4,700,000
Total:	\$ -	\$ -	\$ -	\$ 1,230,000	\$ 3,120,000	\$ 545,000	\$ -	\$ 4,895,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 1,230,000	\$ 3,120,000	\$ 545,000	\$ -	\$ 4,895,000
Total:	\$ -	\$ -	\$ -	\$ 1,230,000	\$ 3,120,000	\$ 545,000	\$ -	\$ 4,895,000

Project # & Title:	<u>Community Gardens</u>	Scheduled Start:	
Map Location:	<u>None</u>	Scheduled Completion:	<u>2018, 2020</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Pending</u>
Project Description:	<u>Design, permit and build Community Gardens in underserved areas of Hillsboro</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None</u>	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
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:	<u>Frances St Park Playground Expansion</u>	Scheduled Start:	
Map Location:	<u>PD24</u>	Scheduled Completion:	<u>2018</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Develop additional playground facility at Frances St in existing unused area.</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:		Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Construction	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000



Project # & Title:	53rd Avenue Community Park West, adjacent to Community Recreation Center	Scheduled Start:	
Map Location:	PD25	Scheduled Completion:	2020
Department/Division:	Parks & Recreation	Project Status:	Pending
Project Description:	Design, permit and build the park portion at 53rd Avenue West	Funded/Unfunded:	Unfunded
Operating Impacts:	Minimal impact to operating costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ 80,000
Construction	-	-	-	-	-	4,000,000	-	4,000,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 4,000,000	\$ -	\$ 4,080,000

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 4,000,000	\$ -	\$ 4,080,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 4,000,000	\$ -	\$ 4,080,000

Project # & Title:	Patterson St Park Development	Scheduled Start:	
Map Location:	PD27	Scheduled Completion:	2021
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Design, permit and build park including a large pond in coordination with Metro at Patterson St. properties	Funded/Unfunded:	Unfunded
Operating Impacts:	Unknown at this time	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000
Construction	-	-	-	-	-	-	2,500,000	2,500,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 2,500,000	\$ 2,580,000

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 2,500,000	\$ 2,580,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 2,500,000	\$ 2,580,000

Project # & Title:	AmberGlen Park Blocks Acquisition	Scheduled Start:	
Map Location:	PD28	Scheduled Completion:	2021
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Acquire park block identified in the AmberGlen Community Plan	Funded/Unfunded:	Unfunded
Operating Impacts:	Unknown at this time	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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:	AmberGlen Trails Acquisition	Scheduled Start:	
Map Location:	PD29	Scheduled Completion:	2021
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Acquire trail easements for trails identified in the AmberGlen Community Plan	Funded/Unfunded:	Unfunded
Operating Impacts:	Unknown at this time	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
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:	53rd Avenue Community Park - Artificial Turf Replacement	Scheduled Start:	
Map Location:	PD30	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Pending
Project Description:	Replace artificial turf at 53rd Avenue Community Park due to wear and tear including drainage improvements	Funded/Unfunded:	Unfunded
Operating Impacts:	Unknown at this time	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Construction	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 1,700,000
Total:	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 1,700,000

Revenue Funding Source(s):

General Fund or Other Discretionary Funds	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 1,700,000
Total:	\$ -	\$ -	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 1,700,000



Project # & Title:	<u>SHARC Improvements and Upgrades</u>	Scheduled Start:	
Map Location:	<u>PD31</u>	Scheduled Completion:	<u>2021</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Renovation to support increased programming and remain modern and competitive.</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>Minimal impacts</u>	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000

Revenue Funding Source(s):

General Fund or Other Discretionary Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000

Project # & Title:	<u>Orchard Park Shelter</u>	Scheduled Start:	
Map Location:	<u>PD32</u>	Scheduled Completion:	<u>Winter 2019</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Permit and construct a small shelter at Orchard Park</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>None. This park is developed and adding a small shelter can be accommodated with the existing level of maintenance.</u>		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
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:	<u>53rd Avenue Park NE Development</u>	Scheduled Start:	
Map Location:	<u>PD33</u>	Scheduled Completion:	<u>2021</u>
Department/Division:	<u>Parks & Recreation</u>	Project Status:	<u>Not Active</u>
Project Description:	<u>Develop the NE portion of the 53rd Ave Park Campus</u>	Funded/Unfunded:	<u>Unfunded</u>
Operating Impacts:	<u>Unknown at this time</u>		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
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:	Rock Creek Trail Extension Acquisition	Scheduled Start:	
Map Location:	PD34	Scheduled Completion:	Ongoing
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Acquire property and/or easements for additional segments of the Rock Creek Trail	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 900,000	\$ -	\$ 1,800,000
Total:	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 900,000	\$ -	\$ 1,800,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 900,000	\$ -	\$ 1,800,000
Total:	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ 900,000	\$ -	\$ 1,800,000

Project # & Title:	Dark Sky Lighting Retrofit	Scheduled Start:	
Map Location:	None	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Replace the Shute Park lighting system with Dark Sky compliant infrastructure	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000
Total:	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000
Total:	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000

Project # & Title:	Orenco Plaza Ice Rink Purchase	Scheduled Start:	
Map Location:	None	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Purchase a season ice rink for Orenco Plaza	Funded/Unfunded:	Unfunded
Operating Impacts:	None, proposal involves purchasing rather than renting this ice rink on an annual basis	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Purchase	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000



Project # & Title:	Sports Field Master Plan	Scheduled Start:	
Map Location:	None	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Complete and Inventory and Needs Analysis and Preliminary Recommendations for upgraded and new facilities	Funded/Unfunded:	Unfunded
Operating Impacts:		Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Planning	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000

Project # & Title:	Hamby Park Picnic Shelter	Scheduled Start:	
Map Location:	PD	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Replace the Hamby Park Picnic Shelter	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Planning	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

Revenue Funding Source(s):

General Fund	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

Project # & Title:	Signage Master Plan	Scheduled Start:	
Map Location:	None	Scheduled Completion:	2019
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Develop a signage and wayfinding master plan with specifications and design details for all outdoor and indoor facilities	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Planning	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Total:	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000

Revenue Funding Source(s):

Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Total:	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000

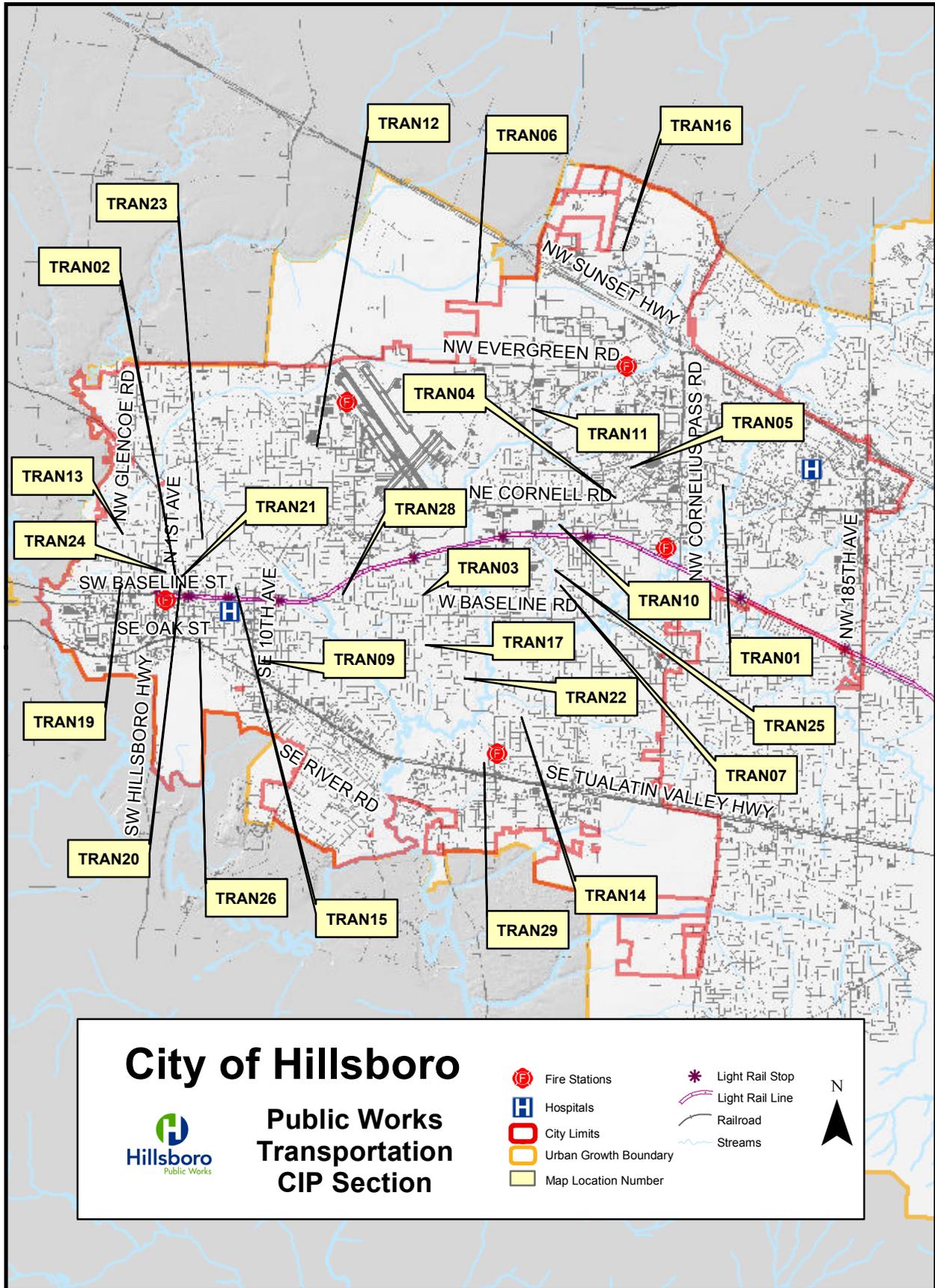
Project # & Title:	Rock Creek Trail Extension Development	Scheduled Start:	
Map Location:	PD34	Scheduled Completion:	2021
Department/Division:	Parks & Recreation	Project Status:	Not Active
Project Description:	Develop a next segment of the Rock Creek Trail	Funded/Unfunded:	Unfunded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000

Revenue Funding Source(s):

	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Park System Development Charge (SDC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000



City of Hillsboro



Public Works Transportation CIP Section

- Fire Stations
- Hospitals
- City Limits
- Urban Growth Boundary
- Map Location Number
- Light Rail Stop
- Light Rail Line
- Railroad
- Streams



*TRAN08, Project 10814 - Sidewalk Minor Betterment Program, not shown (project location TBD)

*TRAN18, Project 10972 - Wayfinding Development, not shown (project location TBD)

*TRAN27, Project 11133 - Street Name Changes, not shown (project location TBD)

Public Works Transportation Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
	TUF - Pavement Management Program	15,779,737	3,025,470	3,776,330	4,245,500	6,320,250	7,350,900	7,350,000	47,848,187
10088	Sidewalk and Tree Grate Repair	198,098	7,000	5,000	-	-	-	-	210,098
10468	NE 28th Avenue Improvements	6,588,851	1,777,000	30,000	1,620,000	-	-	-	10,015,851
10528	231st Widening at Cornell	113,319	737,500	925,000	10,000	-	-	-	1,785,819
10691	Traffic Signal Timing Enhancements	30,157	15,000	15,000	15,000	15,000	15,000	15,000	120,157
10705	253rd Extension Project	7,814,971	5,280,000	2,540,000	-	-	-	-	15,634,971
10767	ADA Ramp Upgrades	176,242	50,000	50,000	30,000	30,000	30,000	30,000	396,242
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	507,698	850,000	20,000	-	-	-	-	1,377,698
10875	NE Campus Ct to NE Ray Cir (Cherry Dr) Extension	133,269	737,500	1,860,000	20,000	-	-	-	2,750,769
10891	LED Street Lighting Upgrades	260,439	200,000	-	-	-	-	-	460,439
10895	Griffin Oaks Pavement Replacement	81,973	565,800	1,048,800	13,800	-	-	-	1,710,373
10896	Reconstruction of Forest St at Freeman	2,550	275,000	288,000	13,800	-	-	-	579,350
10900	Golden Road - Brookwood to Imlay	190,117	1,688,000	276,000	800,400	2,318,400	20,000	-	5,292,917
10904	Pedestrian Activated Beacon Crosswalks Century Blvd	30,729	20,000	20,000	20,000	20,000	20,000	20,000	150,729
10941	Extension North of Jacobson Rd	1,226,382	2,251,079	2,187,350	29,100	-	-	-	5,693,911
10971	Cedar Street Widening	153,660	1,440,000	3,320,000	2,552,000	24,000	-	-	7,489,660
10972	Wayfinding Development	175,655	650,000	420,000	-	-	-	-	1,245,655
10987	Freeman Reconstruction - South of Main Street	-	25,730	150,000	249,500	10,000	-	-	435,230
10994	Primrose Alley Reconstruction	74	162,500	91,000	-	-	-	-	253,574
11004	Downtown Core Enhancements	98,878	1,500,000	10,000	-	-	-	-	1,608,878
11010	SW Brookwood - SW Bentley Safety Project	21,441	110,000	-	-	-	-	-	131,441
11032	Jackson School Rd Bike/PED (Grant to Evergreen)	123,062	2,440,000	2,800,000	3,115,000	6,950,000	4,075,000	20,000	19,523,062
11080	Lincoln/2nd St Improvements	-	934,800	1,016,800	-	-	-	-	1,951,600
11081	Hidden Creek (NE 49th Ave to NE 53rd Ave)	-	180,000	562,500	2,330,000	909,000	-	-	3,981,500
11088	Stagg Property Alley Reconstruction	-	24,600	270,600	16,400	-	-	-	311,600
11133	Street Name Changes	-	-	220,000	30,000	-	-	-	250,000



Public Works Transportation Projects Summary (Continued)

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
Unfunded Projects									
10343	NE 24th Avenue Improvements	1,038	-	-	-	-	141,000	164,500	306,538
10899	SE 48th and 49th Ave Reconstruction	1,337	-	-	550,000	450,000	20,000		1,021,337
Total:		\$ 33,709,677	\$ 24,996,979	\$ 21,952,380	\$ 15,710,500	\$ 17,096,650	\$ 11,721,900	\$ 7,649,500	\$ 132,837,586

Five Year CIP									
Funded		33,707,302	24,996,979	21,952,380	15,160,500	16,646,650	11,560,900	7,485,000	131,259,711
Unfunded		2,375	-	-	550,000	450,000	161,000	164,500	1,327,875
Total Five Year CIP:		\$ 33,709,677	\$ 24,996,979	\$ 21,952,380	\$ 15,710,500	\$ 17,096,650	\$ 11,721,900	\$ 7,649,500	\$ 132,587,586

Project # & Title:	<u>TUF - Pavement Management Program</u>	Scheduled Start:	<u>Ongoing</u>
Map Location:	<u>Various locations throughout the City</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Public Works - Engineering</u>	Project Status:	<u>Active</u>
Project Description:	<u>Annual crack sealing, slurry sealing, micro-surfacing, dig outs, and overlay maintenance of roadways within the City of Hillsboro.</u>	Funded/Unfunded:	<u>Funded</u>
Operating Impacts:	<u>Annual maintenance</u>	Estimated Useful Life:	<u></u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 2,343,490	\$ 303,000	\$ 276,330	\$ 245,500	\$ 320,250	\$ 350,900	\$ 350,000	\$ 4,189,470
Construction	13,436,247	2,722,470	3,500,000	4,000,000	6,000,000	7,000,000	7,000,000	43,658,717
Total:	\$ 15,779,737	\$ 3,025,470	\$ 3,776,330	\$ 4,245,500	\$ 6,320,250	\$ 7,350,900	\$ 7,350,000	\$ 47,848,187

Revenue Funding Source(s):								
TUF - Pavement Management	\$ 5,179,989	\$ 725,470	\$ 976,330	\$ 1,445,500	\$ 3,520,250	\$ 4,550,900	\$ 4,550,000	\$ 20,948,439
General Fund	650,000	-	-	-	-	-	-	650,000
Transportation Fund	5,500,000	500,000	500,000	500,000	500,000	500,000	500,000	8,500,000
Strategic Investment Program (SIP)	3,750,000	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	15,250,000
TUF - Pathways	699,748	300,000	300,000	300,000	300,000	300,000	300,000	2,499,748
Total:	\$ 15,779,737	\$ 3,025,470	\$ 3,776,330	\$ 4,245,500	\$ 6,320,250	\$ 7,350,900	\$ 7,350,000	\$ 47,848,187

Project # & Title:	<u>10088 - Sidewalk and Tree Grate Repair</u>	Scheduled Start:	<u>Ongoing</u>
Map Location:	<u>TRAN02</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Public Works - Engineering</u>	Project Status:	<u>Active</u>
Project Description:	<u>Repair of sidewalks and tree grates within downtown.</u>	Funded/Unfunded:	<u>Funded</u>
Operating Impacts:	<u>None - Replacement and improvement of existing infrastructure</u>	Estimated Useful Life:	<u></u>

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 89,896	\$ 7,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 101,896
Construction	108,202	-	-	-	-	-	-	108,202
Total:	\$ 198,098	\$ 7,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 210,098

Revenue Funding Source(s):								
Special Assessment Fund	\$ 198,098	\$ 7,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 210,098
Total:	\$ 198,098	\$ 7,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 210,098



Project # & Title:	10468 - NE 28th Avenue Improvements	Scheduled Start:	June 15, 2010
Map Location:	TRAN03	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The 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.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

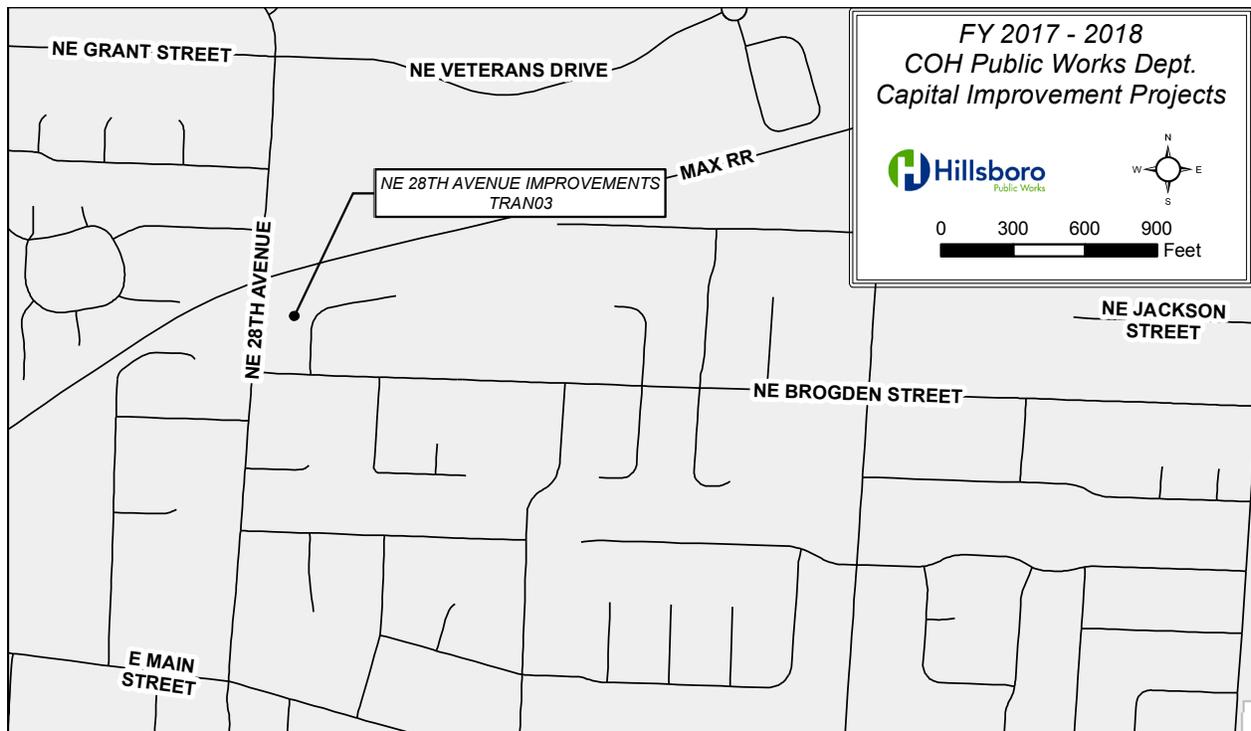
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ 683,497	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 723,497
Design & Engineering	1,457,795	257,000	10,000	100,000	-	-	-	1,824,795
Construction	4,447,559	1,500,000	20,000	1,500,000	-	-	-	7,467,559
Total:	\$ 6,588,851	\$ 1,777,000	\$ 30,000	\$ 1,620,000	\$ -	\$ -	\$ -	\$ 10,015,851

Revenue Funding Source(s):

Transportation Impact								
Fee - Arterial	\$ 6,588,851	\$ 1,777,000	\$ 30,000	\$ 1,620,000	\$ -	\$ -	\$ -	\$ 10,015,851
Total:	\$ 6,588,851	\$ 1,777,000	\$ 30,000	\$ 1,620,000	\$ -	\$ -	\$ -	\$ 10,015,851

Operating Budget Impact:

Additional FTE	-	-	1.00	-	-	-	-	1.00
Department Expenses	\$ -	\$ -	\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155
Total:	\$ -	\$ -	\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155



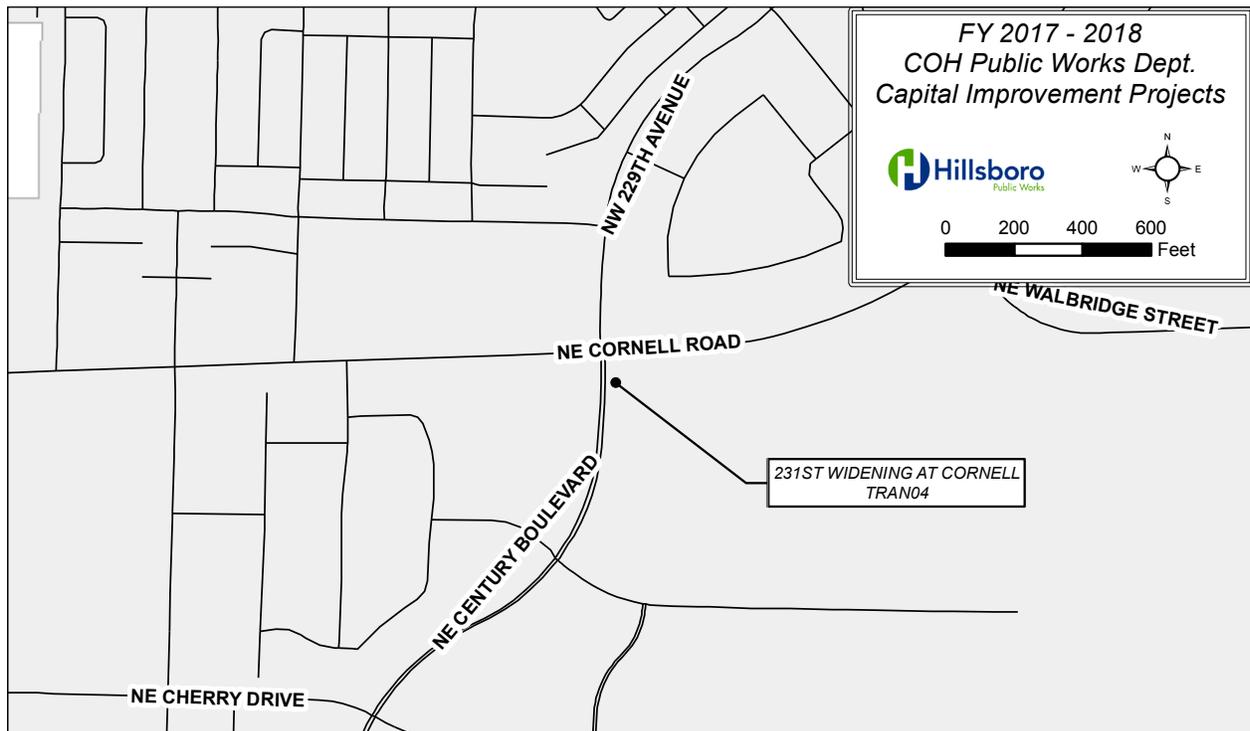
Project # & Title:	10528 - 231st Widening at Cornell	Scheduled Start:	November 15, 2013
Map Location:	TRAN04	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	As part of development in Orenco Station area, there is requirement to widen 231st Avenue on both sides starting at Cornell Road and going approximately 500 feet south. To move this project along, sensitive environment on both sides of 231st and adjoining park will be evaluated. After evaluation, Army Corps of Engineers/Department of State Lands (COE/DSL) and any other necessary environmental permits will be obtained.	Funded/Unfunded:	Funded
Operating Impacts:	None - Improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ 42,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,000
Design & Engineering	71,319	212,500	25,000	-	-	-	-	308,819
Construction	-	400,000	900,000	10,000	-	-	-	1,310,000
Total:	\$ 113,319	\$ 737,500	\$ 925,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 1,785,819

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
Transportation Development Tax (TDT)	\$ 113,319	\$ 737,500	\$ 925,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 1,785,819
Total:	\$ 113,319	\$ 737,500	\$ 925,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 1,785,819





Project # & Title:	10705 - 253rd Extension and Meek Road Closure	Scheduled Start:	April 13, 2012
Map Location:	TRAN06	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
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 Avenue will have 12-foot travel lanes and 6 foot paved shoulders. Storm water will be piped to water quality ponds. The storm water quality ponds will be sized to provide water quality for the ultimate roadway improvements. The road will require two stream crossings which will be installed at the ultimate three lane width to accommodate the future expansion of the road. The project also provides mitigation of wetlands and buffers for the ultimate roadway improvements.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

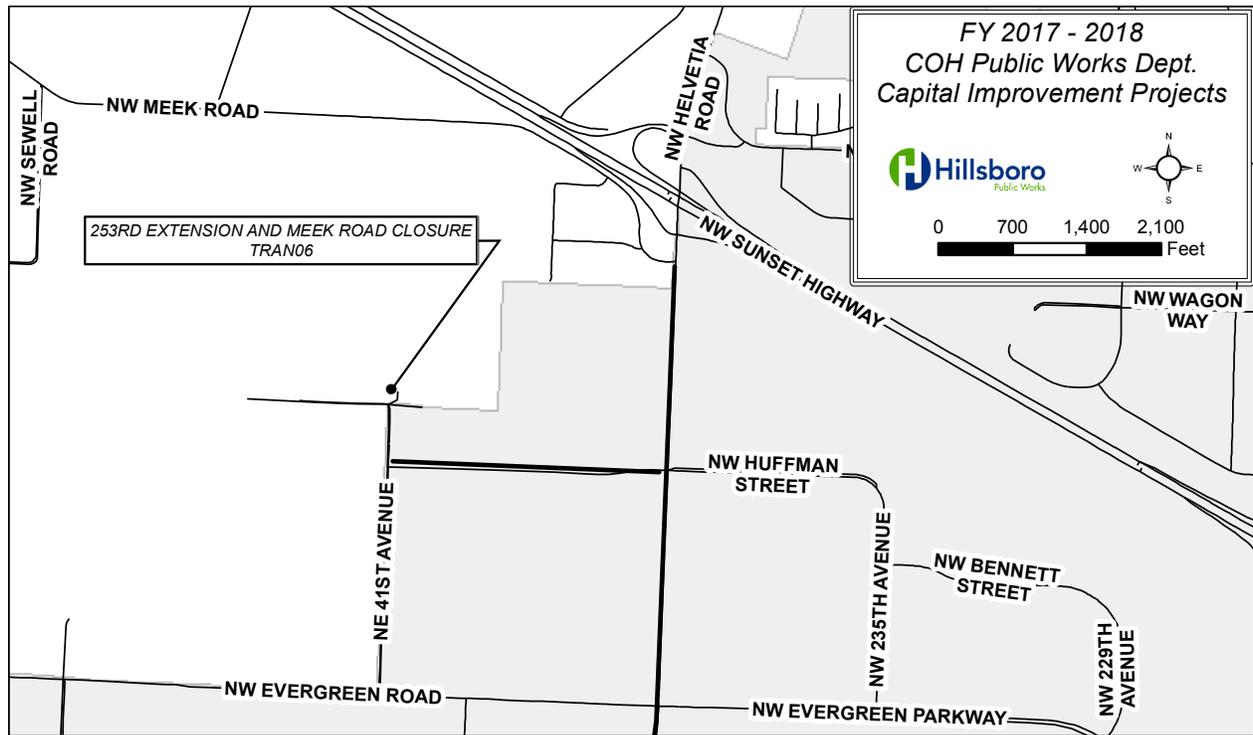
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ 4,148,071	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,148,071
Design & Engineering	1,498,249	80,000	70,000	-	-	-	-	1,648,249
Construction	2,168,651	5,200,000	2,470,000	-	-	-	-	9,838,651
Total:	\$ 7,814,971	\$ 5,280,000	\$ 2,540,000	\$ -	\$ -	\$ -	\$ -	\$ 15,634,971

Revenue Funding Source(s):

Transportation Impact Fee - Collector	\$ 1,552,810	\$ 247,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000
Oregon Department of Transportation (OJTA)	6,262,161	5,032,810	2,540,000	-	-	-	-	13,834,971
Total:	\$ 7,814,971	\$ 5,280,000	\$ 2,540,000	\$ -	\$ -	\$ -	\$ -	\$ 15,634,971

Operating Budget Impact:

Additional FTE	-	-	1.00	-	-	-	-	1.00
Department Expenses	\$ -	\$ -	\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155
Total:	\$ -	\$ -	\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155





Project # & Title:	10691 - Traffic Signal Timing Enhancements	Scheduled Start:	Ongoing
Map Location:	Various locations throughout the City	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will address modifications or enhancements to traffic signal timing at various City owned traffic signals on an as-needed basis.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ 30,157	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 120,157
Total:	\$ 30,157	\$ 15,000	\$ 120,157					

Revenue Funding Source(s):

Transportation Fund	\$ 30,157	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 120,157
Total:	\$ 30,157	\$ 15,000	\$ 120,157					

Project # & Title:	10767 - ADA Ramps Upgrades	Scheduled Start:	Ongoing
Map Location:	Various locations throughout the City	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Install and upgrade 20 to 25 pedestrian ramps to meet current ADA requirements, as part of the City's ADA transition plan.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 3,137	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 6,137
Construction	173,105	49,500	49,500	29,500	29,500	29,500	29,500	390,105
Total:	\$ 176,242	\$ 50,000	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,242

Revenue Funding Source(s):

Transportation Pathways Fund	\$ 176,242	\$ 50,000	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,242
Total:	\$ 176,242	\$ 50,000	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,242

Project # & Title:	10814 - Sidewalk Minor Betterment Program	Scheduled Start:	Ongoing
Map Location:	TRAN08	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	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	Scheduled Start:	February 14, 2014
Map Location:	TRAN09	Scheduled Completion:	October 15, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The 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.	Funded/Unfunded:	Funded
Operating Impacts:	Maintenance - investing in sidewalks to add benefits to the community	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

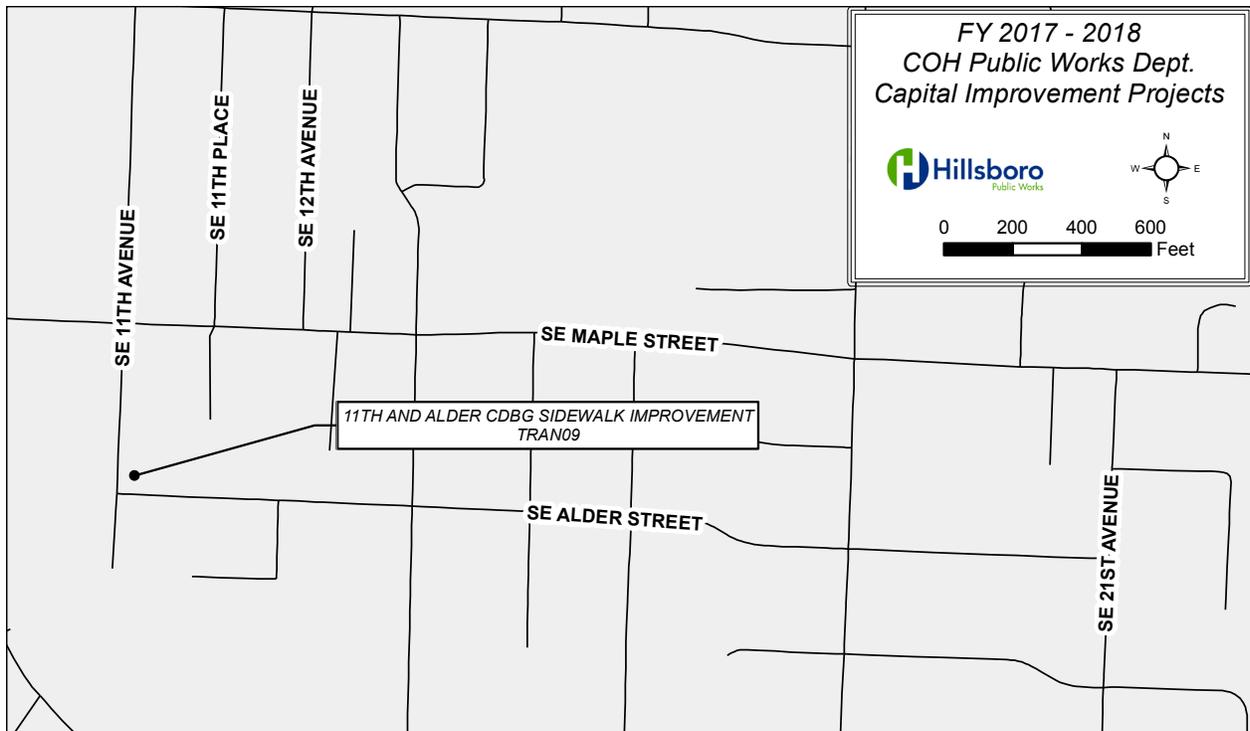
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ 15,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,600
Design & Engineering	75,723	50,000	-	-	-	-	-	125,723
Construction	416,375	800,000	20,000	-	-	-	-	1,236,375
Total:	\$ 507,698	\$ 850,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 1,377,698

Revenue Funding Source(s):

Transportation Pathways Fund	\$ 507,698	\$ 275,799	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 803,497
Community Development Block Grant	-	574,201	-	-	-	-	-	574,201
Total:	\$ 507,698	\$ 850,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 1,377,698

Operating Budget Impact:

Additional FTE	-	-	1.00	-	-	-	-	1.00
Department Expenses			\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155
Total:	\$ -	\$ -	\$ 66,518	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 353,155



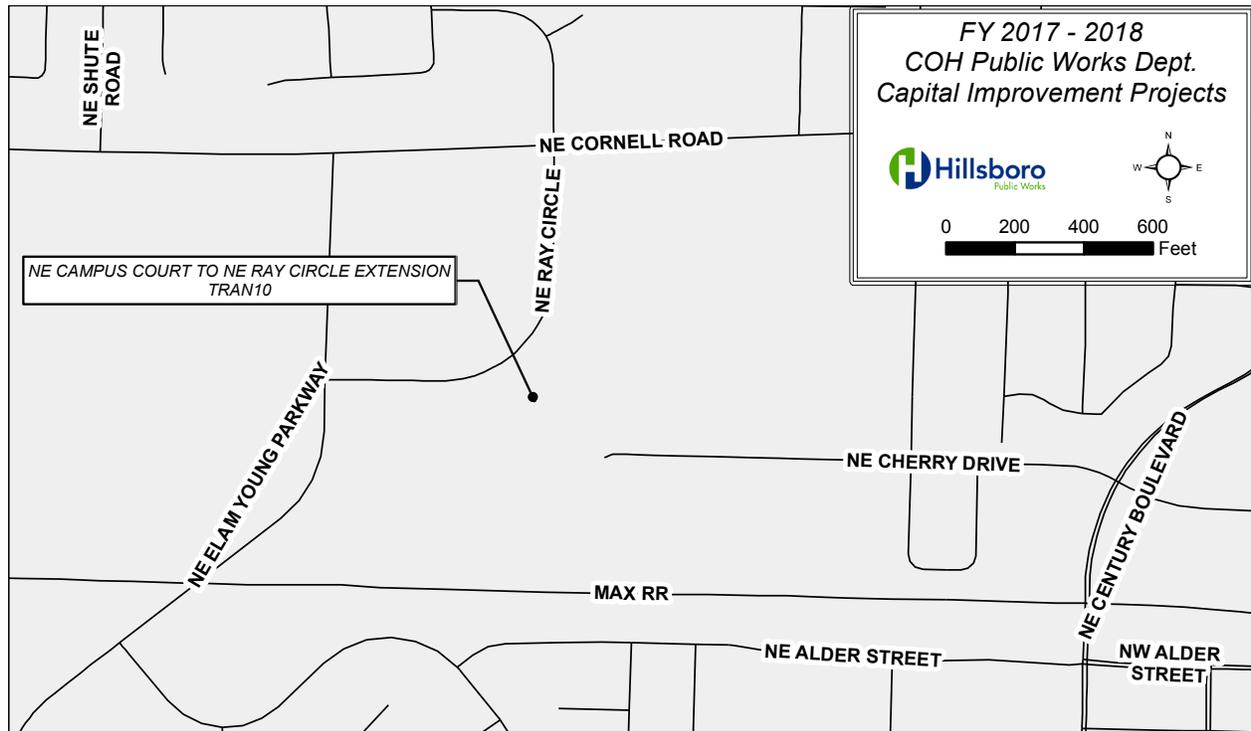
Project # & Title:	10875 - NE Campus Court to NE Ray Circle Extension	Scheduled Start:	September 30, 2013
Map Location:	TRAN10	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project is to extend NE Cherry Drive to NE Ray Circle.	Funded/Unfunded:	Funded
Operating Impacts:	None - improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Design & Engineering	133,269	212,500	10,000	-	-	-	-	355,769
Construction	-	400,000	1,850,000	20,000	-	-	-	2,270,000
Total:	\$ 133,269	\$ 737,500	\$ 1,860,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,750,769

Revenue Funding Source(s):

Revenue Funding Source(s)	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
Transportation Development Tax (TDT)	\$ 133,269	\$ 737,500	\$ 1,860,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,750,769
Total:	\$ 133,269	\$ 737,500	\$ 1,860,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,750,769





Project # & Title:	10891 - LED Street Lighting Upgrades								Scheduled Start:	June 15, 2015
Map Location:	Various locations throughout the City								Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering								Project Status:	Active
Project Description:	The project will make street lighting upgrades to existing HPS lights; primarily converting the HPS to LED lights over a 5-year time frame. The first 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 last year will focus on conversion of the cities existing Option B HPS lamps to LEDs.								Funded/Unfunded:	Partially Funded
Operating Impacts:	Maintenance - First two 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.								Estimated Useful Life:	
Project Justification and Relationship to Citywide Goals:										
	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project		
Project Costs	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total		
Construction	\$ 260,439	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,439		
Total:	\$ 260,439	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,439		
Revenue Funding Source(s):										
Transportation Fund	\$ 260,439	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,439		
Total:	\$ 260,439	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,439		

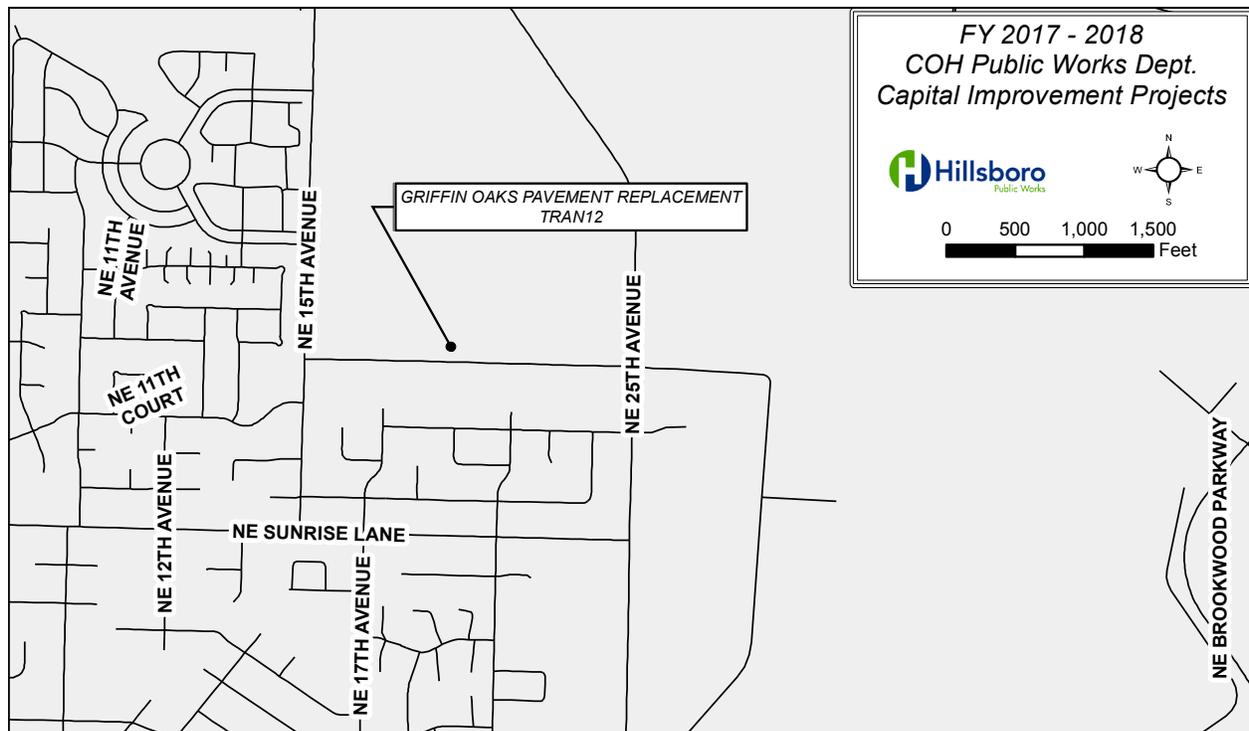
Project # & Title:	10895 - Griffin Oaks Pavement Replacement	Scheduled Start:	February 14, 2014
Map Location:	TRAN12	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The existing concrete pavement between 15th and 25th on Griffin Oaks has failed and is in need of replacement.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 83,478	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 123,478
Construction	-	800,000	1,500,000	20,000	-	-	-	2,320,000
Total:	\$ 83,478	\$ 820,000	\$ 1,520,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,443,478

Revenue Funding Source(s):

TUF - Pavement Management	\$ 81,973	\$ 565,800	\$ 1,048,800	\$ 13,800	\$ -	\$ -	\$ -	\$ 1,710,373
SWM Depreciation	1,504	254,200	-	-	-	-	-	255,704
SMW Local Service Fee (LSF)	-	-	471,200	6,200	-	-	-	477,400
Total:	\$ 83,478	\$ 820,000	\$ 1,520,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,443,478





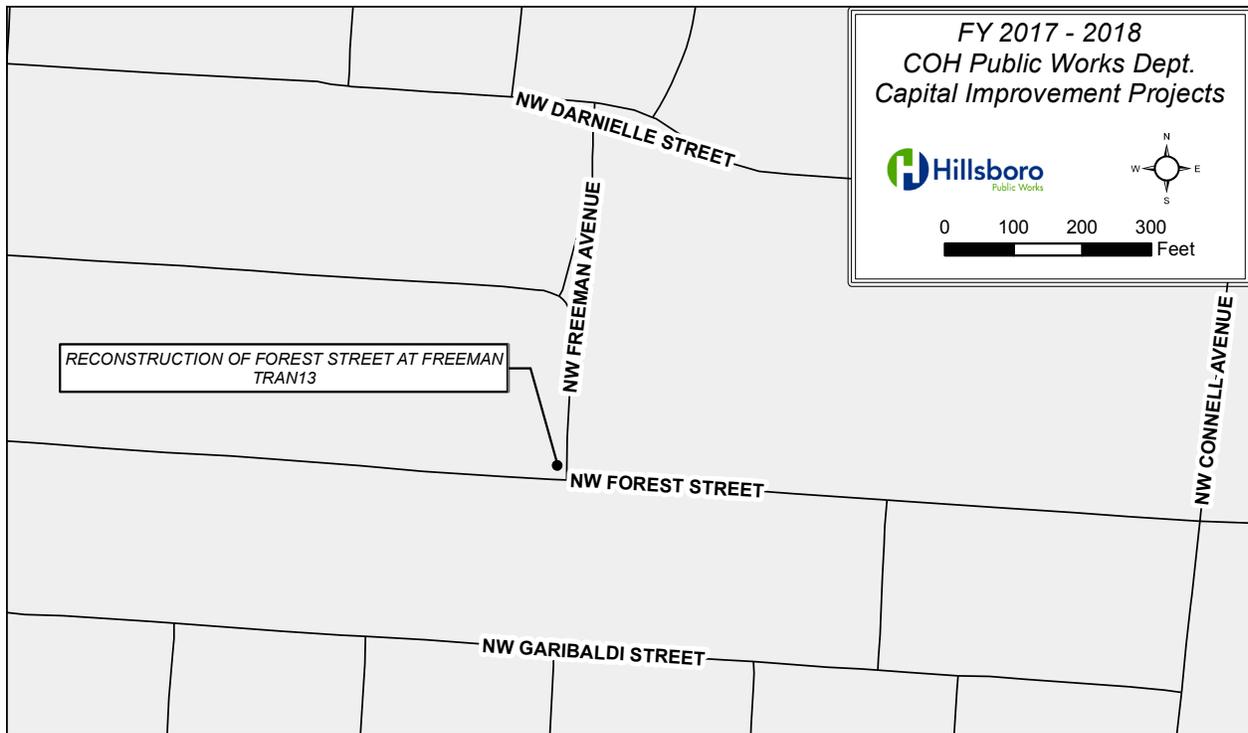
Project # & Title:	10896 - Reconstruction of Forest Street at Freeman	Scheduled Start:	February 14, 2014
Map Location:	TRAN13	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will provide street improvements to NW Forest Street at the intersection with Freeman. The installation of curb and gutter, sidewalks, and drainage improvements will be included.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 2,931	\$ 42,600	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 65,531
Construction	-	262,660	300,000	20,000	-	-	-	582,660
Total:	\$ 2,931	\$ 305,260	\$ 320,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 648,191

Revenue Funding Source(s):

Transportation Fund	\$ 2,550	\$ -	\$ 288,000	\$ 13,800	\$ -	\$ -	\$ -	\$ 304,350
SWM SDC	381	30,260	32,000	6,200	-	-	-	68,841
Gain Share	-	275,000	-	-	-	-	-	275,000
Total:	\$ 2,931	\$ 305,260	\$ 320,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 648,191



Project # & Title:	10900 - Golden Road - Brookwood to Imlay	Scheduled Start:	March 14, 2014
Map Location:	TRAN14	Scheduled Completion:	June 30, 2021
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

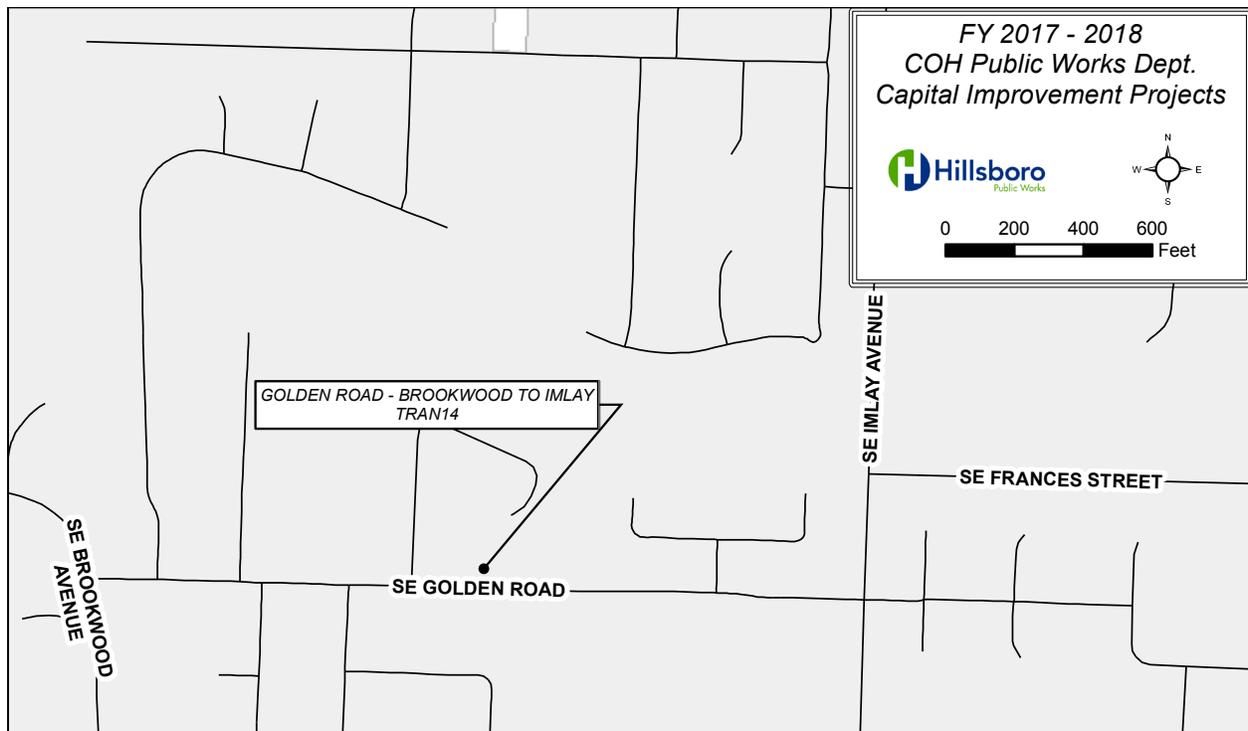
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 400,000	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 420,000
Design & Engineering	229,611	600,000	300,000	70,000	-	-	-	1,199,611
Construction	-	800,000	-	800,000	2,500,000	20,000	-	4,120,000
Total:	\$ 229,611	\$ 1,800,000	\$ 300,000	\$ 870,000	\$ 2,520,000	\$ 20,000	\$ -	\$ 5,739,611

Revenue Funding Source(s):

TUF - Pathways	\$ 190,117	\$ 963,000	\$ 276,000	\$ 800,400	\$ 2,318,400	\$ 20,000	\$ -	\$ 4,567,917
SWM SDC	39,495	112,000	24,000	69,600	201,600	-	-	446,695
Gain Share	-	725,000	-	-	-	-	-	725,000
Total:	\$ 229,611	\$ 1,800,000	\$ 300,000	\$ 870,000	\$ 2,520,000	\$ 20,000	\$ -	\$ 5,739,611

Operating Budget Impact:

Additional FTE	-	-	-	-	-	1.00	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,687	\$ 74,867	\$ 147,554
Total:	\$ -	\$ 72,687	\$ 74,867	\$ 147,554				





Project # & Title:	10904 - Pedestrian Activated Beacon Crosswalks	Scheduled Start:	Ongoing
Map Location:	Various locations throughout the City	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
		Estimated Useful Life:	
Operating Impacts:	None - Replacement and improvement of existing infrastructure		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ 30,729	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 150,729
Total:	\$ 30,729	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 150,729

Revenue Funding Source(s):

Transportation Pathways	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
Fund	\$ 30,729	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 150,729
Total:	\$ 30,729	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 150,729

Project # & Title:	10941 - Century Blvd Extension North of Jacobson Road	Scheduled Start:	June 13, 2014
Map Location:	TRAN16	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will extend Century Blvd from its current terminus just south of NW Westmark Drive south to connect to NW Jacobson Road. The extension is approximately 900 feet in length and will include curb and gutter, landscape strips, trees, sidewalks, and street lighting. The adjacent property owner on the west side of the street has already paid a fee-in-lieu to be applied to this improvement. The project will also include half street improvements to Jacobson Road approximately 625 feet in length adjacent to the Bunch RV site. The improvements to include curb and gutter, landscape strip, trees, sidewalks, and street lighting. The project will also include storm sewer and storm water quality improvements. The project will also extend the sanitary sewer approximately 400 feet to serve two tax lots at the intersection of Century Boulevard and Jacobson Road.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

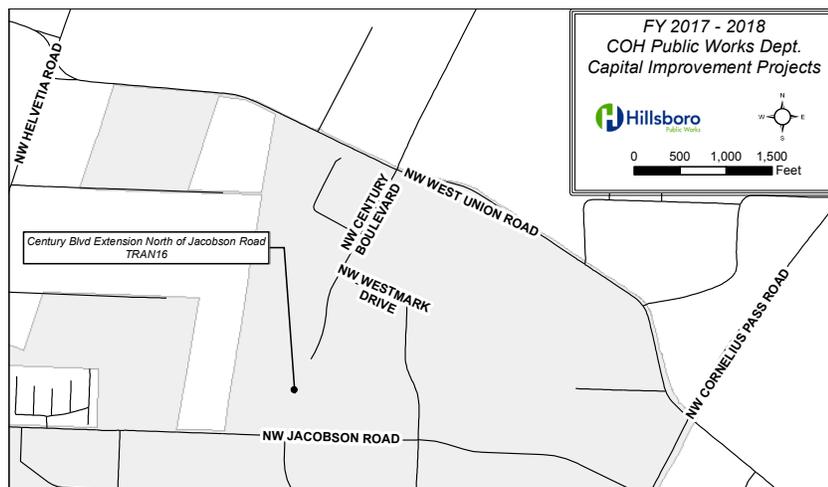
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ 992,350	\$ 1,315,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,307,350
Design & Engineering	234,317	115,729	50,000	20,000	-	-	-	420,046
Construction	-	890,000	2,205,000	10,000	-	-	-	3,105,000
Total:	\$ 1,226,667	\$ 2,320,729	\$ 2,255,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 5,832,396

Revenue Funding Source(s):

Transportation Development Tax (TDT)	\$ 1,226,382	\$ 2,251,079	\$ 2,187,350	\$ 29,100	\$ -	\$ -	\$ -	\$ 5,693,911
Sanitary Sewer SDC	286	69,650	67,650	900	-	-	-	138,486
Total:	\$ 1,226,667	\$ 2,320,729	\$ 2,255,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 5,832,396

Operating Budget Impact:

Additional FTE	-	-	-	1.00	-	-	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 286,637
Total:	\$ -	\$ -	\$ -	\$ 68,514	\$ 70,569	\$ 72,687	\$ 74,867	\$ 286,637





Project # & Title:	10971 - Cedar Street Widening (BPCIP)	Scheduled Start:	December 15, 2014
Map Location:	TRAN17	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

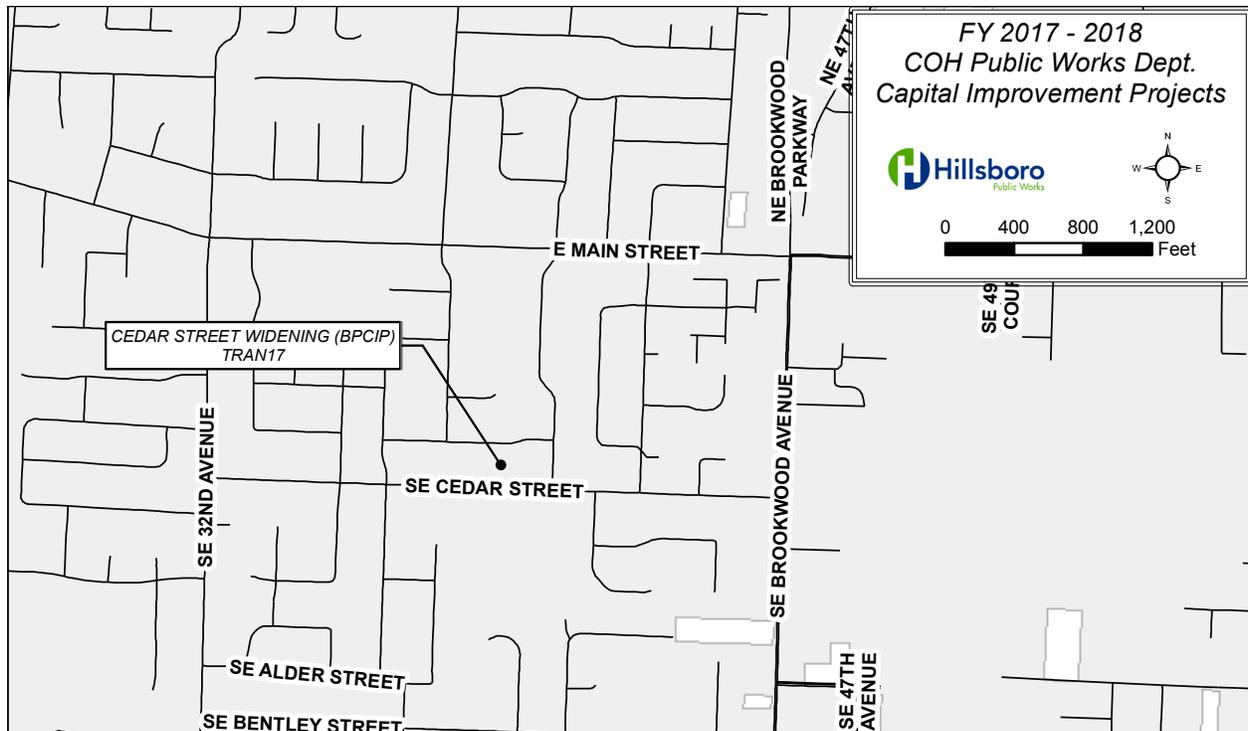
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Design & Engineering	211,950	600,000	70,000	70,000	20,000	-	-	971,950
Construction	-	800,000	3,500,000	3,700,000	10,000	-	-	8,010,000
Total:	\$ 211,950	\$ 1,800,000	\$ 3,570,000	\$ 3,770,000	\$ 30,000	\$ -	\$ -	\$ 9,381,950

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ -	\$ 635,000	\$ -	\$ -	\$ -	\$ -	\$ 635,000
TUF - Pathways	71,568	440,000	471,700	1,168,700	9,300	-	-	2,161,268
Transportation Impact Fee - Collector	82,093	1,000,000	713,300	1,383,300	14,700	-	-	3,193,393
SWM SDC	58,290	360,000	250,000	1,218,000	6,000	-	-	1,892,290
Gain Share	-	-	1,500,000	-	-	-	-	1,500,000
Total:	\$ 211,950	\$ 1,800,000	\$ 3,570,000	\$ 3,770,000	\$ 30,000	\$ -	\$ -	\$ 9,381,950

Operating Budget Impact:

Additional FTE	-	-	-	-	1.00	-	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ 70,569	\$ 72,687	\$ 74,867	\$ 218,123
Total:	\$ -	\$ -	\$ -	\$ -	\$ 70,569	\$ 72,687	\$ 74,867	\$ 218,123



Project # & Title:	10972 - Wayfinding Development	Scheduled Start:	June 15, 2015
Map Location:	TRAN18	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Design wayfinding signage and implementation procedures for the City of Hillsboro. Phase I is for development of the program.	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 175,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,655
Construction	-	650,000	420,000	-	-	-	-	1,070,000
Total:	\$ 175,655	\$ 650,000	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 1,245,655

Revenue Funding Source(s):

Transportation Fund	\$ 175,655	\$ 650,000	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 1,245,655
Total:	\$ 175,655	\$ 650,000	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 1,245,655



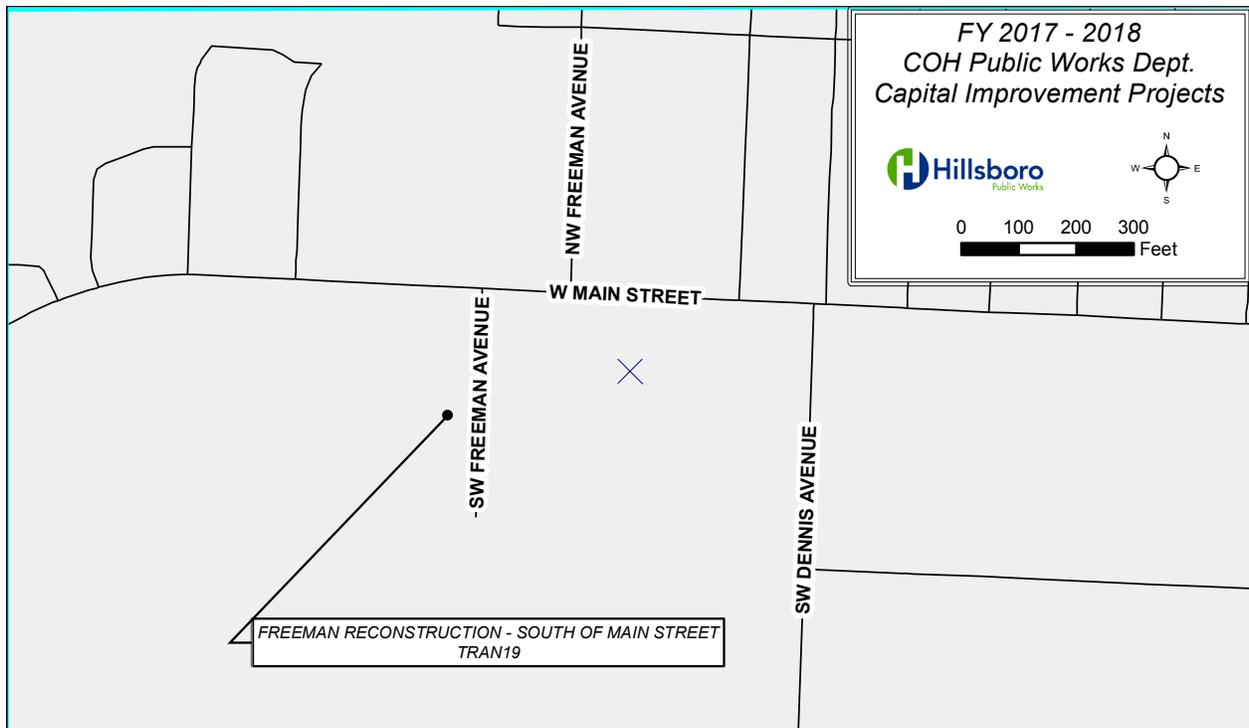
Project # & Title:	10987 - Freeman Reconstruction - South of Main Street	Scheduled Start:	July 1, 2017
Map Location:	TRAN19	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Project identified by PMP to reconstruct roadway. Street needs storm sewer extended to correct drainage problems. Freeman is a 400' dead end street with no turnaround. Project will also obtain easement to construct a modified hammerhead turnaround to accommodate fire apparatus and public works maintenance vehicles. Currently, the entire 60' right of way is paved with head in parking. Project will pave 24' street with ribbon curb to delineate city maintenance and remaining right of way will be off street parking maintained by adjacent businesses.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 30,280	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 100,280
Construction	-	-	100,000	300,000	10,000	-	-	410,000
Total:	\$ -	\$ 30,280	\$ 150,000	\$ 320,000	\$ 10,000	\$ -	\$ -	\$ 510,280

Revenue Funding Source(s):

Transportation Fund	\$ -	\$ 21,440	\$ 129,000	\$ 204,700	\$ 10,000	\$ -	\$ -	\$ 365,140
TUF - Pavement Management	-	4,290	21,000	44,800	-	-	-	70,090
SWM SDC	-	4,550	-	70,500	-	-	-	75,050
Total:	\$ -	\$ 30,280	\$ 150,000	\$ 320,000	\$ 10,000	\$ -	\$ -	\$ 510,280



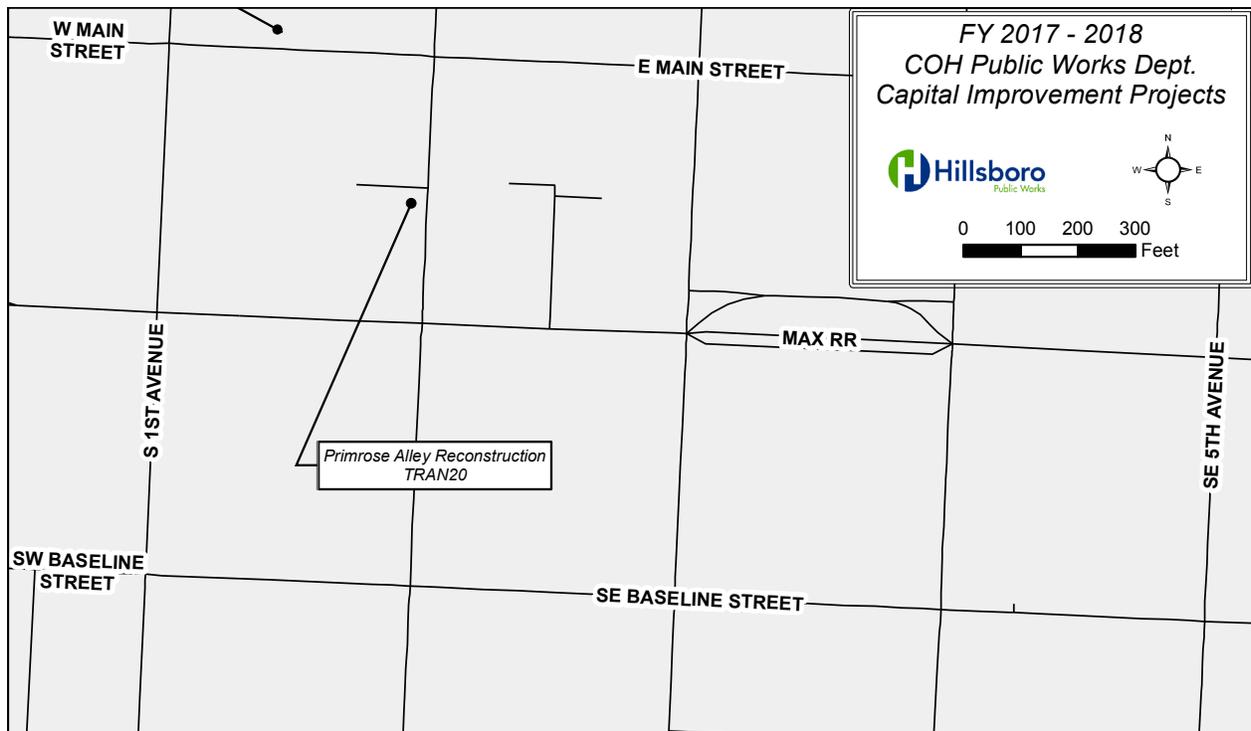
Project # & Title:	10994 - Primrose Alley Reconstruction	Scheduled Start:	November 13, 2015
Map Location:	TRAN20	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	This project will reconstruct the City alley bounded by E Main Street, SE Washington Street, SE 2nd Avenue, and SE 3rd Avenue. The existing pavement has deteriorated where the entire section needs to be dug out and reconstructed. The alley also contains a public storm line that was built in the 1950s and does not meet current standards. The line will be replaced and inlets added to improve drainage.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 114	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 60,114
Construction	-	200,000	130,000	-	-	-	-	330,000
Total:	\$ 114	\$ 250,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 390,114

Revenue Funding Source(s):

TUF - Pavement Management	\$ 74	\$ 162,500	\$ 91,000	\$ -	\$ -	\$ -	\$ -	\$ 253,574
SWM Depreciation	16	-	-	-	-	-	-	16
SWM SDC	24	35,000	29,400	-	-	-	-	64,424
SWM Local Service Fund	-	52,500	19,600	-	-	-	-	72,100
Total:	\$ 114	\$ 250,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 390,114





Project # & Title:	11004 - Downtown Core Enhancements	Scheduled Start:	September 30, 2015
Map Location:	TRAN21	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Pedestrian safety and parking enhancements in the downtown central business district. Project to include the establishment of mid block crossing and associated improvements as well as the removal of the mid block curb extension on Main between 1st and 2nd to create additional on street parking.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 98,878	\$ 200,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 308,878
Construction	-	1,300,000	-	-	-	-	-	1,300,000
Total:	\$ 98,878	\$ 1,500,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 1,608,878

Revenue Funding Source(s):

Transportation Fund	\$ 98,878	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 108,878
Gain Share	-	1,500,000	-	-	-	-	-	1,500,000
Total:	\$ 98,878	\$ 1,500,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 1,608,878



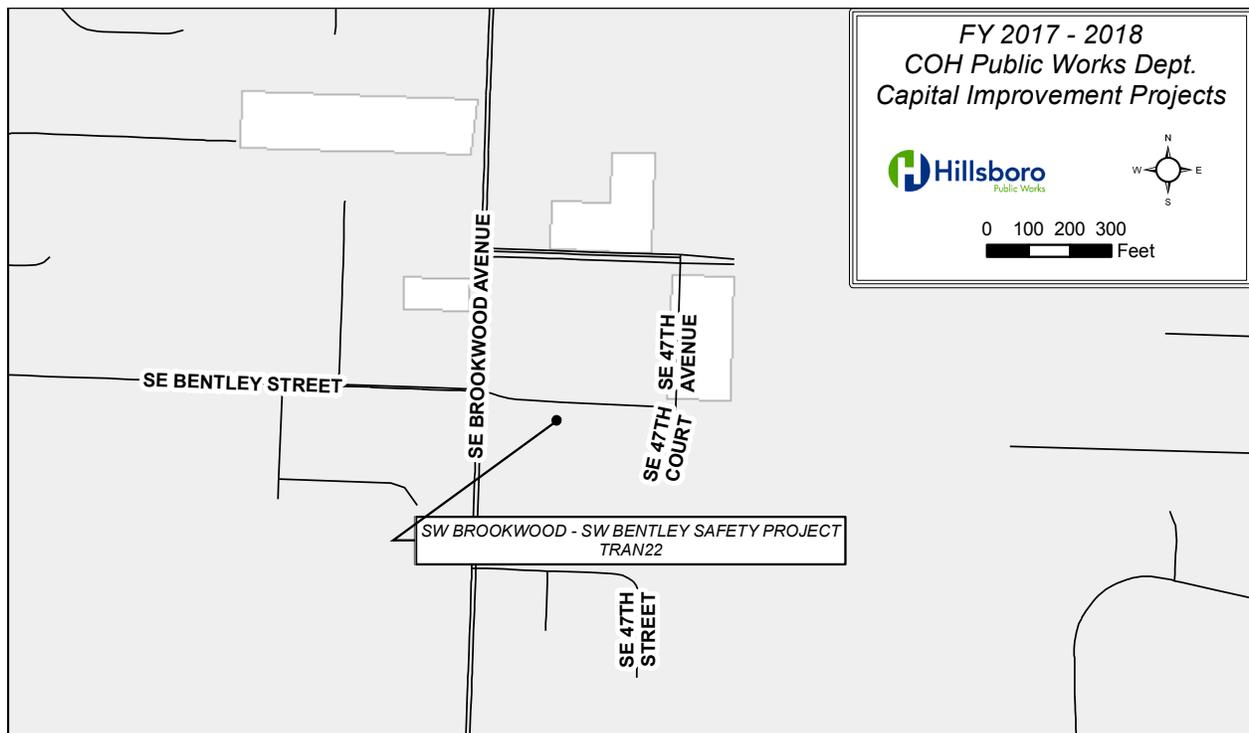
Project # & Title:	11010 - SW Brookwood - SW Bentley Safety Project	Scheduled Start:	April 15, 2015
Map Location:	TRAN22	Scheduled Completion:	June 30, 2017
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Permit, obtain right of way dedications and construct a safety improvement to an eastward extension of SW Bentley Street east of SW Brookwood Avenue. The project will realign the northerly portion of SW Bentley Street, correct access issues associated with three (3) flag lot properties and align the roadway for a future traffic signal.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 21,441	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,441
Construction	-	100,000	-	-	-	-	-	100,000
Total:	\$ 21,441	\$ 110,000	\$ -	\$ 131,441				

Revenue Funding Source(s):

Revenue Source	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Transportation Development Tax (TDT)	\$ 21,441	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 131,441
Total:	\$ 21,441	\$ 110,000	\$ -	\$ 131,441				





Project # & Title:	11032 - Jackson School Road Bike/PED (Grant to Evergreen)	Scheduled Start:	July 29, 2016
Map Location:	TRAN23	Scheduled Completion:	June 30, 2022
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	This project will complete the design and construct the improvement of NE Jackson School Road from NE Grant Street to NW Evergreen Road with sidewalks, landscape strips, street lighting, bicycle facilities, curb & gutter, center turn lane, and storm drainage as necessary. Thirty percent (30%) design has previously been completed by Washington County. This project is part of the 2010-2019 bicycle and pedestrian master plan. Also, reconstruction of 5th Avenue between Baseline and Grant Street will be part of the project as well as existing storm sewer needs to be extended to pick up storm water at Darnielle and 6th.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

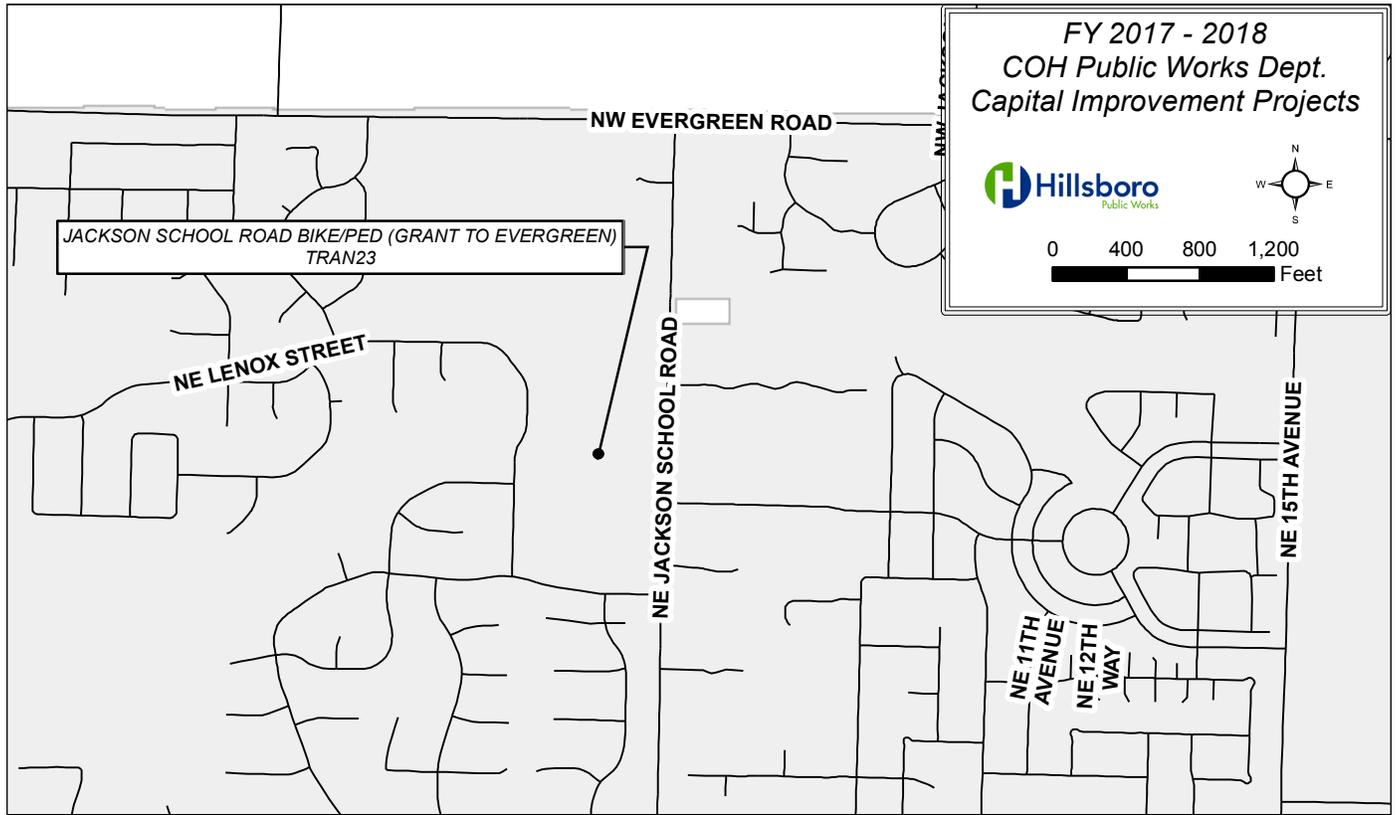
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 900,000	\$ 1,000,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 2,000,000
Design & Engineering	123,062	1,625,000	1,800,000	300,000	400,000	50,000	-	4,298,062
Construction	-	-	-	2,800,000	6,550,000	4,025,000	20,000	13,395,000
Total:	\$ 123,062	\$ 2,525,000	\$ 2,800,000	\$ 3,200,000	\$ 6,950,000	\$ 4,075,000	\$ 20,000	\$ 19,693,062

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ 340,000	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 680,000
TUF - Pathways	1,383	336,000	448,000	87,000	1,112,000	652,000	3,200	2,639,583
Transportation Impact Fee - Transit	780	189,000	252,000	288,000	625,500	366,750	1,800	1,723,830
Transportation Development Tax (TDT)	120,899	1,575,000	100,000	-	5,212,500	3,056,250	15,000	10,079,649
SWM SDC	-	59,500	-	59,500	-	-	-	119,000
SWM Local Service Fund	-	25,500	-	25,500	-	-	-	51,000
Washington County MSTIP	-	-	2,000,000	2,400,000	-	-	-	4,400,000
Total:	\$ 123,062	\$ 2,525,000	\$ 2,800,000	\$ 3,200,000	\$ 6,950,000	\$ 4,075,000	\$ 20,000	\$ 19,693,062

Operating Budget Impact:

Additional FTE	-	-	-	-	-	-	1.00	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,867	\$ 74,867
Total:	\$ -	\$ 74,867	\$ 74,867					





Project # & Title:	11080 - Lincoln/2nd Street Improvements	Scheduled Start:	August 15, 2016
Map Location:	TRAN24	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Lincoln and 2nd Avenue identified as needing overlay through PMP. In this process, we are asked to add bulb-outs on Lincoln for pedestrian safety and the storm line was identified as needing replaced. Project will grind 3.5" - 4" of existing AC and replace with 3.5" AC overlay on Lincoln from 1st thru 4th Avenues and 2nd Avenue from Lincoln thru Jackson (including curb and driveway repairs as necessary), ADA ramp upgrades as required by overlay, add bulb-outs on Lincoln at 2nd/3rd/4th, and replacing the storm line on Lincoln.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 200,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 240,000
Construction	-	940,000	1,200,000	-	-	-	-	2,140,000
Total:	\$ -	\$ 1,140,000	\$ 1,240,000	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000

Revenue Funding Source(s):

Transportation Fund	\$ -	\$ 387,600	\$ 421,600	\$ -	\$ -	\$ -	\$ -	\$ 809,200
TUF - Pavement Management	-	547,200	595,200	-	-	-	-	1,142,400
SWM Local Service Fund	-	205,200	223,200	-	-	-	-	428,400
Total:	\$ -	\$ 1,140,000	\$ 1,240,000	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000



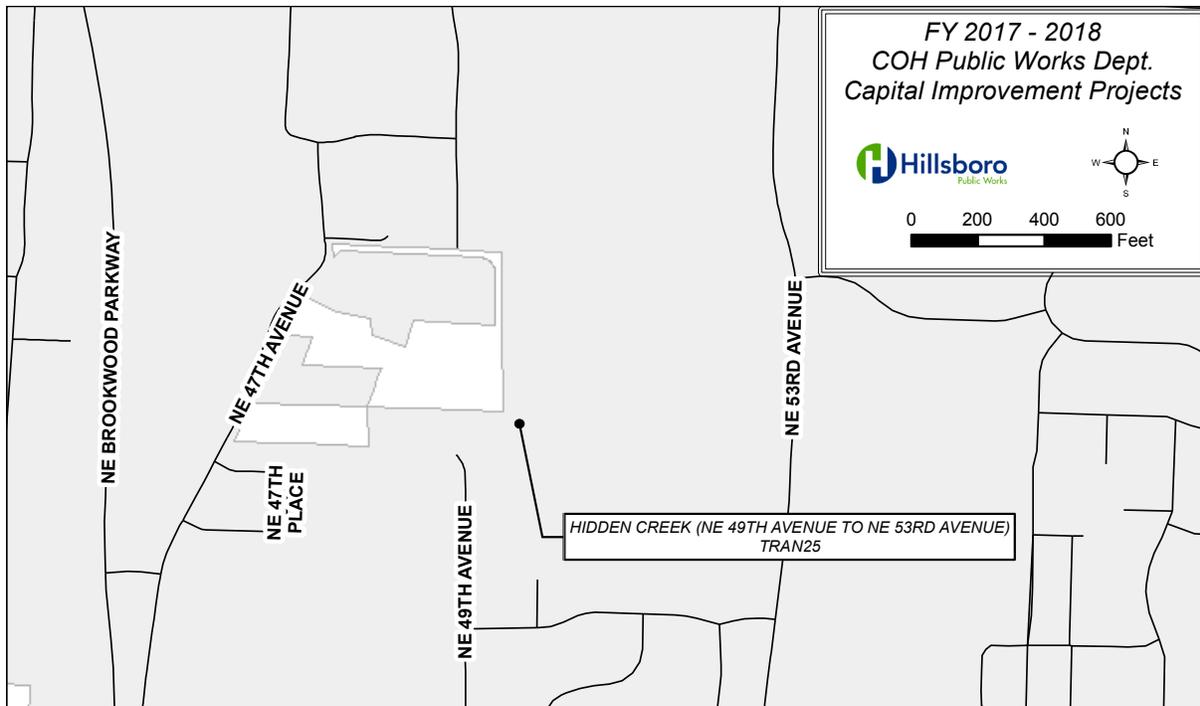
Project # & Title:	11081 - Hidden Creek (NE 49th Avenue to NE 53rd Avenue)	Scheduled Start:	July 1, 2016
Map Location:	TRAN25	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The 47th/49th Avenue area has been recognized as a public safety and access issue for several years. This project would extend a three lane collector street with bike lanes from NE 53rd Avenue west to connect to NE 49th Avenue. This street extension would provide a second public access into the neighborhood and would provide the parks site with street frontage along its northerly boundary. Subject to modification of the TSP to establish as a collector.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ -	\$ 200,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,200,000
Design & Engineering	-	200,000	425,000	200,000	10,000	-	-	835,000
Construction	-	-	-	1,500,000	1,000,000	-	-	2,500,000
Total:	\$ -	\$ 200,000	\$ 625,000	\$ 3,700,000	\$ 1,010,000	\$ -	\$ -	\$ 5,535,000

Revenue Funding Source(s):

Transportation Development Tax (TDT)	\$ -	\$ 180,000	\$ 562,500	\$ 2,330,000	\$ 909,000	\$ -	\$ -	\$ 3,981,500
SWM SDC	-	20,000	62,500	370,000	101,000	-	-	553,500
Parks SDC	-	-	-	1,000,000	-	-	-	1,000,000
Total:	\$ -	\$ 200,000	\$ 625,000	\$ 3,700,000	\$ 1,010,000	\$ -	\$ -	\$ 5,535,000





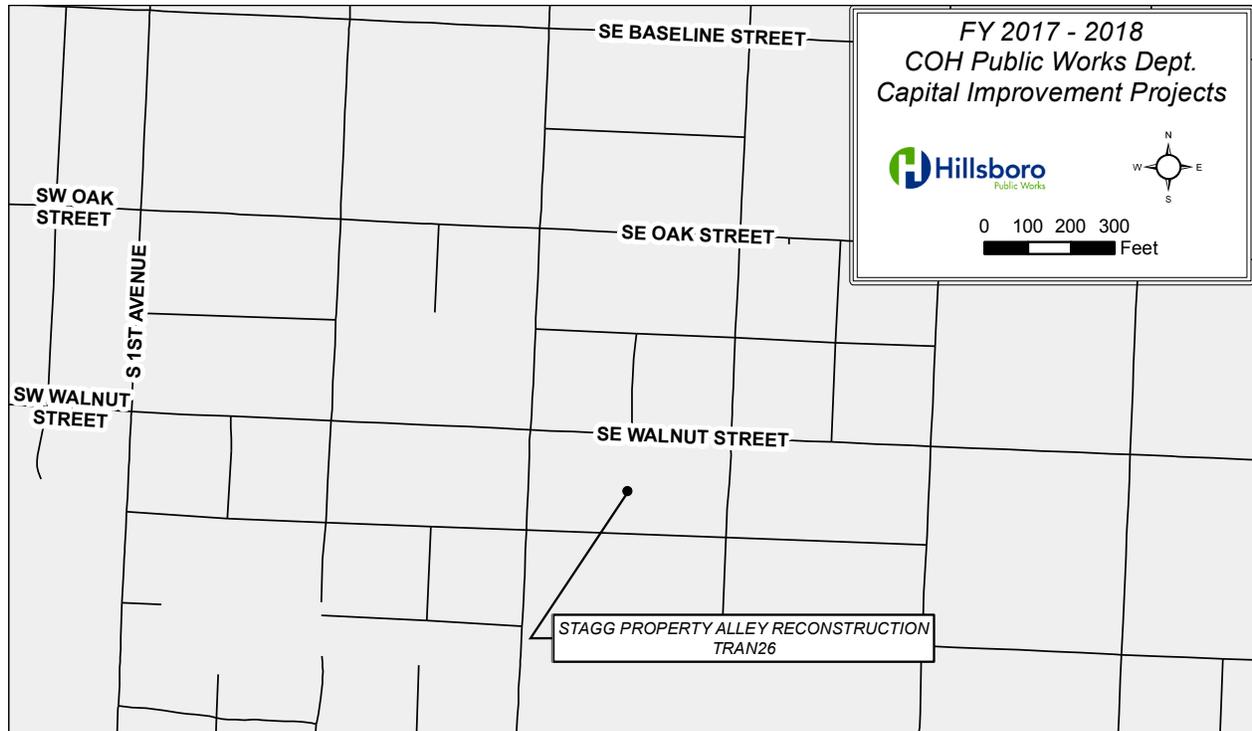
Project # & Title:	11088 - Stagg Property Alley Reconstruction	Scheduled Start:	July 1, 2016
Map Location:	TRAN26	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Reconstruction of alley between 3rd and Fourth just south of Walnut. Also reconstruction of 4th Avenue from Walnut south to said alley.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 30,000	\$ 30,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 70,000
Construction	-	-	300,000	10,000	-	-	-	310,000
Total:	\$ -	\$ 30,000	\$ 330,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 380,000

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ 24,600	\$ 270,600	\$ 16,400	\$ -	\$ -	\$ -	\$ 311,600
SWM SDC	-	5,400	59,400	3,600	-	-	-	68,400
Total:	\$ -	\$ 30,000	\$ 330,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 380,000



Public Works Projects- Unfunded

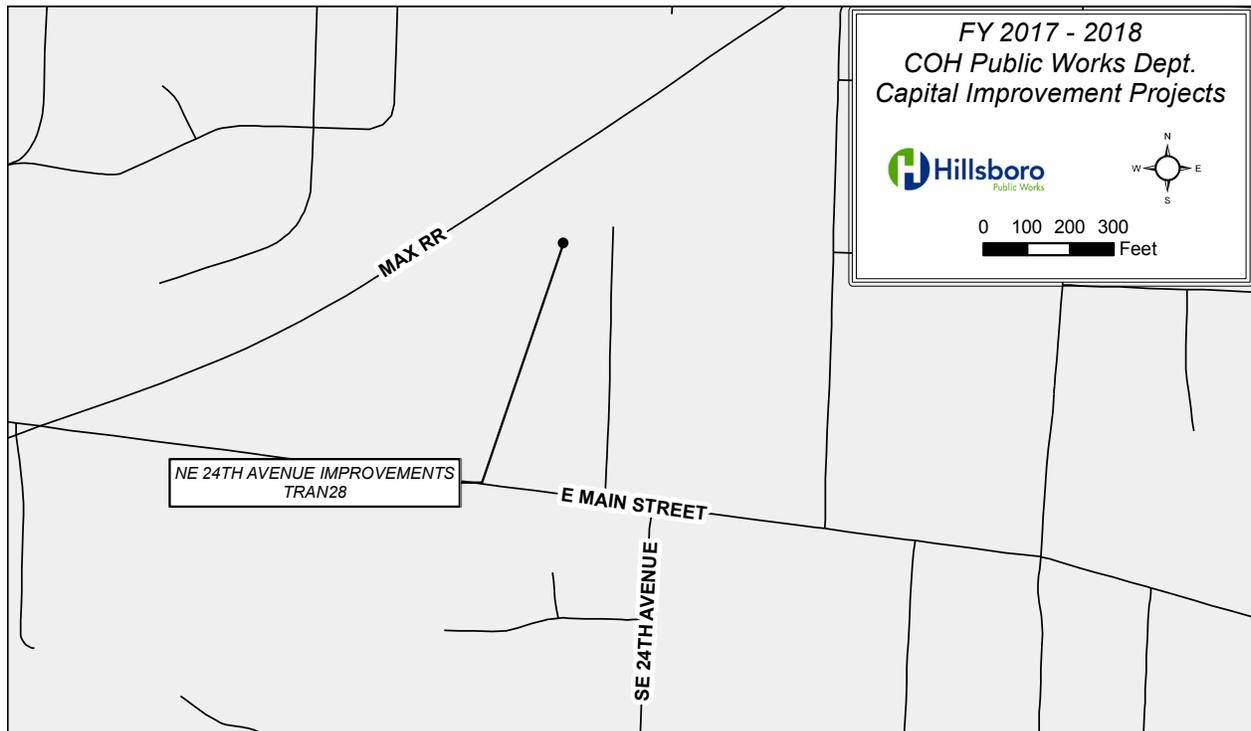
Project # & Title:	10343 - NE 24th Avenue Improvements	Scheduled Start:	January 13, 2012
Map Location:	TRAN28	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will provide full width street improvements to NE 24th Avenue between Main Street and Light Rail. Installation of curb and gutter, sidewalks, and drainage improvements will be included.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 152,151
Construction	-	-	-	-	-	200,000	300,000	500,000
Total:	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 350,000	\$ 652,151

Revenue Funding Source(s):

Transportation Fund	\$ 1,038	\$ -	\$ -	\$ -	\$ -	\$ 141,000	\$ 164,500	\$ 306,538
SWM Depreciation	311	-	-	-	-	-	-	311
SWM SDC	801	-	-	-	-	84,000	98,000	182,801
SWM Local Service Fund	-	-	-	-	-	75,000	87,500	162,500
Total:	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 350,000	\$ 652,151





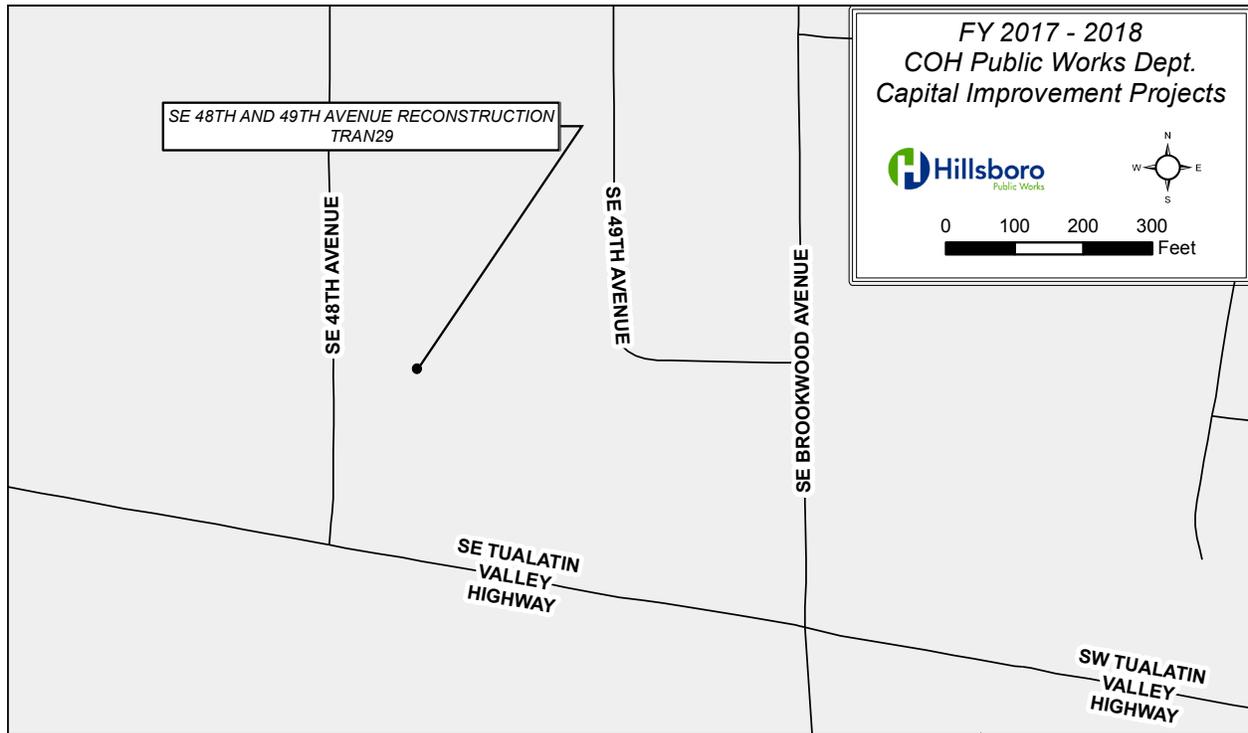
Project # & Title:	10899 - SE 48th and 49th Avenue Reconstruction	Scheduled Start:	February 14, 2014
Map Location:	TRAN29	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will reconstruct 48th and 49th Avenues north of TV Highway. Improvements include preliminary design to establish future centerline profile, reconstruction of the center 24' of pavement and base, and minor storm improvements to existing ditches and driveway culverts to ensure proper drainage. Project will also include 49th Avenue north of Frewing.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

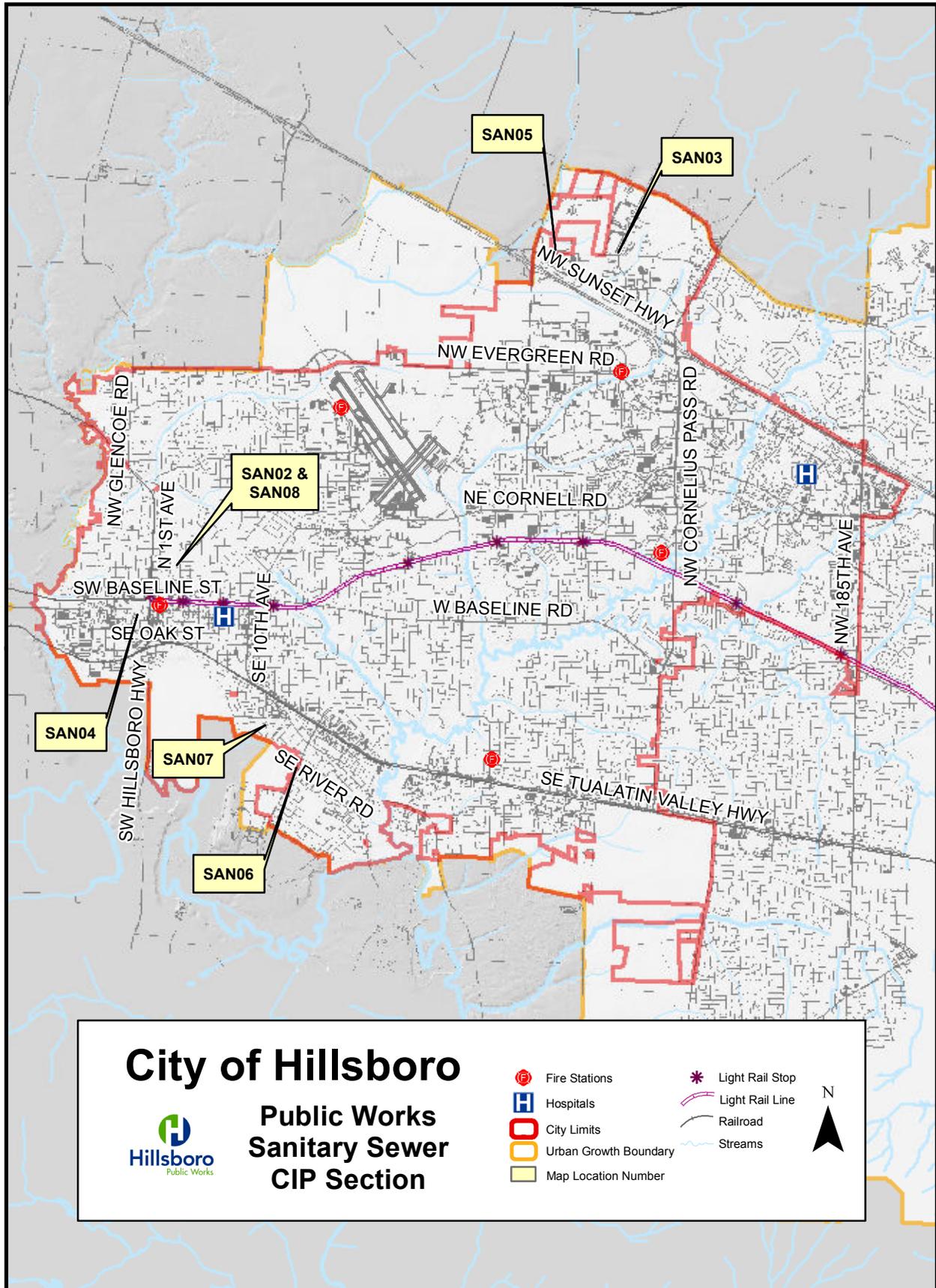
Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 1,337	\$ -	\$ -	\$ 300,000	\$ 50,000	\$ 20,000	\$ -	\$ 371,337
Construction	-	-	-	250,000	400,000	-	-	650,000
Total:	\$ 1,337	\$ -	\$ -	\$ 550,000	\$ 450,000	\$ 20,000	\$ -	\$ 1,021,337

Revenue Funding Source(s):

Transportation Fund	\$ 1,337	\$ -	\$ -	\$ 55,000	\$ 45,000	\$ 2,000	\$ -	\$ 103,337
TUF - Pavement Management	-	-	-	495,000	405,000	18,000	-	918,000
Total:	\$ 1,337	\$ -	\$ -	\$ 550,000	\$ 450,000	\$ 20,000	\$ -	\$ 1,021,337







Public Works Sanitary Sewer Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
10206	Healthy Stream Project (IGA/CWS)	1,267,058	115,000	60,000	60,000	-	-	-	1,502,058
10676	NW 1911 / 1936 Sanitary Sewer I&I Abatement	3,680,038	611,000	20,000	-	-	-	-	4,311,038
10941	NW Century Blvd Extension north of Jacobson Blvd	286	69,650	67,650	900	-	-	-	138,486
11114	NW 1911 / 1936 Sanitary Sewer I&I Abatement Project 5	-	50,000	1,500,000	1,500,000	20,000	-	-	3,070,000
Unfunded Projects									
10466	Country Haven Lateral	374	-	-	926,000	1,000,000	-	-	1,926,374
	Minter Bridge to Meadow Lark Trunk Replacement	-	-	-	-	100,000	-	-	100,000
	Fir Grove Trunk	-	-	-	-	71,625	-	-	71,625
	Ongoing 1911/1936 Sanitary Sewer I & I Abatement					20,000	2,020,000	2,000,000	4,040,000
Total:		\$ 4,947,756	\$ 845,650	\$ 1,647,650	\$ 2,486,900	\$ 1,211,625	\$ 2,020,000	\$ 2,000,000	\$ 15,159,581

Five Year CIP									
Funded		4,947,382	845,650	1,647,650	1,560,900	20,000	-	-	9,021,582
Unfunded		374	-	-	926,000	1,191,625	2,020,000	2,000,000	6,137,999
Total Five Year CIP:		\$ 4,947,756	\$ 845,650	\$ 1,647,650	\$ 2,486,900	\$ 1,211,625	\$ 2,020,000	\$ 2,000,000	\$ 15,159,581

Public Works Sanitary Sewer Projects

Project # & Title:	10206 - Healthy Stream Project (IGA/CWS)	Scheduled Start:	March 31, 2011
Map Location:	Various locations throughout the City	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Ongoing tree planting and riparian area improvement project.	Funded/Unfunded:	Funded
Operating Impacts:	None - Lowering stream temperatures that could defer the need to install cooling equipment at the Clean Water Services Wastewater Treatment Plants.	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 448,536	\$ 15,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 483,536
Construction	818,522	100,000	50,000	50,000	-	-	-	1,018,522
Total:	\$ 1,267,058	\$ 115,000	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 1,502,058
Revenue Funding Source(s):								
Sanitary Sewer SDC	\$ 1,267,058	\$ 115,000	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 1,502,058
Total:	\$ 1,267,058	\$ 115,000	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 1,502,058



Project # & Title:	10676 - NW 1911 / 1936 Sanitary Sewer I&I Abatement	Scheduled Start:	March 6, 2013
Map Location:	SAN02	Scheduled Completion:	June 30, 2017
Department/Division:	Public Works - Engineering	Project Status:	Active
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)	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 136,534	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,534
Construction	3,543,505	611,000	20,000	-	-	-	-	4,174,505
Total:	\$ 3,680,038	\$ 611,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 4,311,038

Revenue Funding Source(s):

Sanitary Sewer								
Depreciation	\$ 1,982,182	\$ 308,856	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 2,311,038
Clean Water Services	1,697,856	302,144	-	-	-	-	-	2,000,000
Total:	\$ 3,680,038	\$ 611,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 4,311,038



Project # & Title:	10941 - Century Blvd Extension North of Jacobson Road	Scheduled Start:	June 13, 2014
Map Location:	SAN03	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will extend Century Blvd from its current terminus just south of NW Westmark Drive south to connect to NW Jacobson Road. The extension is approximately 900 feet in length and will include curb and gutter, landscape strips, trees, sidewalks, and street lighting. The adjacent property owner on the west side of the street has already paid a fee-in-lieu to be applied to this improvement. The project will also include half street improvements to Jacobson Road approximately 625 feet in length adjacent to the Bunch RV site. The improvements to include curb and gutter, landscape strip, trees, sidewalks, and street lighting. The project will also include storm sewer and storm water quality improvements. The project will also extend the sanitary sewer approximately 400 feet to serve two tax lots at the intersection of Century Boulevard and Jacobson Road.		
Operating Impacts:	Require one new FTE and minimal maintenance costs	Funded/Unfunded:	Funded
		Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

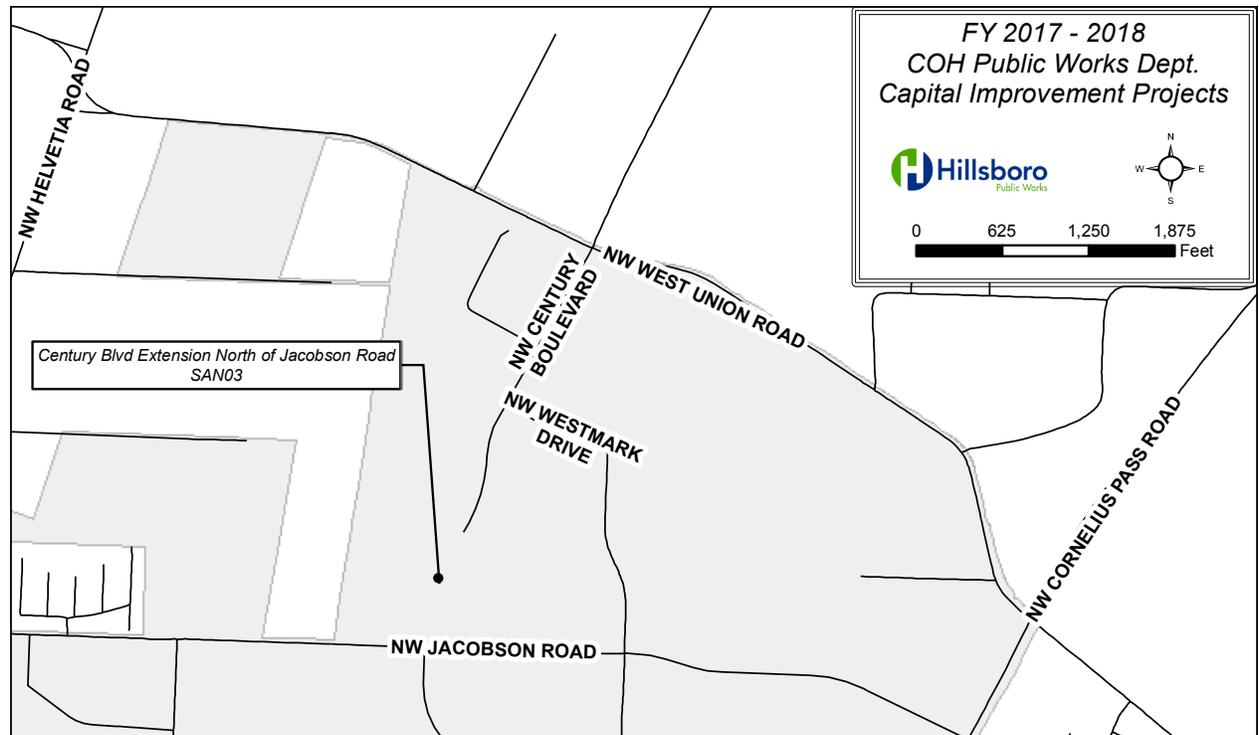
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ 992,350	\$ 1,315,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,307,350
Design & Engineering	234,317	115,729	50,000	20,000	-	-	-	420,046
Construction	-	890,000	2,205,000	10,000	-	-	-	3,105,000
Total:	\$ 1,226,667	\$ 2,320,729	\$ 2,255,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 5,832,396

Revenue Funding Source(s):

	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
Transportation Development Tax (TDT)	\$ 1,226,382	\$ 2,251,079	\$ 2,187,350	\$ 29,100	\$ -	\$ -	\$ -	\$ 5,693,911
Sanitary Sewer SDC	286	69,650	67,650	900	-	-	-	138,486
Total:	\$ 1,226,667	\$ 2,320,729	\$ 2,255,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 5,832,396

Operating Budget Impact:

	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
Additional FTE	-	-	-	1.00	-	-	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ 68,547	\$ 70,603	\$ 72,722	\$ 74,903	\$ 286,775
Total:	\$ -	\$ -	\$ -	\$ 68,547	\$ 70,603	\$ 72,722	\$ 74,903	\$ 286,775





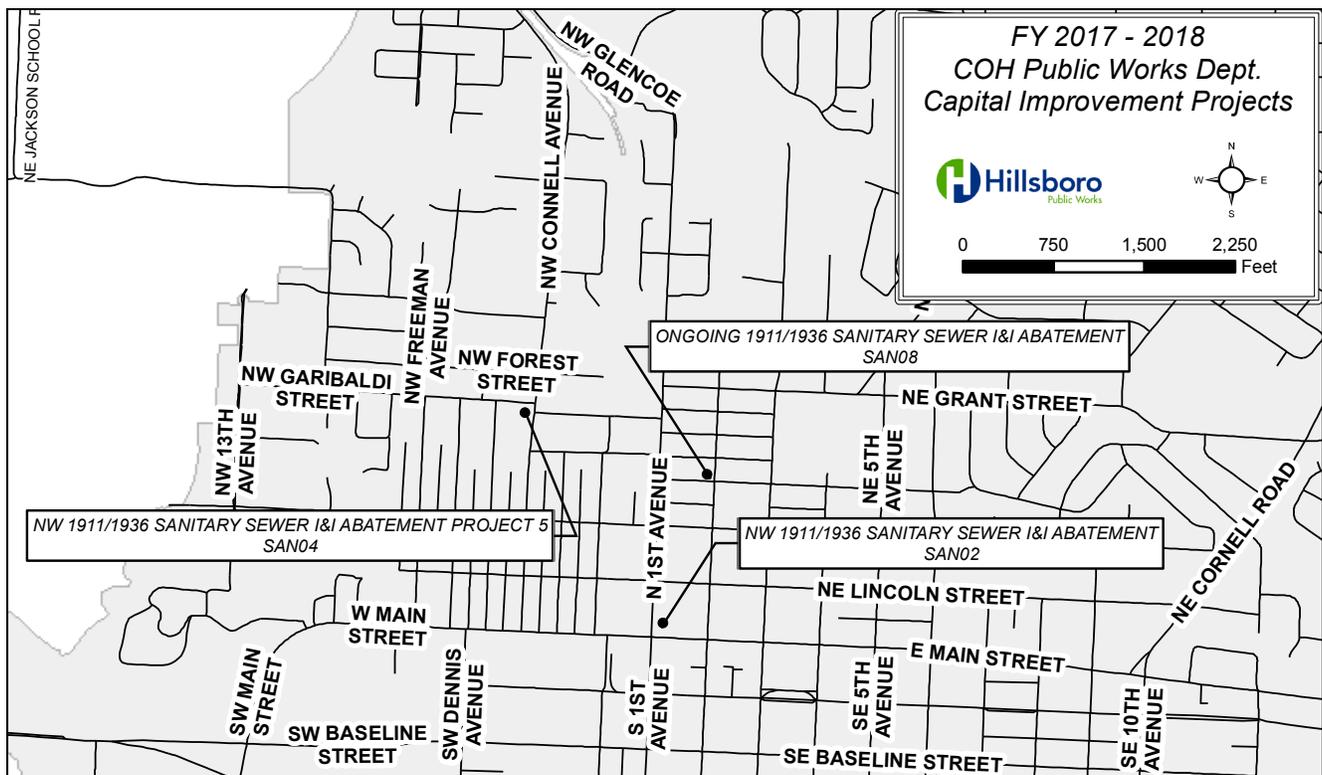
Project # & Title:	11114 - 1911 / 1936 Sanitary Sewer I&I Abatement Project 5	Scheduled Start:	January 1, 2017
Map Location:	SAN04	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Project will continue the ongoing replacement of sanitary sewer main lines and laterals within the 1911 and 1936 Sanitary Sewer districts. Most sewer lines within these districts have exceeded their design lives and are in need of replacement. The lines are structurally damaged and no longer watertight. Clean Water Services (CWS) will partner with the City on this project if sewer laterals to the homes are replaced at the same time. CWS benefits from the project by the removal of ground water from the sewer system which increases the capacity of the sewer lines and treatment plants. CWS will reimburse the City for 50% of total project cost.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction	-	-	1,500,000	1,500,000	20,000	-	-	3,020,000
Total:	\$ -	\$ 50,000	\$ 1,500,000	\$ 1,500,000	\$ 20,000	\$ -	\$ -	\$ 3,070,000

Revenue Funding Source(s):

Sanitary Sewer Depreciation	\$ -	\$ 50,000	\$ 750,000	\$ 750,000	\$ 20,000	\$ -	\$ -	\$ 1,570,000
Clean Water Services	-	-	750,000	750,000	-	-	-	1,500,000
Total:	\$ -	\$ 50,000	\$ 1,500,000	\$ 1,500,000	\$ 20,000	\$ -	\$ -	\$ 3,070,000



Sanitary Sewer Projects - Unfunded

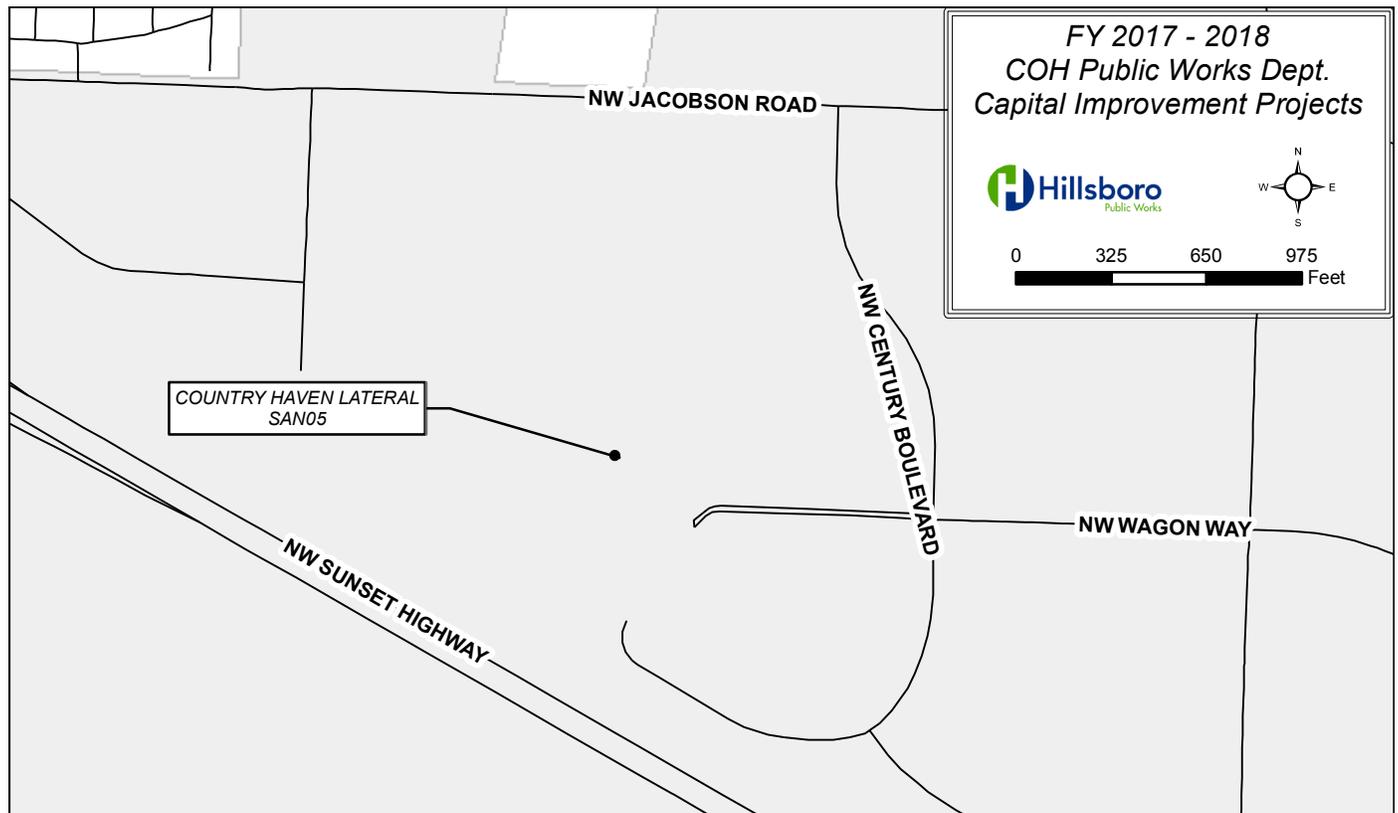
Project # & Title:	10466 - Country Haven Lateral	Scheduled Start:	June 30, 2014
Map Location:	SAN05	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project is identified in the City's current sanitary sewer master plan and will 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.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 374	\$ -	\$ -	\$ 26,000	\$ 20,000	\$ -	\$ -	\$ 46,374
Construction	-	-	-	900,000	980,000	-	-	1,880,000
Total:	\$ 374	\$ -	\$ -	\$ 926,000	\$ 1,000,000	\$ -	\$ -	\$ 1,926,374

Revenue Funding Source(s):

Sanitary Sewer Depreciation	\$ 187	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 187
Sanitary Sewer SDC	187	-	-	463,000	500,000	-	-	963,187
Sanitary Sewer Local Service Fund	-	-	-	463,000	500,000	-	-	963,000
Total:	\$ 374	\$ -	\$ -	\$ 926,000	\$ 1,000,000	\$ -	\$ -	\$ 1,926,374





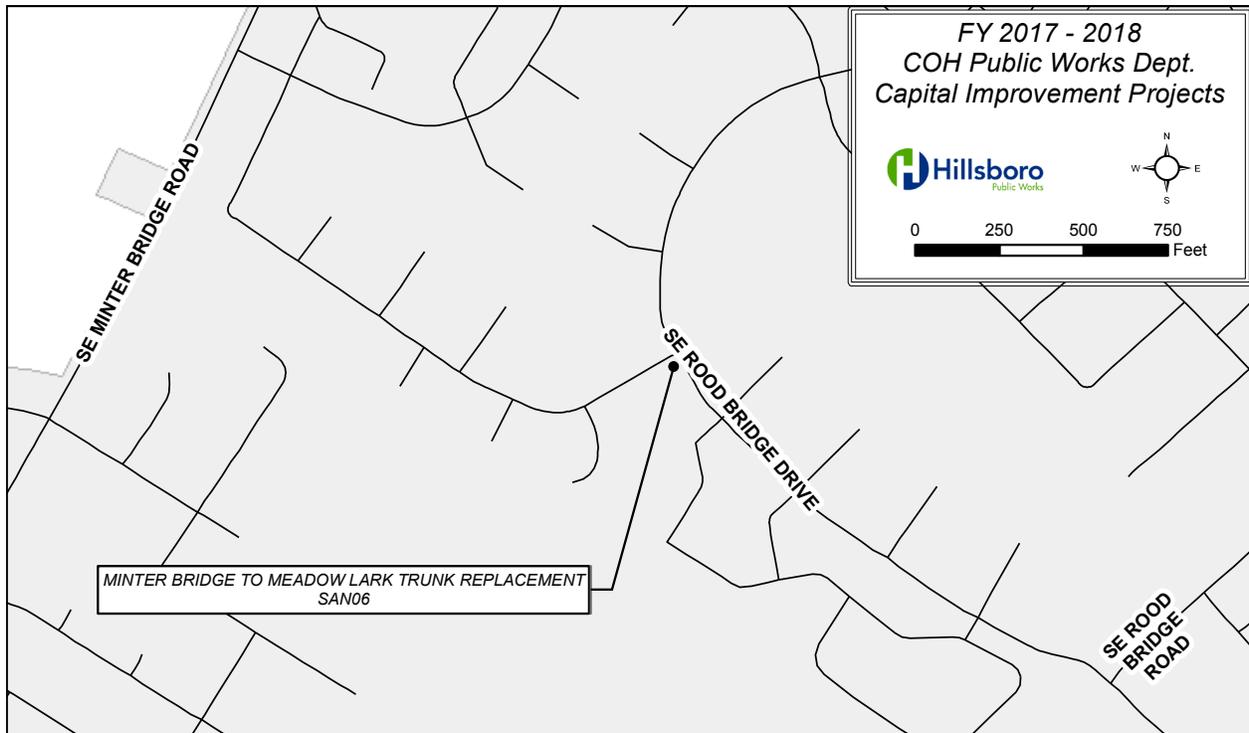
Project # & Title:	Minter Bridge to Meadow Lark Trunk Replacement	Scheduled Start:	
Map Location:	SAN06	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will replace approximately 4,200 linear feet of sanitary sewer mainline 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.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

Revenue Funding Source(s):

Sanitary Sewer SDC	\$ -	\$ -	\$ -	\$ -	\$ 39,000	\$ -	\$ -	\$ 39,000
Sanitary Sewer Local Service Fund	-	-	-	-	61,000	-	-	61,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000



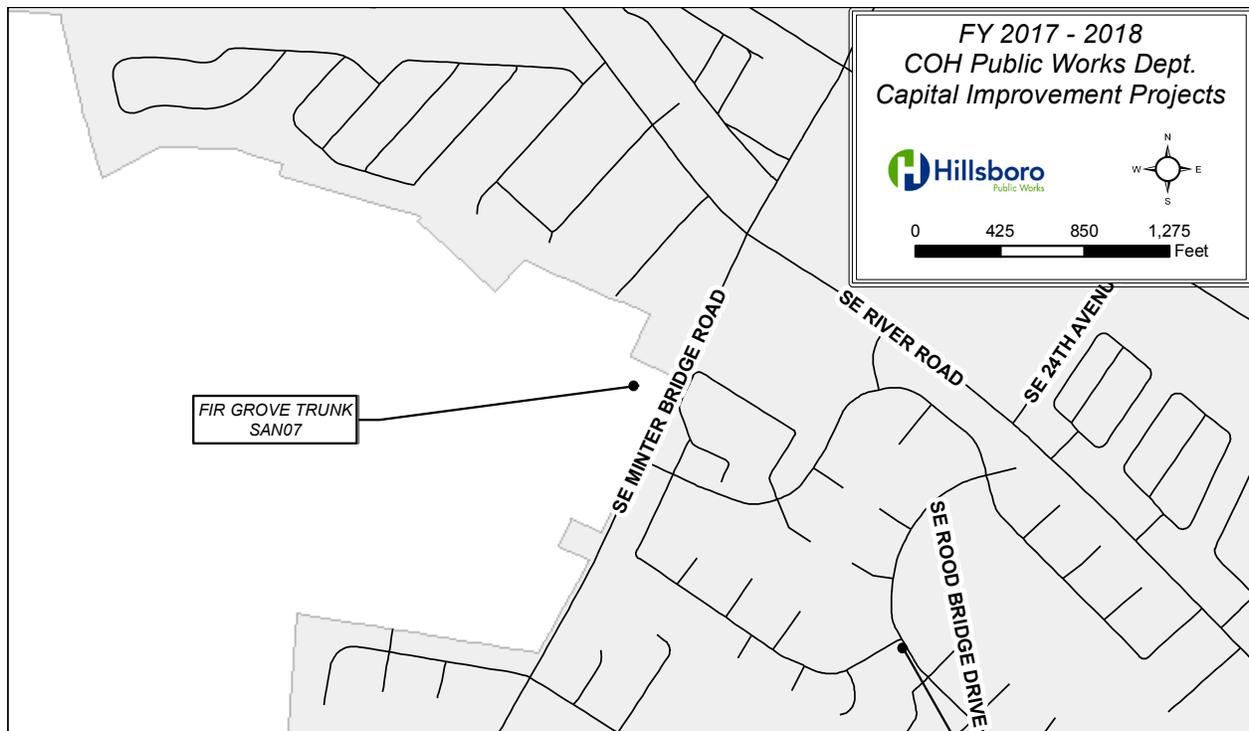
Project # & Title:	Fir Grove Trunk	Scheduled Start:	
Map Location:	SAN07	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will replace approximately 1,870 linear feet of sanitary sewer mainline that has been identified in the current master plan as being undersized. Project will be 79% SDC and 21% rates. CWS will pay 83% of the SDC portion.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 71,625	\$ -	\$ -	\$ 71,625
Total:	\$ -	\$ -	\$ -	\$ -	\$ 71,625	\$ -	\$ -	\$ 71,625

Revenue Funding Source(s):

Sanitary Sewer SDC	\$ -	\$ -	\$ -	\$ -	\$ 56,584	\$ -	\$ -	\$ 56,584
Sanitary Sewer Local Service Fund	-	-	-	-	15,041	-	-	15,041
Total:	\$ -	\$ -	\$ -	\$ -	\$ 71,625	\$ -	\$ -	\$ 71,625





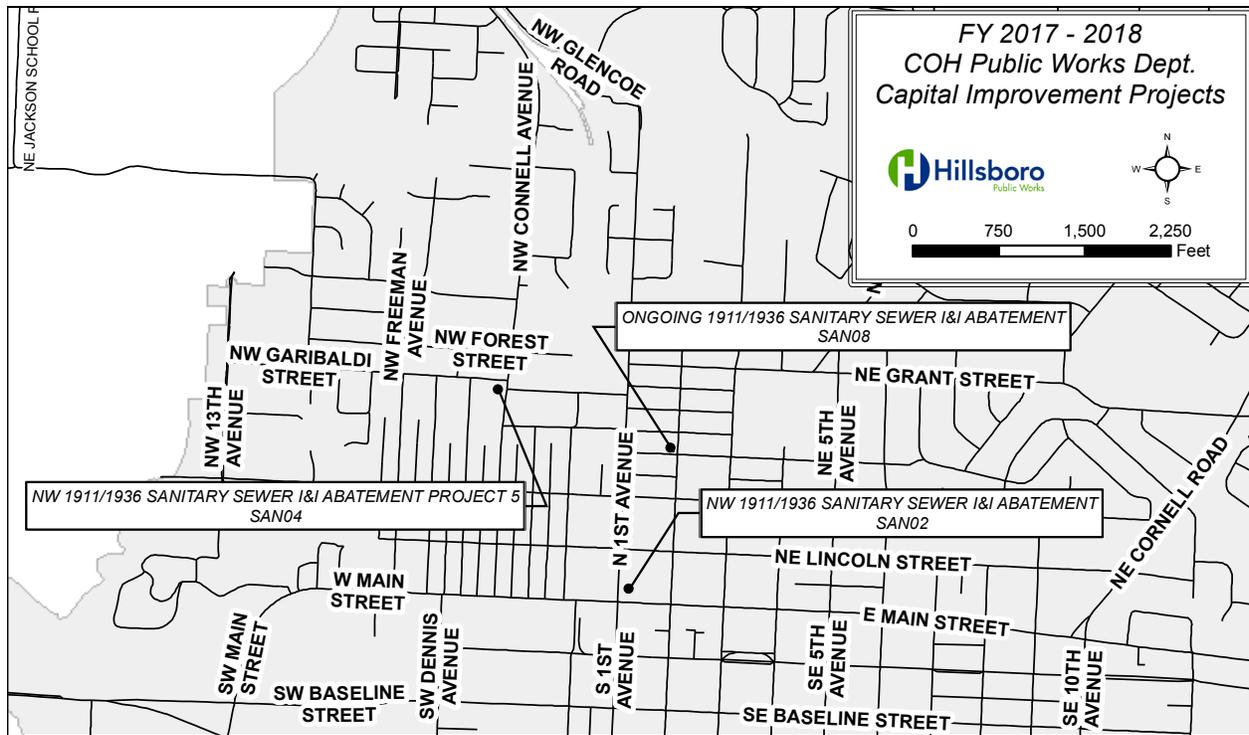
Project # & Title:	Ongoing 1911 / 1936 Sanitary Sewer I&I Abatement	Scheduled Start:	
Map Location:	SAN08	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will continue the replacement of sanitary sewer mainlines that are 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.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

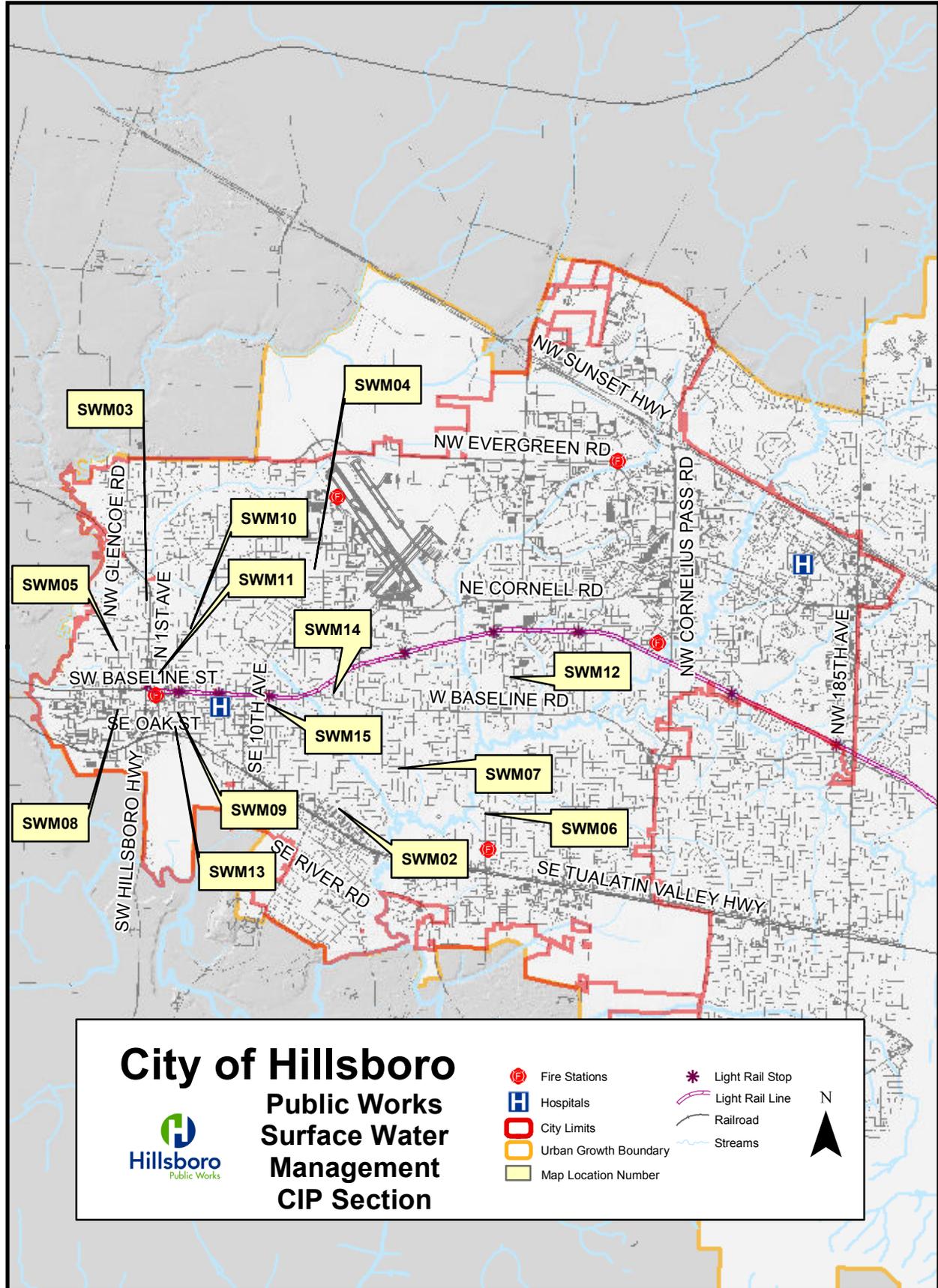
Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 40,000
Construction	-	-	-	-	-	2,000,000	2,000,000	4,000,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 2,020,000	\$ 2,000,000	\$ 4,040,000

Revenue Funding Source(s):

Sanitary Sewer Depreciation	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 1,020,000	\$ 1,000,000	\$ 2,040,000
Clean Water Services	-	-	-	-	-	1,000,000	1,000,000	2,000,000
Total:	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 2,020,000	\$ 2,000,000	\$ 4,040,000





City of Hillsboro
Public Works
Surface Water
Management
CIP Section



- Fire Stations
- Hospitals
- City Limits
- Urban Growth Boundary
- Map Location Number
- Light Rail Stop
- Light Rail Line
- Railroad
- Streams





Public Works Surface Water Management Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
10464	Storm Sewer Master Plan	177,012	1,000,000	500,000	300,000	-	-	-	1,977,012
10690	SE 24th and Spruce Storm Sewer Replacement	5,167	300,000	20,000	-	-	-	-	325,167
10894	Glencoe Creek Storm Culvert Improvements	161	200,000	300,000	700,000			-	1,200,161
10895	Griffin Oaks Pavement Replacement	1,504	254,200	471,200	6,200	-	-	-	733,104
10896	Reconstruction of Forest St at Freeman	381	30,260	32,000	6,200	-	-	-	68,841
10900	Golden Rd - Brookwood to Imlay	39,495	112,000	24,000	69,600	201,600	-	-	446,695
10971	Cedar Street Widening (BPCIP)	58,290	360,000	250,000	1,218,000	6,000	-	-	1,892,290
10987	Freeman Reconstruction - South of Main St	-	4,550	-	70,500	-	-	-	75,050
10994	Primrose Alley Reconstruction	40	87,500	49,000	-	-	-	-	136,540
11032	Jackson School Rd Bike/PED (Grant to Evergreen)	-	85,000	-	85,000	-	-	-	170,000
11080	Lincoln/2nd St Improvements	-	205,200	223,200	-	-	-	-	428,400
11081	Hidden Creek (NE 49th Ave to NE 53rd Ave)	-	20,000	62,500	370,000	101,000	-	-	553,500
11088	Stagg Property Alley Reconstruction	-	5,400	59,400	3,600	-	-	-	68,400
Unfunded Projects									
	SE 12th Ave Storm Sewer (Basin F)	-	-	-	-	-	52,500	902,500	955,000
10343	NE 24th Avenue Improvements	1,113	-	-	-	-	159,000	185,500	345,613
Total:		\$ 283,163	\$ 2,664,110	\$ 1,991,300	\$ 2,829,100	\$ 308,600	\$ 211,500	\$ 1,088,000	\$ 9,375,773
Five Year CIP									
Funded		282,050	2,664,110	1,991,300	2,829,100	308,600	-	-	8,075,160
Unfunded		1,113	-	-	-	-	211,500	1,088,000	1,300,613
Total Five Year CIP:		\$ 283,163	\$ 2,664,110	\$ 1,991,300	\$ 2,829,100	\$ 308,600	\$ 211,500	\$ 1,088,000	\$ 9,375,773

Public Works Surface Water Management (SWM) Projects

Project # & Title:	10464 - Storm Sewer Master Plan	Scheduled Start:	May 15, 2013
Map Location:	Various locations throughout the City	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
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 Storm water 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 storm water 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 storm water 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.	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 177,202	\$ 1,000,000	\$ 500,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 1,977,202
Total:	\$ 177,202	\$ 1,000,000	\$ 500,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 1,977,202

Revenue Funding Source(s):

SWM Depreciation	\$ 112,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,647
SWM SDC	64,554	800,000	400,000	240,000	-	-	-	1,504,554
SWM Local Service Fund	-	200,000	100,000	60,000	-	-	-	360,000
Total:	\$ 177,202	\$ 1,000,000	\$ 500,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 1,977,202



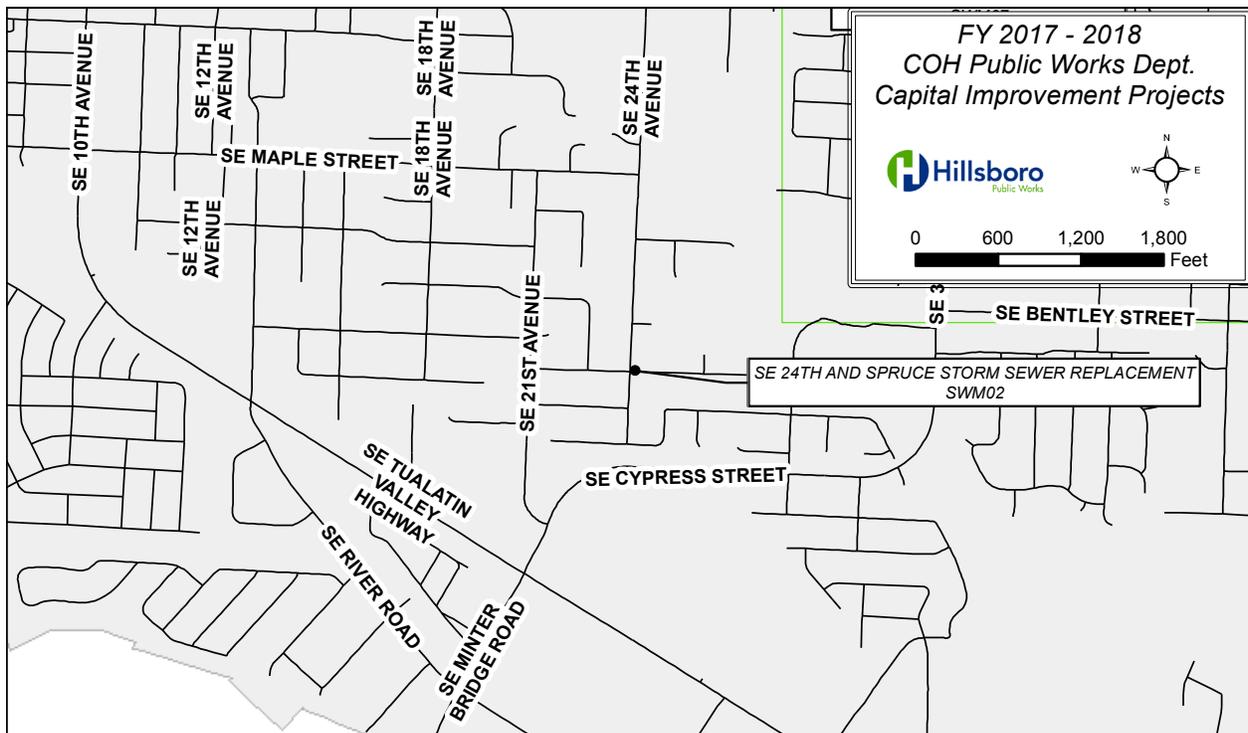
Project # & Title:	10690 - SE 24th and Spruce Storm Sewer Replacement	Scheduled Start:	April 13, 2012
Map Location:	SWM02	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will replace an existing 18" diameter storm 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.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 5,167	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 65,167
Construction	-	250,000	10,000	-	-	-	-	260,000
Total:	\$ 5,167	\$ 300,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 325,167

Revenue Funding Source(s):

SWM Depreciation	\$ 1,386	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,386
SWM SDC	3,781	225,000	15,000	-	-	-	-	243,781
SWM Local Service Fund	-	75,000	5,000	-	-	-	-	80,000
Total:	\$ 5,167	\$ 300,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 325,167



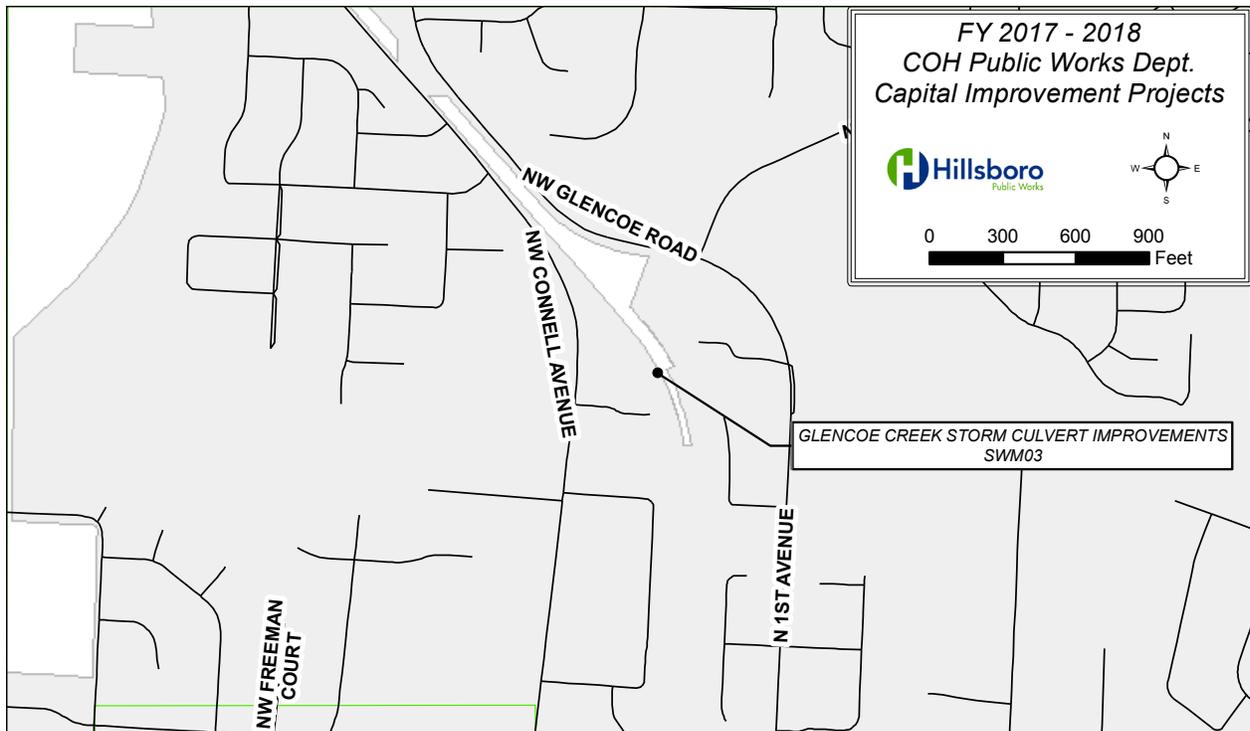
Project # & Title:	10894 - Glencoe Creek Storm Culvert Improvements	Scheduled Start:	May 15, 2014
Map Location:	SWM03	Scheduled Completion:	Ongoing
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	During the winter of 2013/14, the culverts passing under Glencoe 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.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 161	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 500,161
Construction	-	-	-	700,000	-	-	-	700,000
Total:	\$ 161	\$ 200,000	\$ 300,000	\$ 700,000	\$ -	\$ -	\$ -	\$ 1,200,161

Revenue Funding Source(s):

SWM SDC	\$ 161	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,161
SWM Local Service Fund	-	80,000	300,000	700,000	-	-	-	1,080,000
Total:	\$ 161	\$ 200,000	\$ 300,000	\$ 700,000	\$ -	\$ -	\$ -	\$ 1,200,161





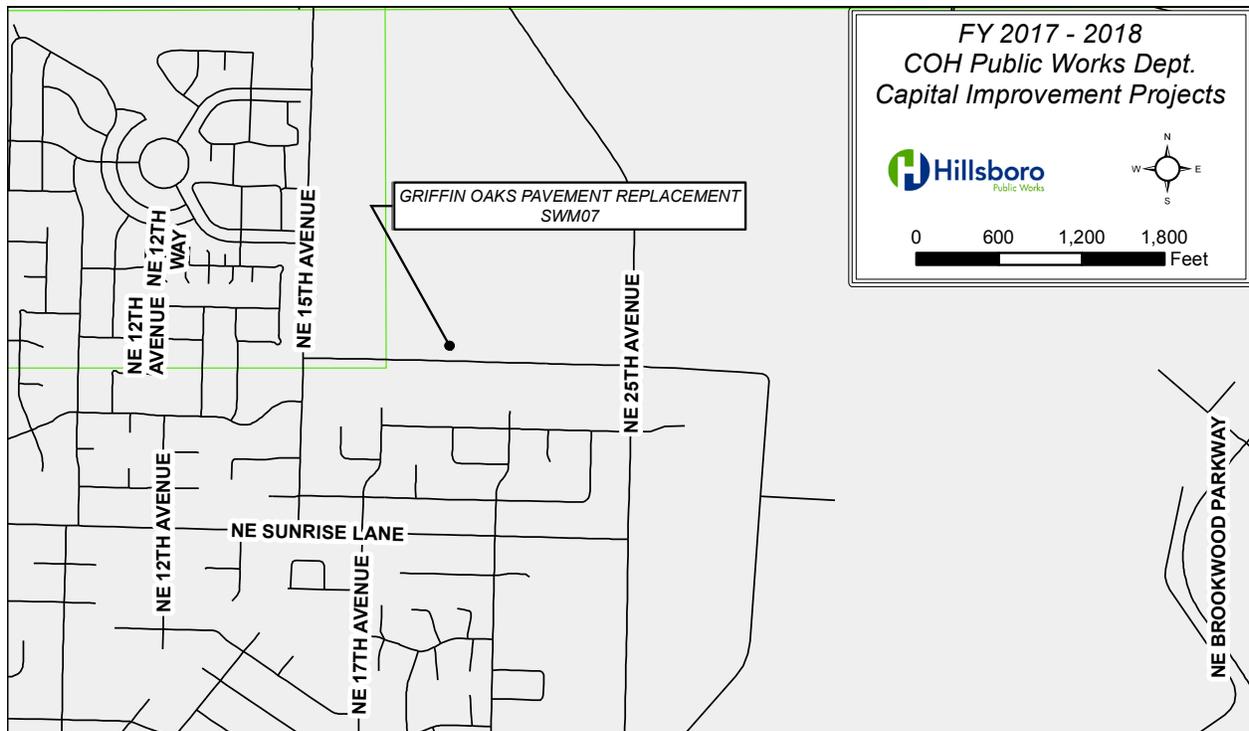
Project # & Title:	10895 - Griffin Oaks Pavement Replacement	Scheduled Start:	February 14, 2014
Map Location:	SWM04	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The existing concrete pavement between 15th and 25th on Griffin Oaks has failed and is in need of replacement.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 83,478	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 123,478
Construction	-	800,000	1,500,000	20,000	-	-	-	2,320,000
Total:	\$ 83,478	\$ 820,000	\$ 1,520,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,443,478

Revenue Funding Source(s):

TUF - Pavement Management	\$ 81,973	\$ 565,800	\$ 1,048,800	\$ 13,800	\$ -	\$ -	\$ -	\$ 1,710,373
SWM Depreciation	1,504	254,200	-	-	-	-	-	255,704
SMW Local Service Fee (LSF)	-	-	471,200	6,200	-	-	-	477,400
Total:	\$ 83,478	\$ 820,000	\$ 1,520,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,443,478



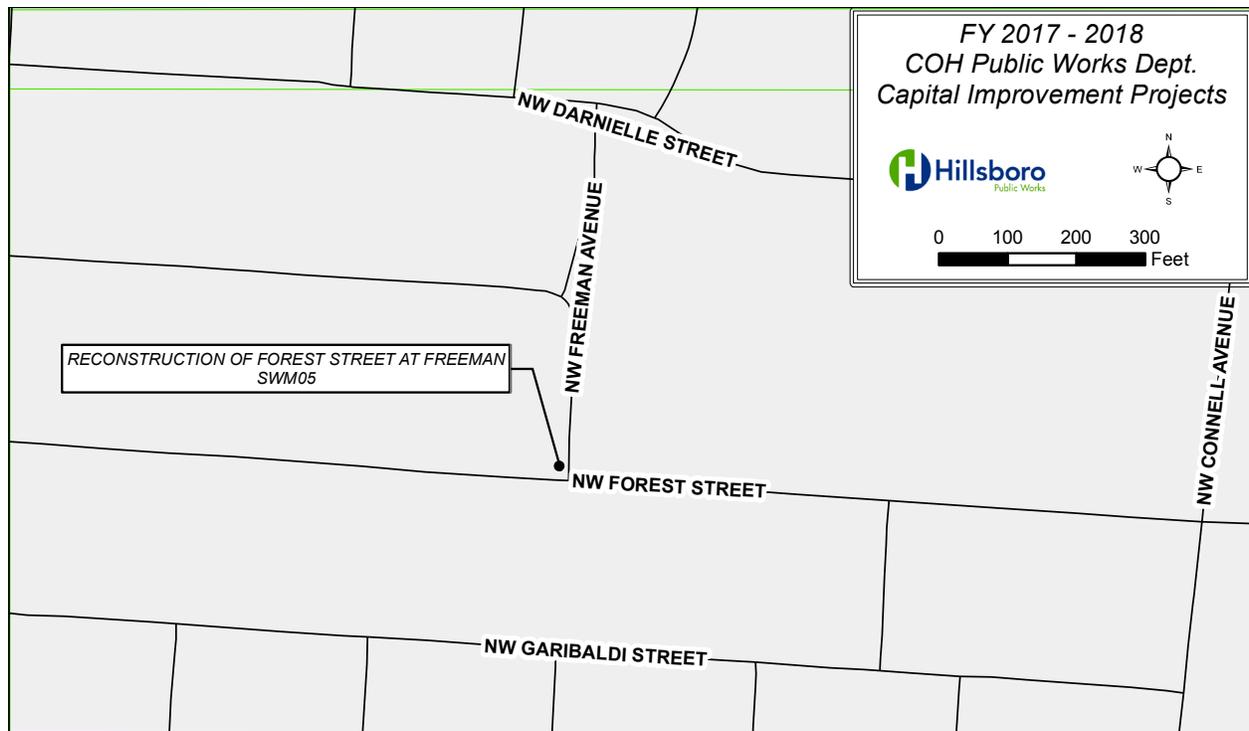
Project # & Title:	10896 - Reconstruction of Forest Street at Freeman	Scheduled Start:	February 14, 2014
Map Location:	SWM05	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The project will provide street improvements to NW Forest Street at the intersection with Freeman. The installation of curb and gutter, sidewalks, and drainage improvements will be included.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 2,931	\$ 42,600	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 65,531
Construction	-	262,660	300,000	20,000	-	-	-	582,660
Total:	\$ 2,931	\$ 305,260	\$ 320,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 648,191

Revenue Funding Source(s):

Transportation Fund	\$ 2,550	\$ -	\$ 288,000	\$ 13,800	\$ -	\$ -	\$ -	\$ 304,350
SWM SDC	381	30,260	32,000	6,200	-	-	-	68,841
Gain Share	-	275,000	-	-	-	-	-	275,000
Total:	\$ 2,931	\$ 305,260	\$ 320,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 648,191





Project # & Title:	10900 - Golden Road - Brookwood to Imlay	Scheduled Start:	March 14, 2014
Map Location:	SWM06	Scheduled Completion:	June 30, 2021
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

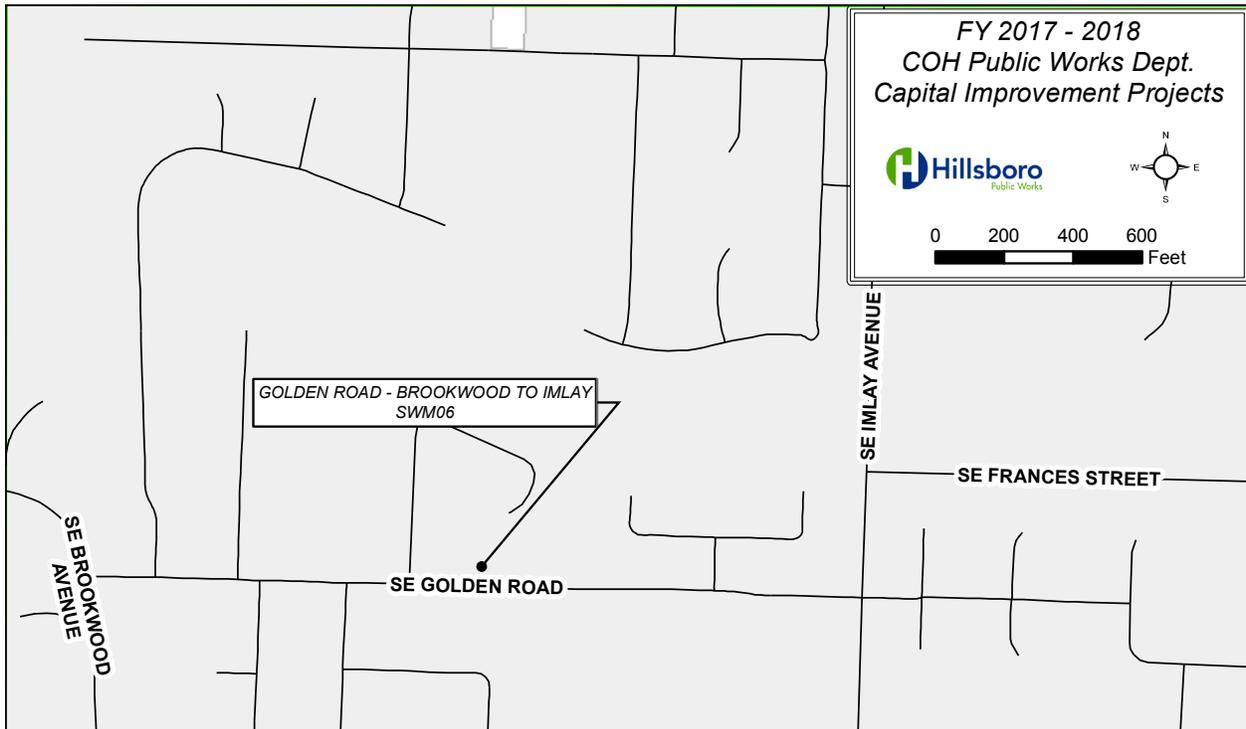
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 400,000	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 420,000
Design & Engineering	229,611	600,000	300,000	70,000	-	-	-	1,199,611
Construction	-	800,000	-	800,000	2,500,000	20,000	-	4,120,000
Total:	\$ 229,611	\$ 1,800,000	\$ 300,000	\$ 870,000	\$ 2,520,000	\$ 20,000	\$ -	\$ 5,739,611

Revenue Funding Source(s):

TUF - Pathways	\$ 190,117	\$ 963,000	\$ 276,000	\$ 800,400	\$ 2,318,400	\$ 20,000	\$ -	\$ 4,567,917
SWM SDC	39,495	112,000	24,000	69,600	201,600	-	-	446,695
Gain Share	-	725,000	-	-	-	-	-	725,000
Total:	\$ 229,611	\$ 1,800,000	\$ 300,000	\$ 870,000	\$ 2,520,000	\$ 20,000	\$ -	\$ 5,739,611

Operating Budget Impact:

Additional FTE	-	-	-	-	-	1.00	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,612	\$ 74,790	\$ 147,402
Total:	\$ -	\$ 72,612	\$ 74,790	\$ 147,402				



Project # & Title:	10971 - Cedar Street Widening (BICIP)	Scheduled Start:	December 15, 2014
Map Location:	SWM07	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
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.	Funded/Unfunded:	Funded
Operating Impacts:	Require one new FTE and minimal maintenance costs	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

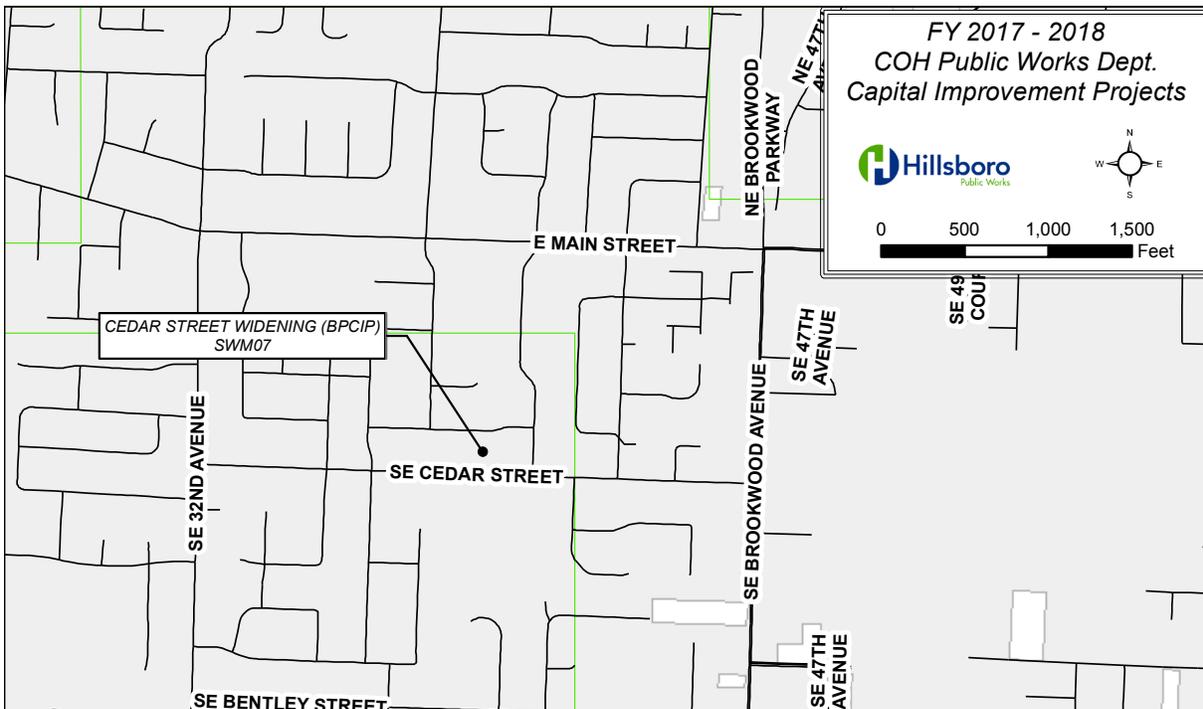
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Design & Engineering	211,950	600,000	70,000	70,000	20,000	-	-	971,950
Construction	-	800,000	3,500,000	3,700,000	10,000	-	-	8,010,000
Total:	\$ 211,950	\$ 1,800,000	\$ 3,570,000	\$ 3,770,000	\$ 30,000	\$ -	\$ -	\$ 9,381,950

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ -	\$ 635,000	\$ -	\$ -	\$ -	\$ -	\$ 635,000
TUF - Pathways	71,568	440,000	471,700	1,168,700	9,300	-	-	2,161,268
Transportation Impact Fee - Collector	82,093	1,000,000	713,300	1,383,300	14,700	-	-	3,193,393
SWM SDC	58,290	360,000	250,000	1,218,000	6,000	-	-	1,892,290
Gain Share	-	-	1,500,000	-	-	-	-	1,500,000
Total:	\$ 211,950	\$ 1,800,000	\$ 3,570,000	\$ 3,770,000	\$ 30,000	\$ -	\$ -	\$ 9,381,950

Operating Budget Impact:

Additional FTE	-	-	-	-	1.00	-	-	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ 70,603	\$ 72,721	\$ 74,903	\$ 218,227
Total:	\$ -	\$ -	\$ -	\$ -	\$ 70,603	\$ 72,721	\$ 74,903	\$ 218,227





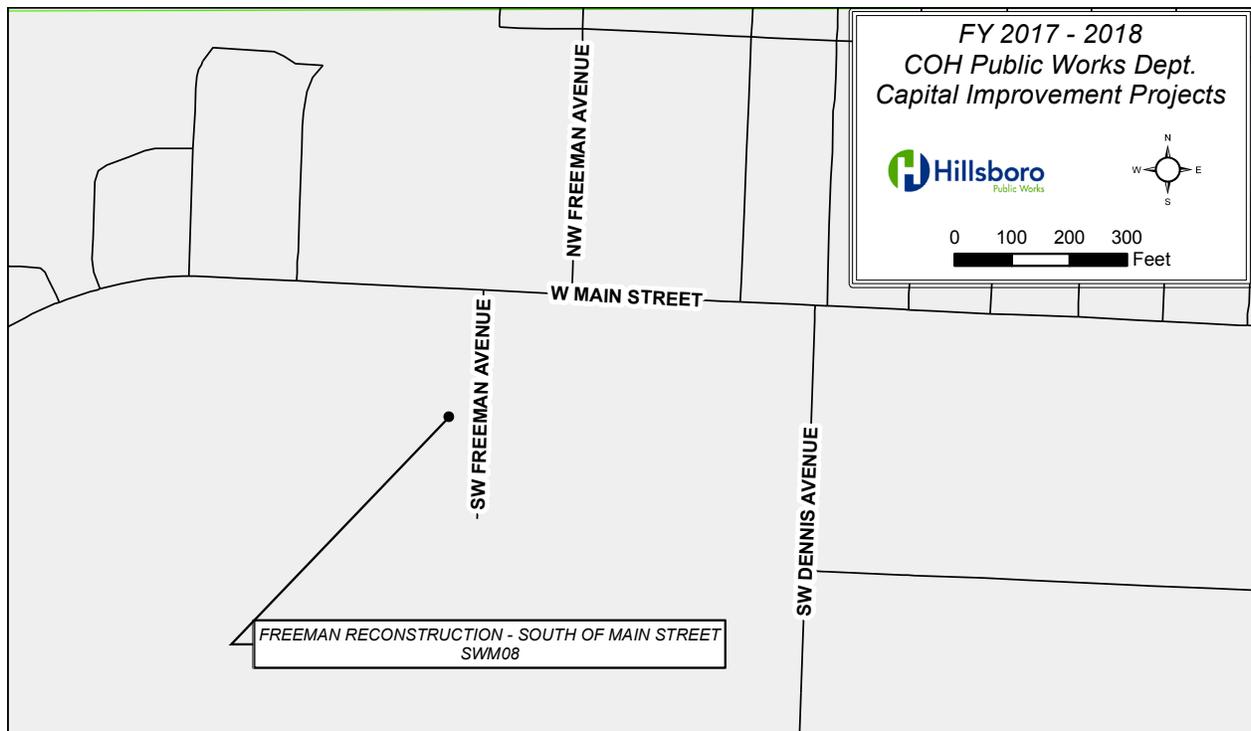
Project # & Title:	10987 - Freeman Reconstruction - South of Main Street	Scheduled Start:	July 1, 2017
Map Location:	SWM08	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Project identified by PMP to reconstruct roadway. Street needs storm sewer extended to correct drainage problems. Freeman is a 400' dead end street with no turnaround. Project will also obtain easement to construct a modified hammerhead turnaround to accommodate fire apparatus and public works maintenance vehicles. Currently, the entire 60' right of way is paved with head in parking. Project will pave 24' street with ribbon curb to delineate city maintenance and remaining right of way will be off street parking maintained by adjacent businesses.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ 30,280	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 100,280
Construction	-	-	100,000	300,000	10,000	-	-	410,000
Total:	\$ -	\$ 30,280	\$ 150,000	\$ 320,000	\$ 10,000	\$ -	\$ -	\$ 510,280

Revenue Funding Source(s):

Transportation Fund	\$ -	\$ 21,440	\$ 129,000	\$ 204,700	\$ 10,000	\$ -	\$ -	\$ 365,140
TUF - Pavement Management	-	4,290	21,000	44,800	-	-	-	70,090
SWM SDC	-	4,550	-	70,500	-	-	-	75,050
Total:	\$ -	\$ 30,280	\$ 150,000	\$ 320,000	\$ 10,000	\$ -	\$ -	\$ 510,280



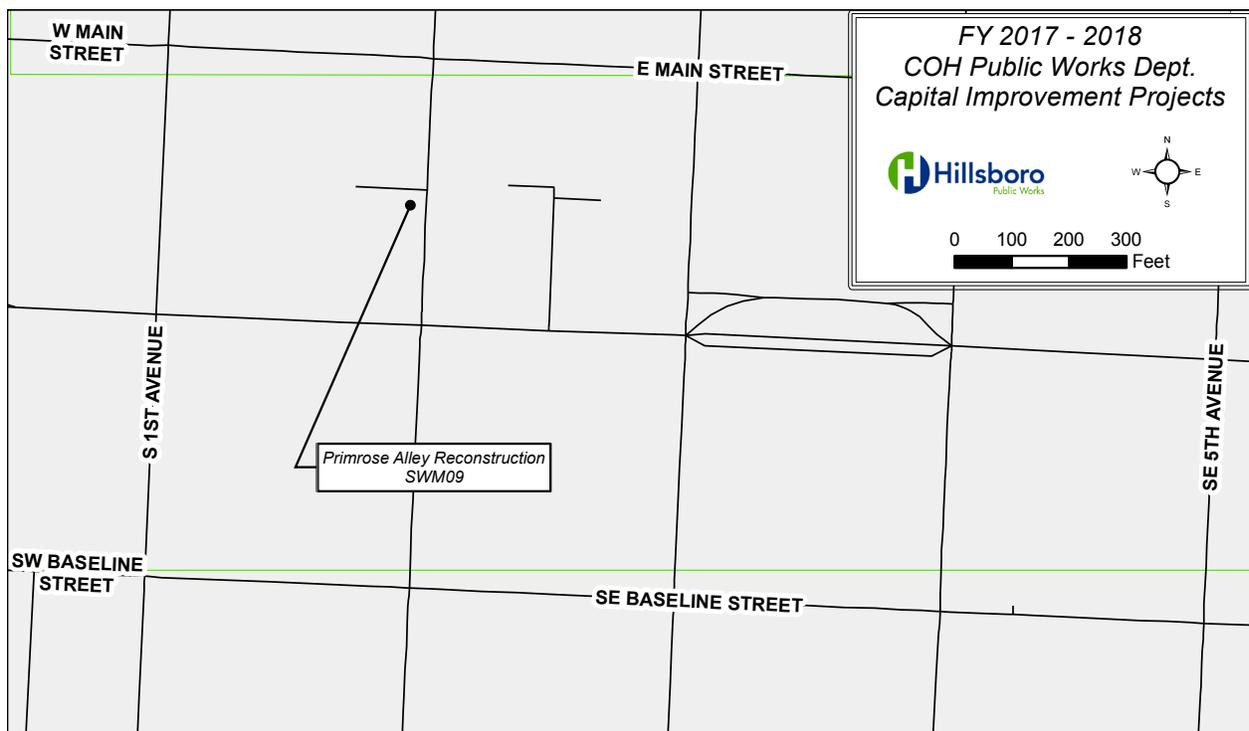
Project # & Title:	10994 - Primrose Alley Reconstruction	Scheduled Start:	November 13, 2015
Map Location:	SWM09	Scheduled Completion:	June 30, 2018
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	This project will reconstruct the City alley bounded by E Main Street, SE Washington Street, SE 2nd Avenue, and SE 3rd Avenue. The existing pavement has deteriorated to where the entire section needs to be dug out and reconstructed. The alley also contains a public storm line that was built in the 1950s and does not meet current standards. The line will be replaced and inlets added to improve drainage.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 114	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 60,114
Construction	-	200,000	130,000	-	-	-	-	330,000
Total:	\$ 114	\$ 250,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 390,114

Revenue Funding Source(s):

TUF - Pavement Management	\$ 74	\$ 162,500	\$ 91,000	\$ -	\$ -	\$ -	\$ -	\$ 253,574
SWM Depreciation	16	-	-	-	-	-	-	16
SWM SDC	24	35,000	29,400	-	-	-	-	64,424
SWM Local Service Fund	-	52,500	19,600	-	-	-	-	72,100
Total:	\$ 114	\$ 250,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 390,114





Project # & Title:	11032 - Jackson School Road Bike/PED (Grant to Evergreen)	Scheduled Start:	July 29, 2016
Map Location:	SWM10	Scheduled Completion:	June 30, 2022
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	This project will complete the design and construct the improvement of NE Jackson School Road from NE Grant Street to NW Evergreen Road with sidewalks, landscape strips, street lighting, bicycle facilities, curb & gutter, center turn lane, and storm drainage as necessary. Thirty percent (30%) design has previously been completed by Washington County. This project is part of the 2010-2019 bicycle and pedestrian master plan. Also, reconstruction of 5th Avenue between Baseline and Grant Street will be part of the project as well as existing storm sewer needs to be extended to pick up storm water at Darnielle and 6th.		
Operating Impacts:	Require one new FTE and minimal maintenance costs	Funded/Unfunded:	Funded
		Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

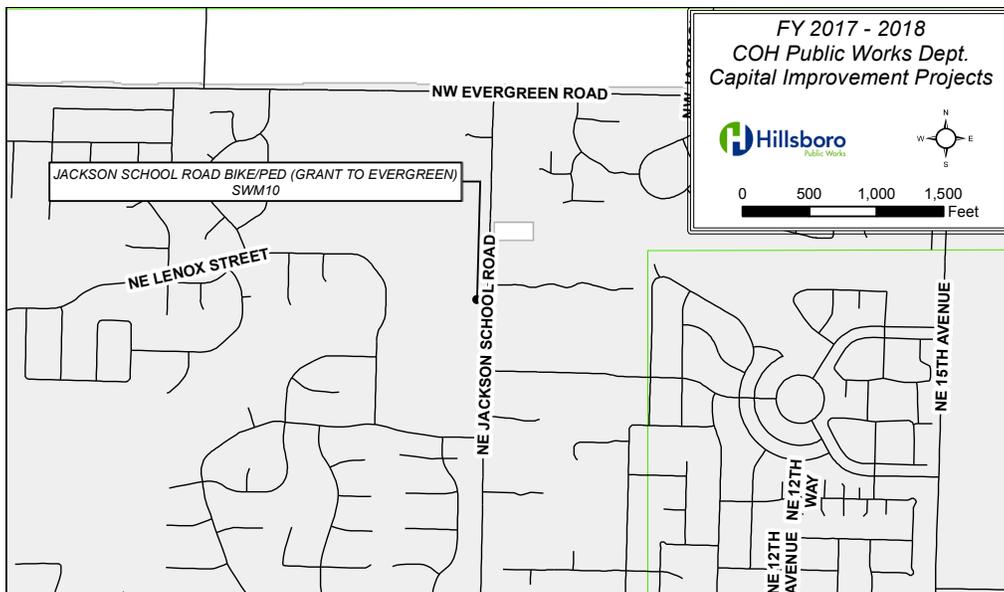
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ -	\$ 900,000	\$ 1,000,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 2,000,000
Design & Engineering	123,062	1,625,000	1,800,000	300,000	400,000	50,000	-	4,298,062
Construction	-	-	-	2,800,000	6,550,000	4,025,000	20,000	13,395,000
Total:	\$ 123,062	\$ 2,525,000	\$ 2,800,000	\$ 3,200,000	\$ 6,950,000	\$ 4,075,000	\$ 20,000	\$ 19,693,062

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ 340,000	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 680,000
TUF - Pathways	1,383	336,000	448,000	87,000	1,112,000	652,000	3,200	2,639,583
Transportation Impact Fee	780	189,000	252,000	288,000	625,500	366,750	1,800	1,723,830
Transportation Development Tax (TDT)	120,899	814,479	2,100,000	400,000	2,212,500	3,056,250	15,000	8,719,128
SWM SDC	-	59,500	-	59,500	-	-	-	119,000
SWM Local Service Fund	-	25,500	-	25,500	-	-	-	51,000
Washington County MSTIP	-	760,521	-	2,000,000	3,000,000	-	-	5,760,521
Total:	\$ 123,062	\$ 2,525,000	\$ 2,800,000	\$ 3,200,000	\$ 6,950,000	\$ 4,075,000	\$ 20,000	\$ 19,693,062

Operating Budget Impact:

Additional FTE	-	-	-	-	-	-	1.00	1.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,716	\$ 74,716
Total:	\$ -	\$ 74,716	\$ 74,716					



Project # & Title:	11080 - Lincoln/2nd Street Improvements	Scheduled Start:	August 15, 2016
Map Location:	SWM11	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Lincoln and 2nd Avenue identified as needing overlay through PMP. In this process, we are asked to add bulb-outs on Lincoln for pedestrian safety and the storm line was identified as needing replaced. Project will grind 3.5" - 4" of existing AC and replace with 3.5" AC overlay on Lincoln from 1st thru 4th Avenues and 2nd Avenue from Lincoln thru Jackson (including curb and driveway repairs as necessary), ADA ramp upgrades as required by overlay, add bulb-outs on Lincoln at 2nd/3rd/4th, and replacing the storm line on Lincoln.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 200,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 240,000
Construction	-	940,000	1,200,000	-	-	-	-	2,140,000
Total:	\$ -	\$ 1,140,000	\$ 1,240,000	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000

Revenue Funding Source(s):

Transportation Fund	\$ -	\$ 387,600	\$ 421,600	\$ -	\$ -	\$ -	\$ -	\$ 809,200
TUF - Pavement Management	-	547,200	595,200	-	-	-	-	1,142,400
SWM Local Service Fund	-	205,200	223,200	-	-	-	-	428,400
Total:	\$ -	\$ 1,140,000	\$ 1,240,000	\$ -	\$ -	\$ -	\$ -	\$ 2,380,000





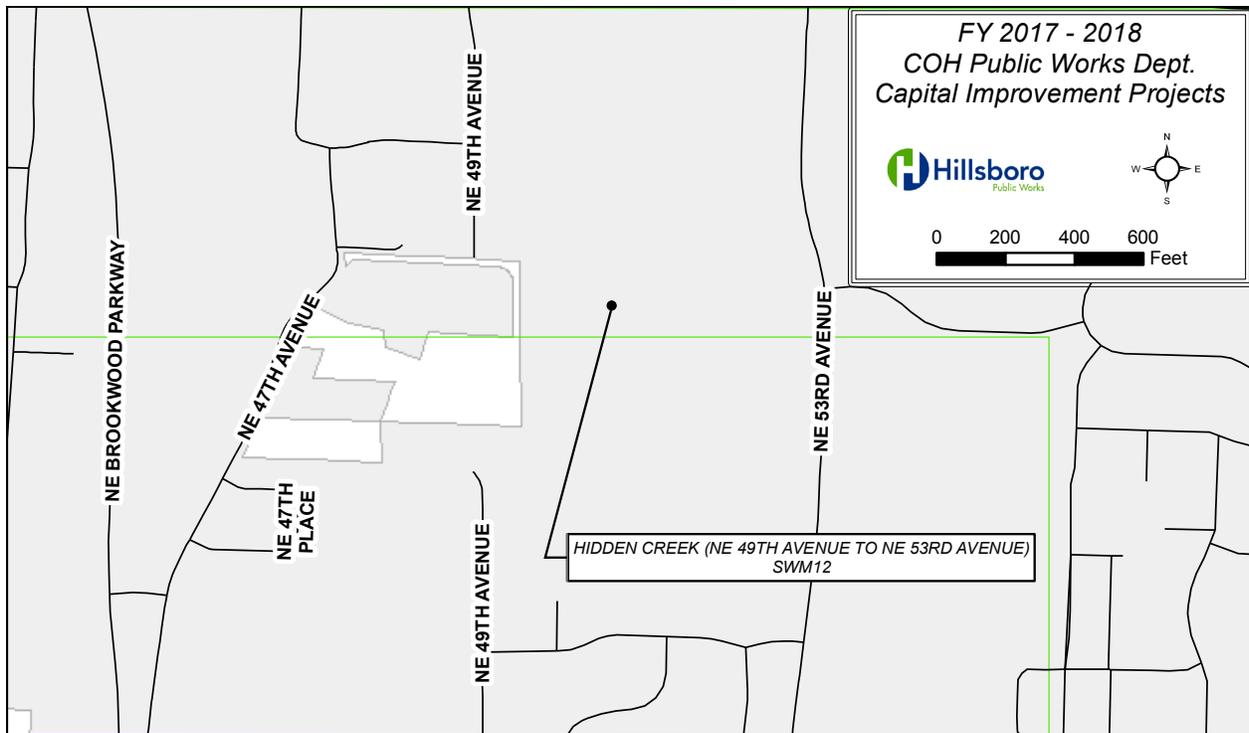
Project # & Title:	11081 - Hidden Creek (NE 49th Avenue to NE 53rd Avenue)	Scheduled Start:	July 1, 2016
Map Location:	SWM12	Scheduled Completion:	June 30, 2020
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	The 47th/49th Avenue area has been recognized as a public safety and access issue for several years. This project would extend a three lane collector street with bike lanes from NE 53rd Avenue west to connect to NE 49th Avenue. This street extension would provide a second public access into the neighborhood and would provide the parks site with street frontage along its northerly boundary. Subject to modification of the TSP to establish as a collector.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Acquisition	\$ -	\$ -	\$ 200,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,200,000
Design & Engineering	-	200,000	425,000	200,000	10,000	-	-	835,000
Construction	-	-	-	1,500,000	1,000,000	-	-	2,500,000
Total:	\$ -	\$ 200,000	\$ 625,000	\$ 3,700,000	\$ 1,010,000	\$ -	\$ -	\$ 5,535,000

Revenue Funding Source(s):

Transportation Development Tax (TDT)	\$ -	\$ 180,000	\$ 562,500	\$ 2,330,000	\$ 909,000	\$ -	\$ -	\$ 3,981,500
SWM SDC	-	20,000	62,500	370,000	101,000	-	-	553,500
Parks SDC	-	-	-	1,000,000	-	-	-	1,000,000
Total:	\$ -	\$ 200,000	\$ 625,000	\$ 3,700,000	\$ 1,010,000	\$ -	\$ -	\$ 5,535,000



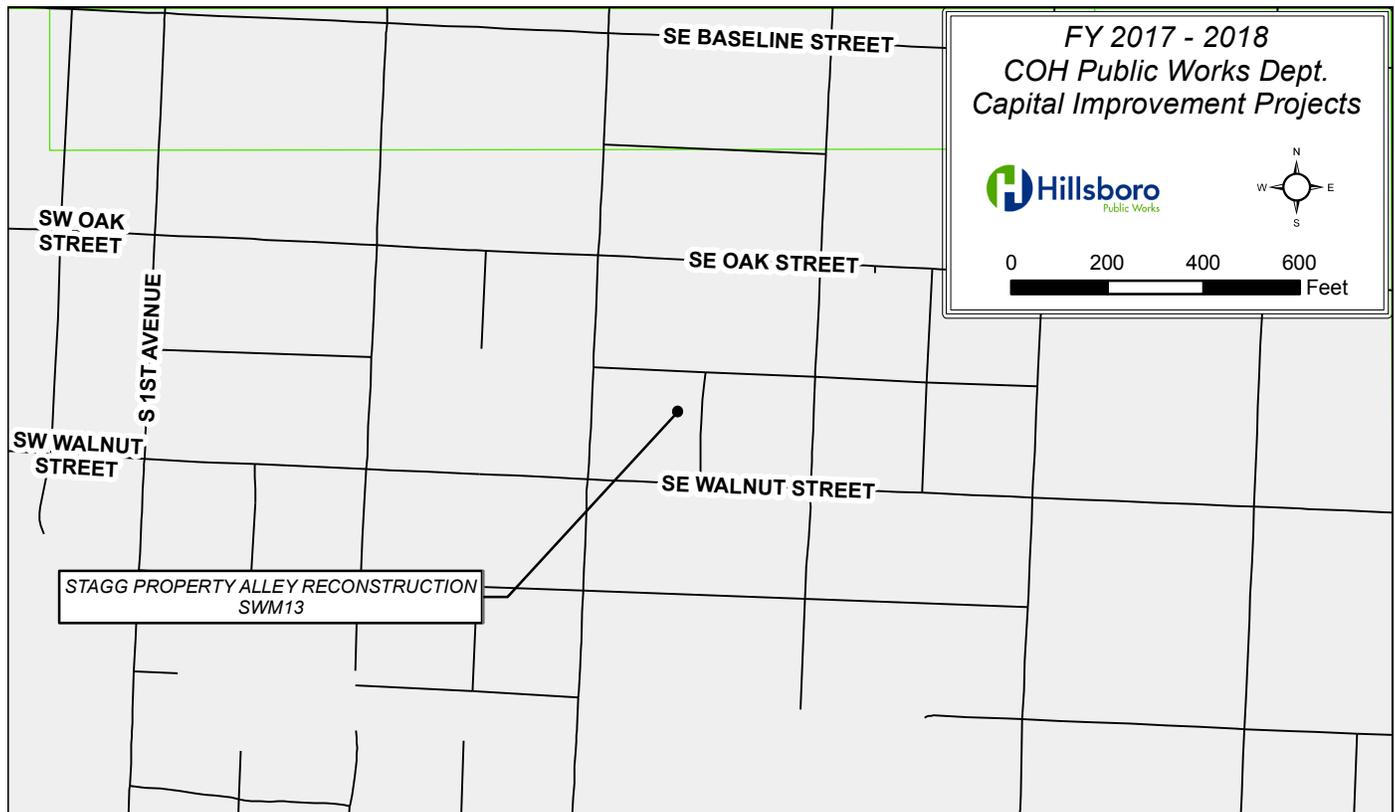
Project # & Title:	11088 - Stagg Property Alley Reconstruction	Scheduled Start:	July 1, 2016
Map Location:	SWM13	Scheduled Completion:	June 30, 2019
Department/Division:	Public Works - Engineering	Project Status:	Active
Project Description:	Reconstruction of alley between 3rd and Fourth just south of Walnut. Also reconstruction of 4th Avenue from Walnut south to said alley.	Funded/Unfunded:	Funded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 30,000	\$ 30,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 70,000
Construction	-	-	300,000	10,000	-	-	-	310,000
Total:	\$ -	\$ 30,000	\$ 330,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 380,000

Revenue Funding Source(s):

TUF - Pavement Management	\$ -	\$ 24,600	\$ 270,600	\$ 16,400	\$ -	\$ -	\$ -	\$ 311,600
SWM SDC	-	5,400	59,400	3,600	-	-	-	68,400
Total:	\$ -	\$ 30,000	\$ 330,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 380,000





Surface Water Management Projects - Unfunded

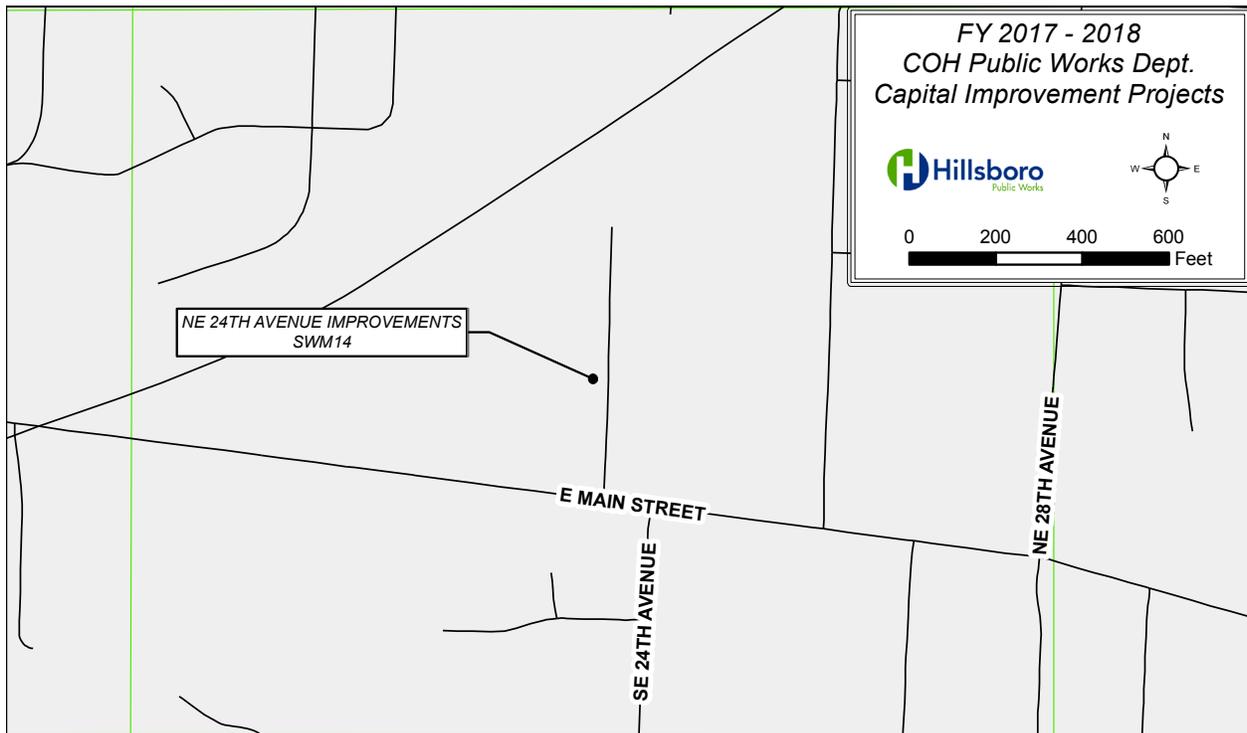
Project # & Title:	10343 - NE 24th Avenue Improvements	Scheduled Start:	January 13, 2012
Map Location:	SWM14	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project will provide full width street improvements to NE 24th Avenue between Main Street and Light Rail. Installation of curb and gutter, sidewalks, and drainage improvements will be included.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 152,151
Construction	-	-	-	-	-	200,000	300,000	500,000
Total:	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 350,000	\$ 652,151

Revenue Funding Source(s):

Transportation Fund	\$ 1,038	\$ -	\$ -	\$ -	\$ -	\$ 141,000	\$ 164,500	\$ 306,538
SWM Depreciation	311	-	-	-	-	-	-	311
SWM SDC	801	-	-	-	-	84,000	98,000	182,801
SWM Local Service Fund	-	-	-	-	-	75,000	87,500	162,500
Total:	\$ 2,151	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 350,000	\$ 652,151



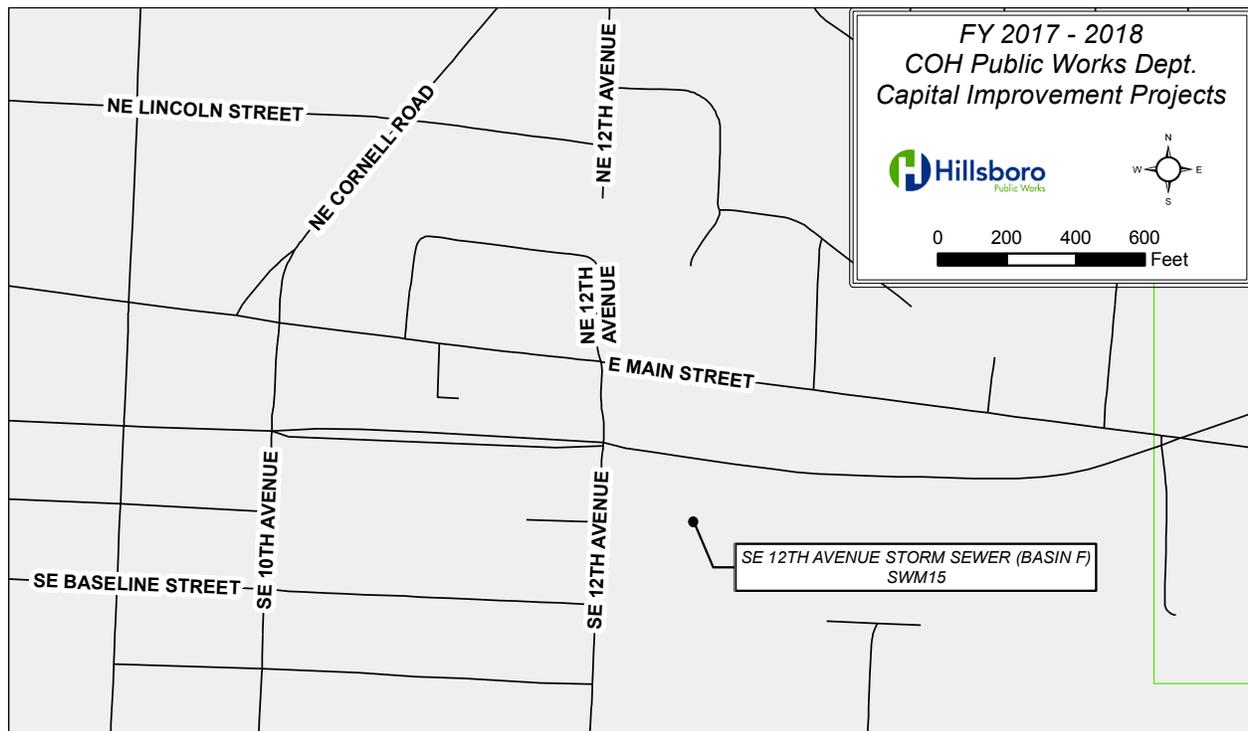
Project # & Title:	SE 12th Avenue Storm Sewer (Basin F)	Scheduled Start:	
Map Location:	SWM15	Scheduled Completion:	
Department/Division:	Public Works - Engineering	Project Status:	Inactive
Project Description:	The project is identified in the City's current storm sewer master plan and will replace and 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.	Funded/Unfunded:	Unfunded
Operating Impacts:	None - Replacement and improvement of existing infrastructure	Estimated Useful Life:	

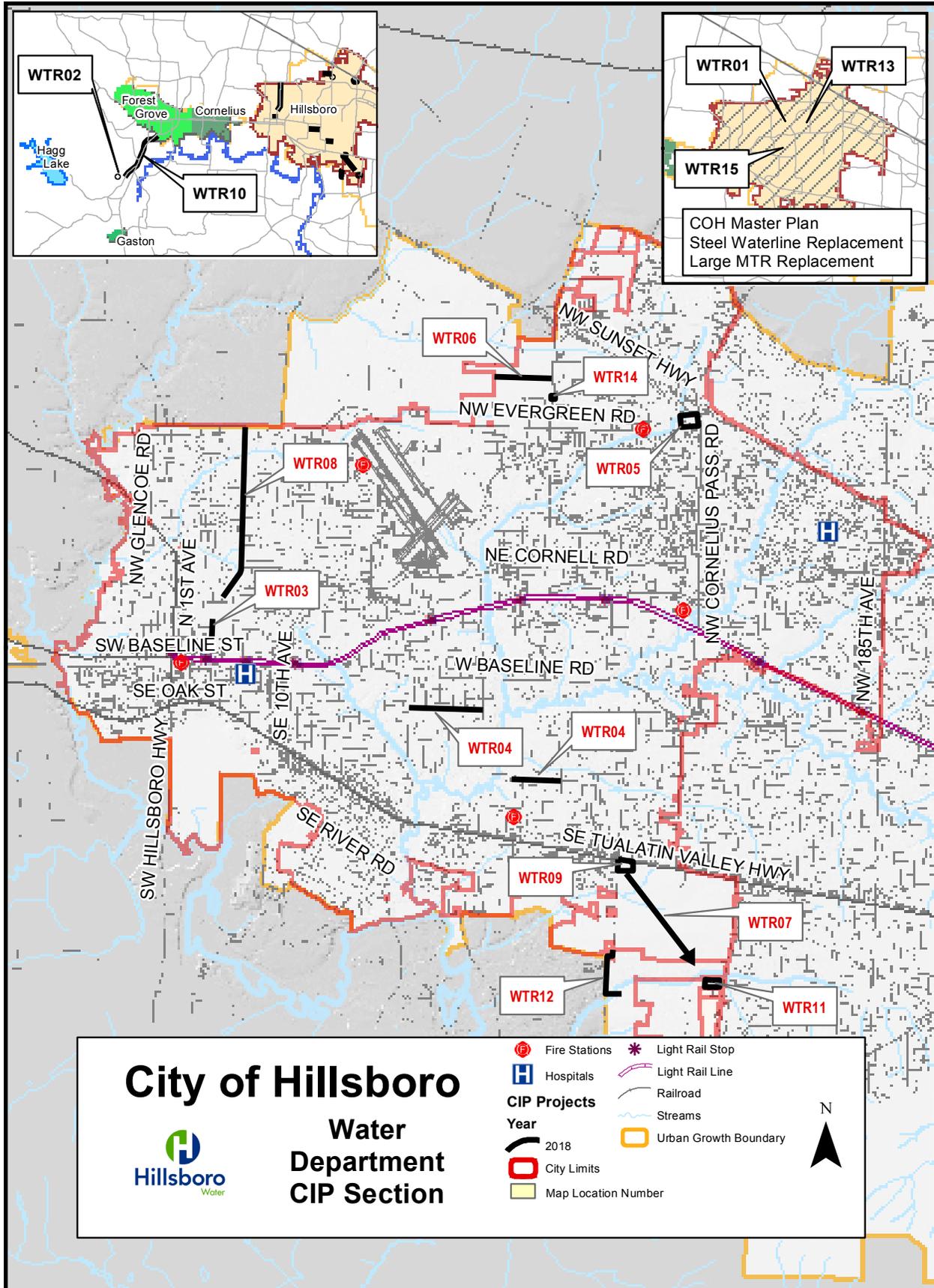
Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 5,000
Construction	-	-	-	-	-	50,000	900,000	950,000
Total:	\$ -	\$ 52,500	\$ 902,500	\$ 955,000				

Revenue Funding Source(s):

SWM SDC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,425	\$ 694,925	\$ 735,350
SWM Local Service Fund	-	-	-	-	-	12,075	207,575	219,650
Total:	\$ -	\$ 52,500	\$ 902,500	\$ 955,000				





Water Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
Various	Waterline Replacement Program	-	1,340,000	1,570,000	1,466,000	1,446,000	1,566,000	886,000	8,274,000
	Water Master Plan	-	-	620,000	-	-	-	-	620,000
	Brookwood Parkway PRV	-	-	10,000	20,000	320,000	-	-	350,000
	229th Pipeline Upsizing	-	-	230,000	-	-	-	-	230,000
10705	Huffman Road Extension	10,798	880,000	300,000	-	-	-	-	1,190,798
10816	Dilley Reservoir Structural and Site Improvements	423,458	1,230,000	250,000	-	-	-	-	1,903,458
10827	Willamette Water Supply	9,931,276	19,288,067	20,965,230	36,125,837	28,700,881	66,462,570	52,696,231	234,170,092
11024	Tualatin Valley Water District Intertie	-	100,000	100,000	-	-	-	-	200,000
11096	Large Customer Meter Replacement	-	150,000	240,000	150,000	150,000	150,000	150,000	990,000
11098	Jackson School Rd Widening	-	40,000	10,000	10,000	210,000	-	-	270,000
11099	SW 229th PRV Station	-	170,000	400,000	20,000	-	-	-	590,000
11103	South Hillsboro TVWD Intertie Meter	-	130,000	130,000	-	-	-	-	260,000
11104	South Hillsboro Butternut Creek Supply Line	-	590,000	770,000	-	-	-	-	1,360,000
Joint Water Commission (JWC) Projects									
11011/10571	JWC Water Treatment Plant Expansion	559,562	3,210,000	14,750,000	12,050,339	2,470,000	-	-	33,039,901
	JWC Fairway Fund Land	-	-	150,000	-	-	-	-	150,000
Total:		\$ 10,925,094	\$ 27,128,067	\$ 40,495,230	\$ 49,842,176	\$ 33,296,881	\$ 68,178,570	\$ 53,732,231	\$ 283,598,249
Five Year CIP									
	Funded	10,925,094	27,128,067	40,495,230	49,842,176	33,296,881	68,178,570	53,732,231	283,598,249
	Unfunded	-	-	-	-	-	-	-	-
Total Five Year CIP:		\$ 10,925,094	\$ 27,128,067	\$ 40,495,230	\$ 49,842,176	\$ 33,296,881	\$ 68,178,570	\$ 53,732,231	\$ 283,598,249



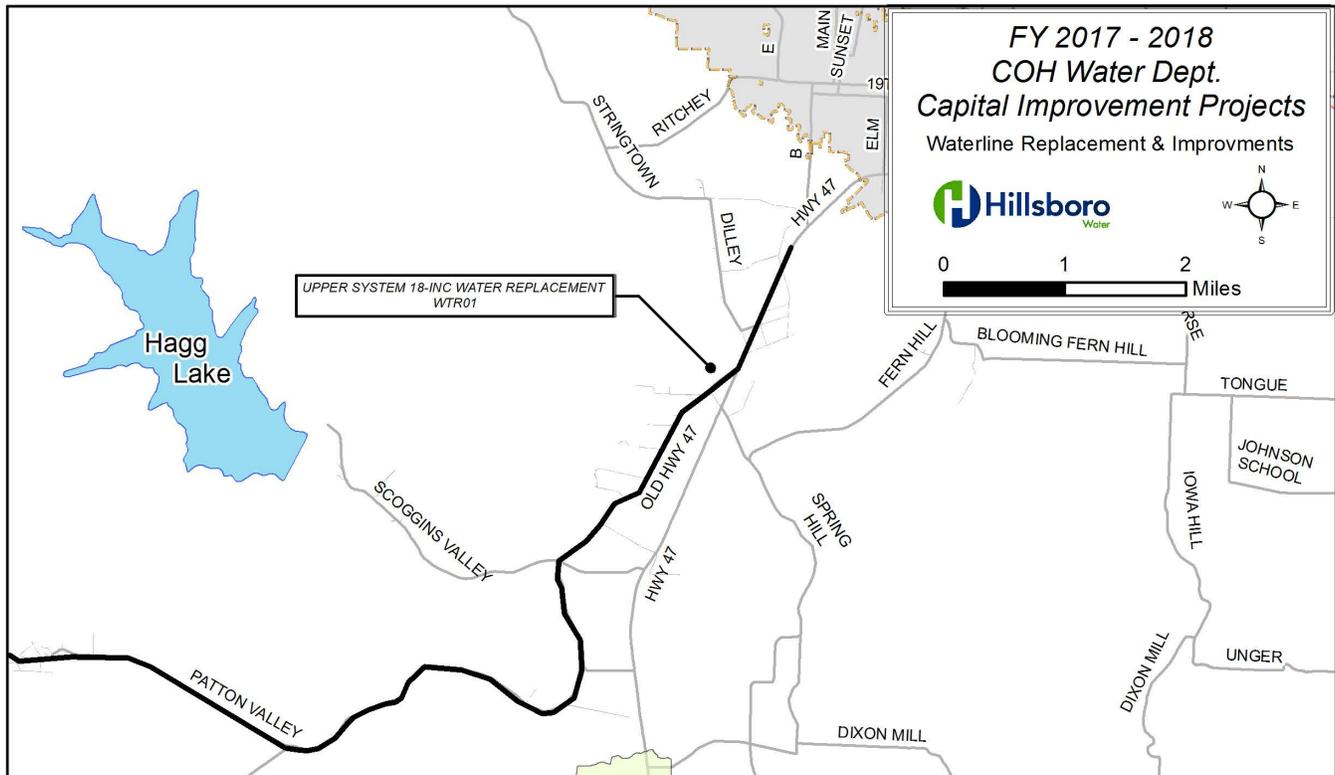
Water Projects

Project # & Title:	<u>Waterline Replacement Program</u>	Scheduled Start:	<u>N/A</u>
Map Location:	<u>WTR01</u>	Scheduled Completion:	<u>Ongoing</u>
Department/Division:	<u>Water</u>	Project Status:	<u>Active</u>
Project Description:	<u>This project is to replace identified existing waterlines with an upgrade in pipe size and type.</u>		
Operating Impacts:	<u>None - replacement of existing infrastructure</u>	Funded/Unfunded:	<u>Funded</u>
		Estimated Useful Life:	<u>50 years</u>

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 268,000	\$ 500,000	\$ 300,000	\$ 289,200	\$ 313,200	\$ 177,200	\$ 1,847,600
Construction	-	1,072,000	1,070,000	1,166,000	1,156,800	1,252,800	708,800	6,426,400
Total:	\$ -	\$ 1,340,000	\$ 1,570,000	\$ 1,466,000	\$ 1,446,000	\$ 1,566,000	\$ 886,000	\$ 8,274,000

Revenue Funding Source(s):								
Water Fund	\$ -	\$ 315,000	\$ 487,500	\$ 366,500	\$ 361,500	\$ 391,500	\$ 221,500	\$ 2,143,500
System Development Charges	-	370,000	455,000	-	-	-	-	825,000
Funded Depreciation	-	655,000	627,500	1,099,500	1,084,500	1,174,500	664,500	5,305,500
Total:	\$ -	\$ 1,340,000	\$ 1,570,000	\$ 1,466,000	\$ 1,446,000	\$ 1,566,000	\$ 886,000	\$ 8,274,000

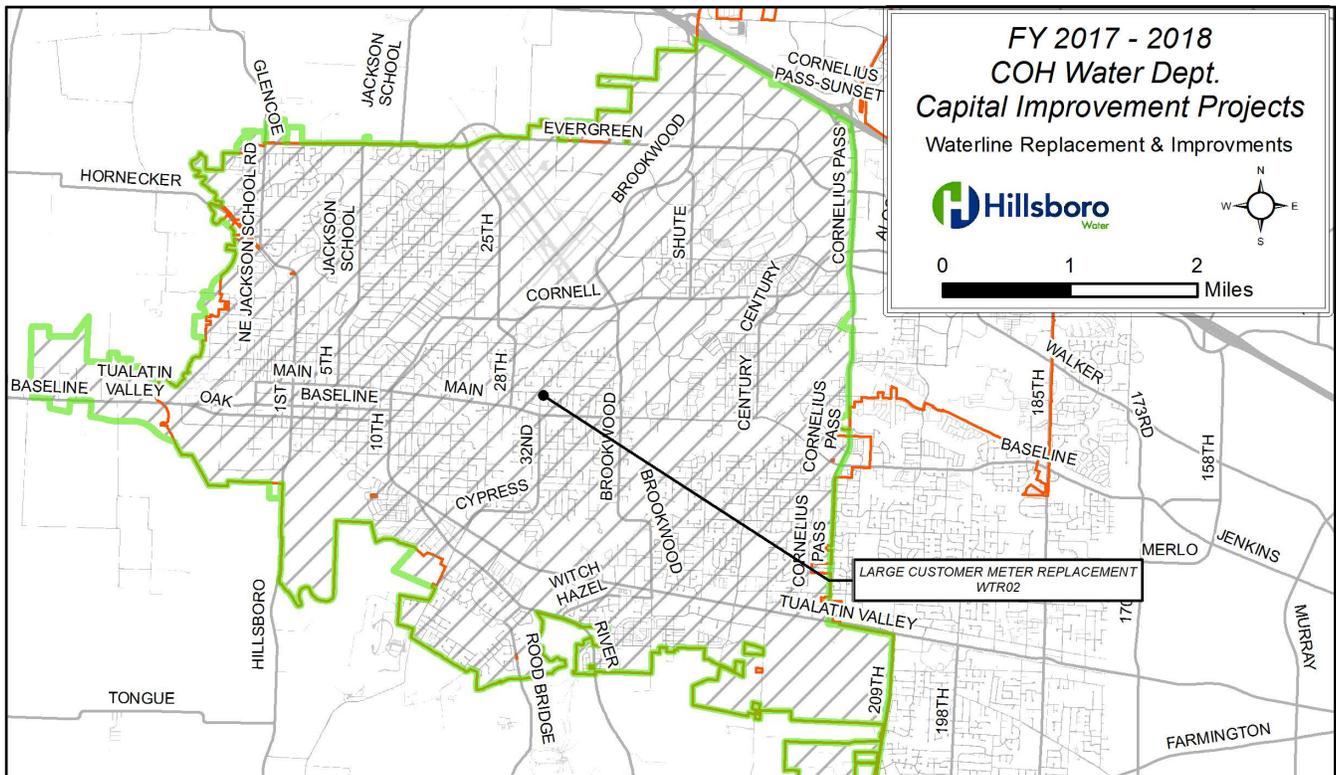


Project # & Title:	11096 - Large Customer Meter Replacement	Scheduled Start:	N/A
Map Location:	WTR02	Scheduled Completion:	Ongoing
Department/Division:	Water	Project Status:	Active
Project Description:	This project will improve the City of Hillsboro large customer meter vaults. The City of Hillsboro 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.		
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded
		Estimated Useful Life:	20 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

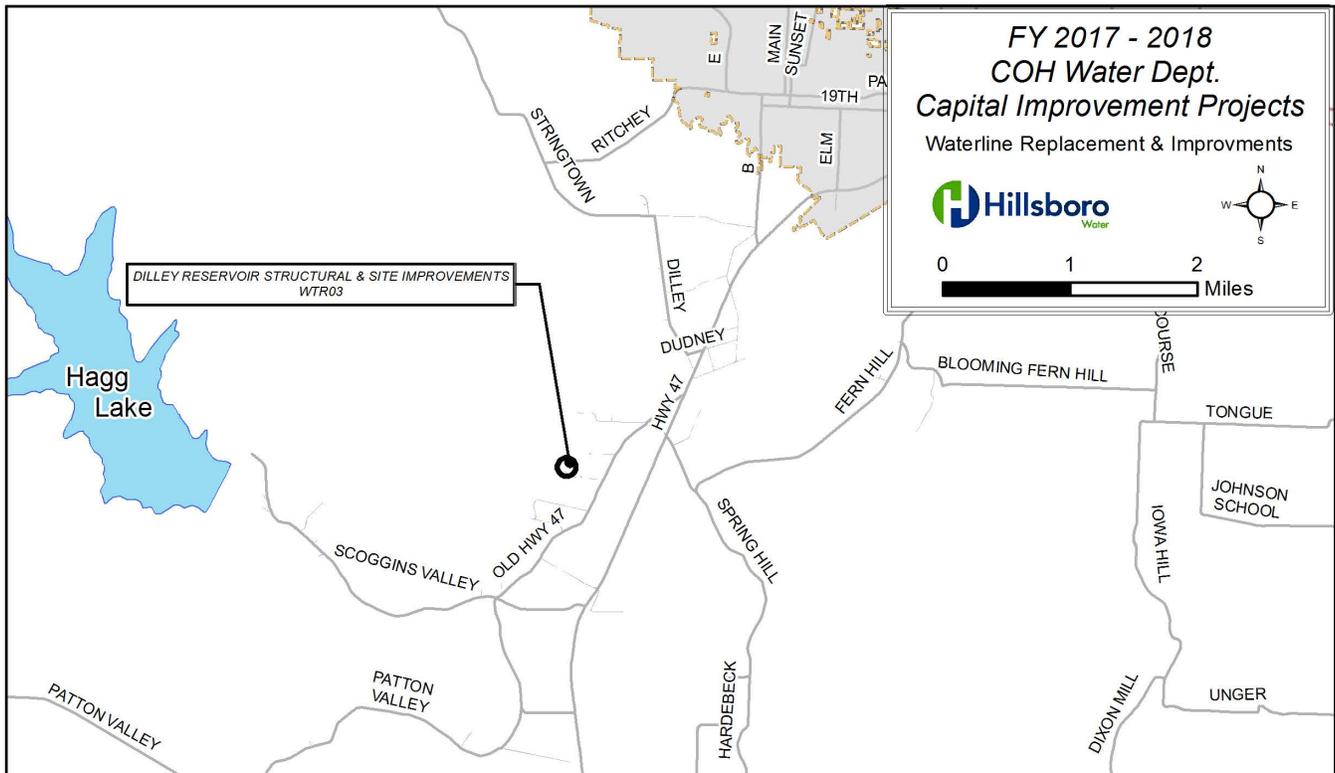
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 210,000
Construction	-	115,000	205,000	115,000	115,000	115,000	115,000	780,000
Total:	\$ -	\$ 150,000	\$ 240,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 990,000

Revenue Funding Source(s):								
Funded Depreciation	\$ -	\$ 150,000	\$ 240,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 990,000
Total:	\$ -	\$ 150,000	\$ 240,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 990,000





Project # & Title:	10816 - Dilley Reservoir Structural and Site Improvements	Scheduled Start:	2016					
Map Location:	WTR03	Scheduled Completion:	June 2018					
Department/Division:	Water	Project Status:	Active					
Project Description:	<p>This project started with a structural and condition assessment of the Dilley Reservoir. The reservoir was constructed in the early 1980's without current seismic design standards. The structural and conditional assessment reviewed options to replace, renovate or leave the reservoir alone. The recommendation was to lower the operating level of reservoir and repaint the reservoir as well other site improvements. The project will 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. The project consultant is currently preparing the plans and specifications. The project will be bid in Spring 2016 with construction in early Summer 2016 through early 2017. Project costs are expected to be \$450,000 in FY 15-16. FY 16-17 project costs are expected to be \$1,600,000. FY 17-18 costs are expected to be \$250,000. Dilley Reservoir Waterline Replacement project (PN #10817) were rolled into this project to help cover project budget which was under estimated.</p>							
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded					
		Estimated Useful Life:	50 years					
Project Justification and Relationship to Citywide Goals:		Continue to provide safe, high quality, and reliable water.						
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 423,458	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 423,458
Construction	-	1,230,000	250,000	-	-	-	-	1,480,000
Total:	\$ 423,458	\$ 1,230,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,903,458
Revenue Funding Source(s):								
Water Fund	\$ 423,458	\$ 1,230,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,903,458
Total:	\$ 423,458	\$ 1,230,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,903,458



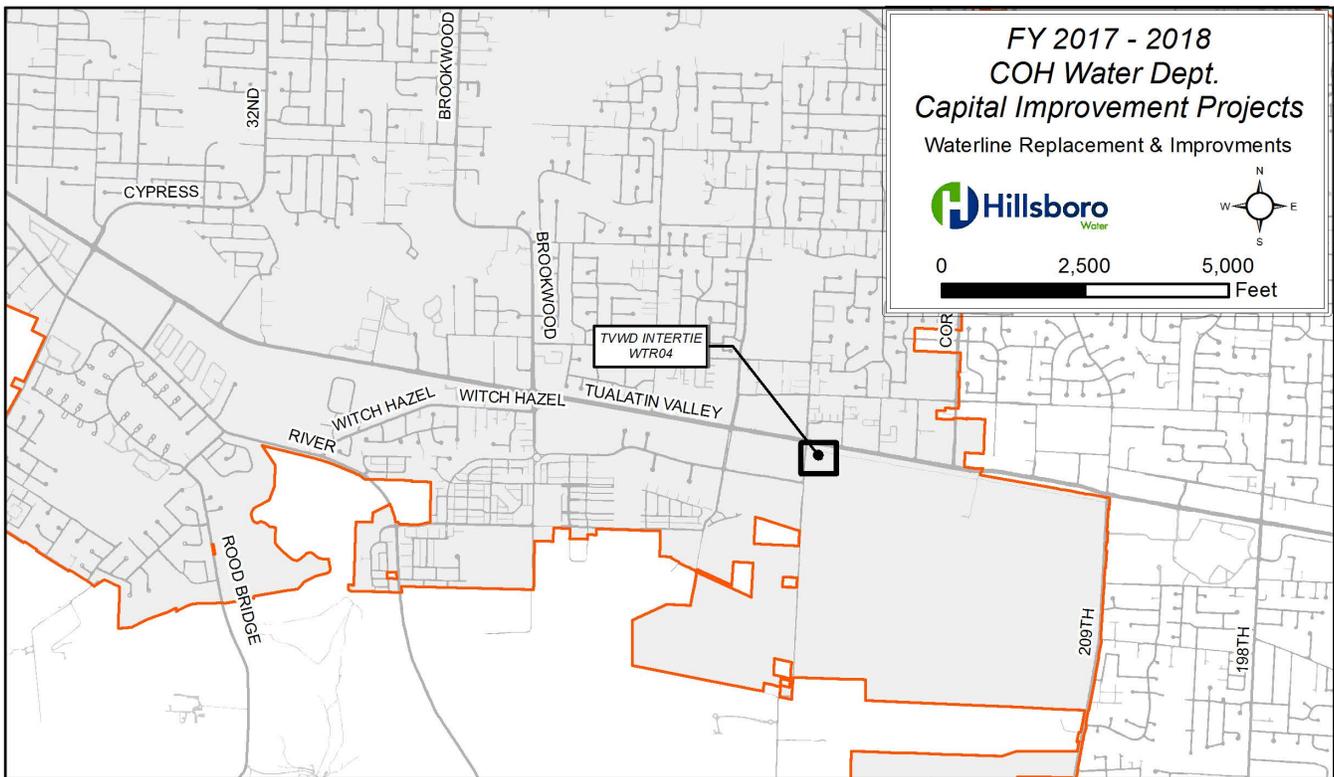
Project # & Title:	11024 - TVWD Intertie	Scheduled Start:	2017
Map Location:	WTR04	Scheduled Completion:	June 2018
Department/Division:	Water	Project Status:	Active
Project Description:	This project will develop a large intertie with Tualatin Valley Water District (TVWD) at their Cornelius Pass/Hwy 26 Pressure Reducing Valve (PRV) station. The purpose of the project is to create an emergency source of supply into the North Transmission Line (NTL) allowing for the potential to get water wheeled through TVWD from the Portland Water Bureau (PWB) from their current contract with PWB. The intertie would reverse the flow of water into the NTL in a regional emergency that impacts Washington County. The project has been determined to be small in nature. It is anticipated that some changes will be made to an existing PRV to allow it to flow backwards. Minor changes to local SCADA control may also be required. The project is anticipated to be constructed in the 2017-18 season once the Inter Governmental Agreement (IGA) between the Joint Water Commission and TVWD is executed.		
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded
		Estimated Useful Life:	50 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ 20,000	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ 104,000
Construction	-	80,000	16,000	-	-	-	-	96,000
Total:	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

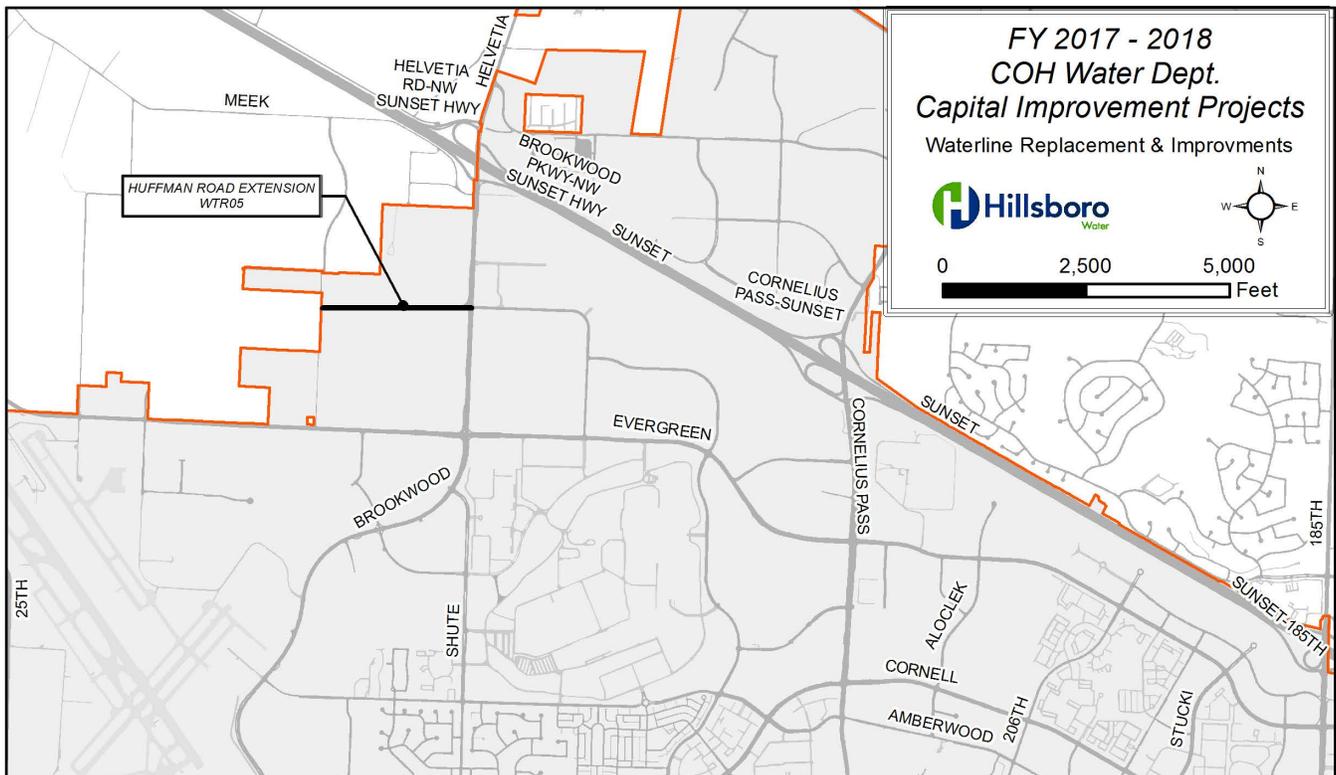
Revenue Funding Source(s):

Water Fund	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total:	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

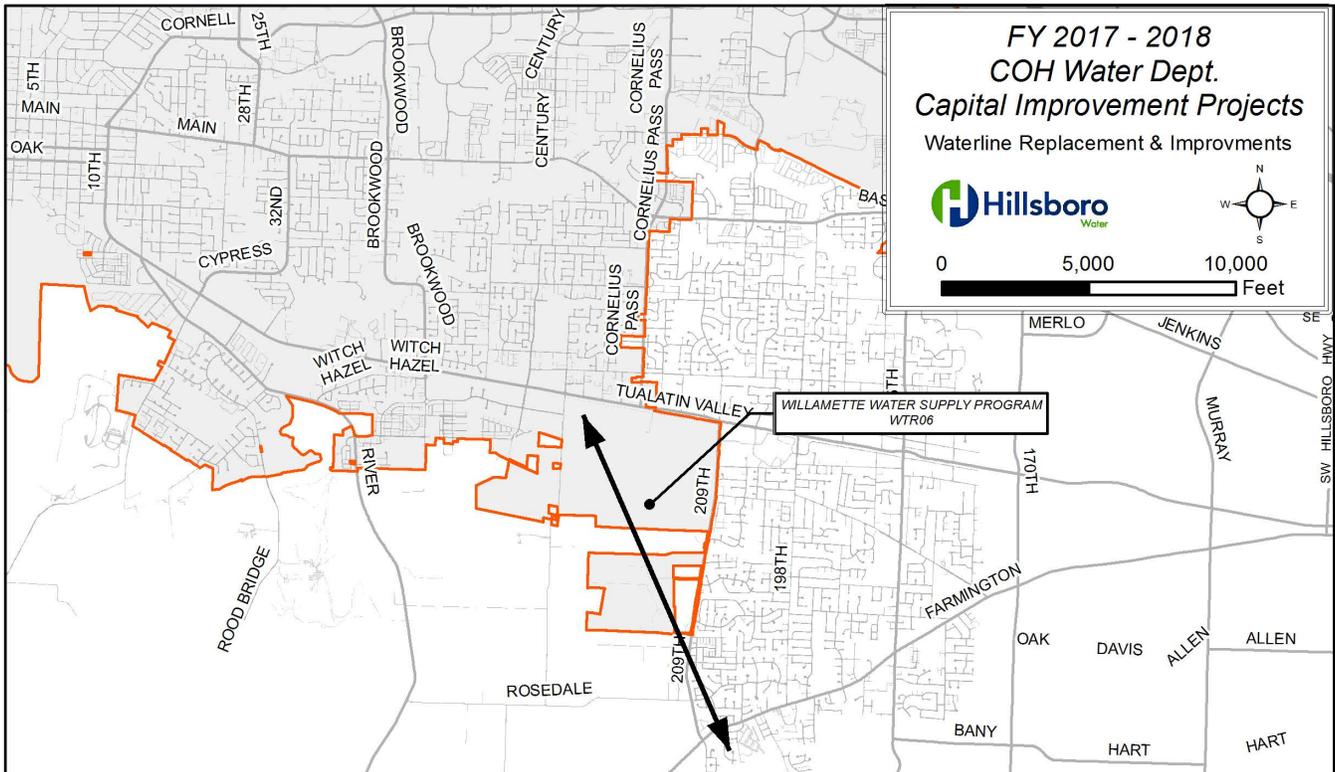




Project # & Title:	10705 - Huffman Road Extension	Scheduled Start:	2017					
Map Location:	WTR05	Scheduled Completion:	June 2018					
Department/Division:	Water	Project Status:	Active					
Project Description:	This project is to pay the upsizing charge from a 12" to a 18" ductile iron waterline in NW Huffman Road between NW 253rd Avenue and NW Brookwood 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. Originally the City was going to construct the road and the Water Department was expected to receive an economic forgivable loan to fund the first 12 inches of pipe size. The City has since determined that Huffman will be constructed by developers. 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 2500 ft of new 18" Ductile Iron (DI) waterline. The project funded the installation of approximately 200 ft of pipe and valves in the intersection of NE 253rd and Huffman Road in 2016. Developers are anticipated to constructed Huffman Road in late 2017.							
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded					
		Estimated Useful Life:	50 years					
Project Justification and Relationship to Citywide Goals:		Continue to provide safe, high quality, and reliable water.						
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 48,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,000
Construction	10,798	832,000	300,000	-	-	-	-	1,142,798
Total:	\$ -	\$ 880,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,190,798
Revenue Funding Source(s):								
Water Fund	\$ 10,798	\$ 880,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,190,798
Total:	\$ 10,798	\$ 880,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,190,798



Project # & Title:	10827 - Willamette Water Supply Program		Scheduled Start:					
Map Location:	WTR06		Scheduled Completion:	June 2026				
Department/Division:	Water		Project Status:	Active				
Project Description:	The Willamette Water Supply Program (WWSP) will create a secondary water supply source for Hillsboro, by developing a new regional water supply system from the Willamette River. The program will plan, design, and build a new water treatment plant, intake facilities, transmission pipeline, terminal storage reservoirs, and related facilities. Hillsboro is partnered with Tualatin Valley Water District (TVWD) in this multi-year program, which is scheduled for completion in fiscal year 2026. The project is 100% expansion.							
Operating Impacts:	There will be significant increases to operate this new facility. However, it is too early to estimate expenses.		Funded/Unfunded:	Funded				
			Estimated Useful Life:	50 years				
Project Justification and Relationship to Citywide Goals:			Continue to provide safe, high quality, and reliable water.					
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design, Engineering & Construction	\$ 9,931,276	\$ 19,288,067	\$ 20,965,230	\$ 36,125,837	\$ 28,700,881	\$ 66,462,570	\$ 52,696,231	\$ 234,170,092
Total:	\$ -	\$ 19,288,067	\$ 20,965,230	\$ 36,125,837	\$ 28,700,881	\$ 66,462,570	\$ 52,696,231	\$ 234,170,092
Revenue Funding Source(s):								
System Development Charges	\$ 9,931,276	\$ 19,288,067	\$ 20,965,230	\$ 9,213,446	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	\$ 80,398,019
Bond Proceeds	-	-	-	26,912,391	21,700,881	59,462,570	45,696,231	153,772,073
Total:	\$ 9,931,276	\$ 19,288,067	\$ 20,965,230	\$ 36,125,837	\$ 28,700,881	\$ 66,462,570	\$ 52,696,231	\$ 234,170,092





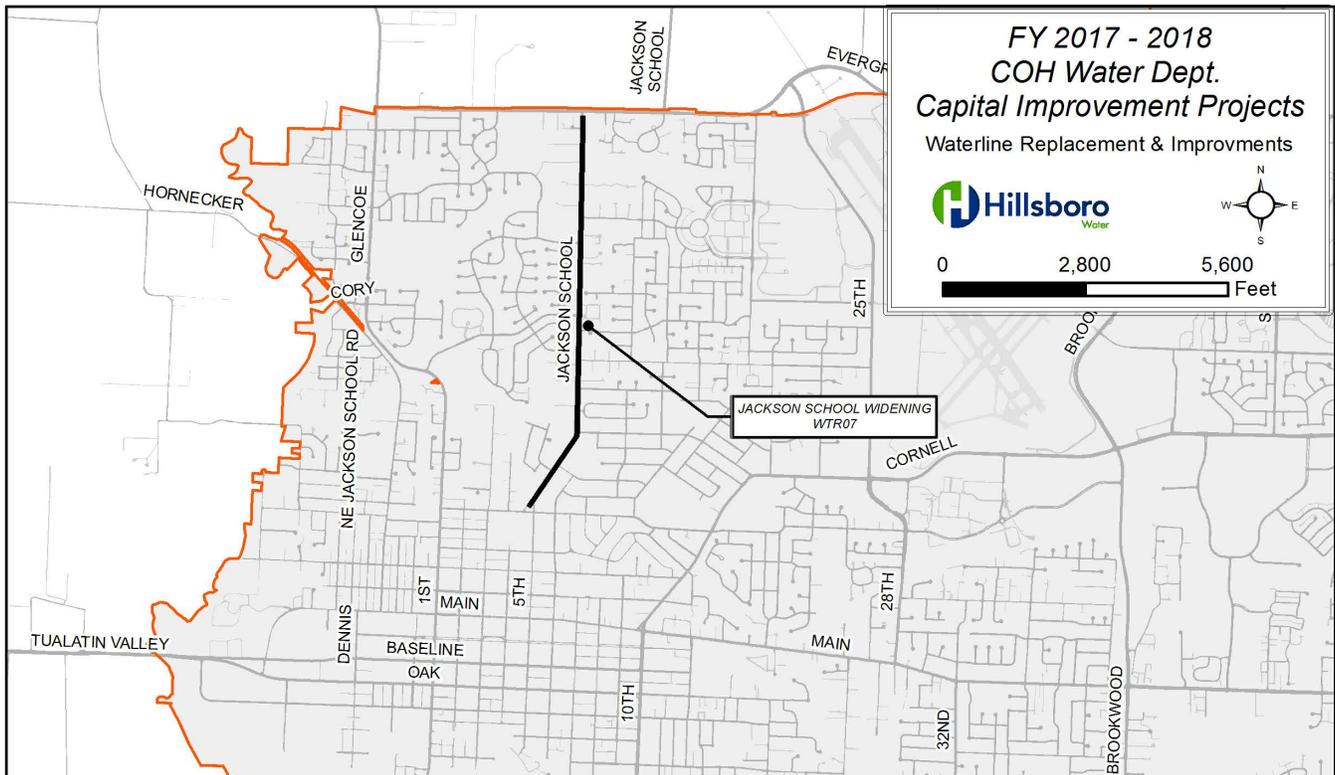
Project # & Title:	11098-Jackson School Road Widening	Scheduled Start:	2018
Map Location:	WTR07	Scheduled Completion:	June 2020
Department/Division:	Water	Project Status:	Active
Project Description:	The purpose of this project is to support the Public Works Department with the road widening and improvement project for Jackson School Road south of Evergreen Road to NE Grant Street. The project is expected to impact all existing water meter, valve cans, and require the relocation of a number of hydrants along Jackson School Road. At this time we do not expect to replace any of the existing water line. The project is expected to begin in Spring 2018 and be completed in Winter 2020. This project may require the replacement of some existing 6" (1,800 ft) and 8" (1,600 ft) cast iron pipe on the southern portion of the project extents. The Engineering group will evaluate the hydraulic capacity and condition of the 6" and 8" pipe to determine the need to replace these two sections of distribution piping. Funding sources will be re-allocated if there is upsizing on the project.		
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded
		Estimated Useful Life:	50 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

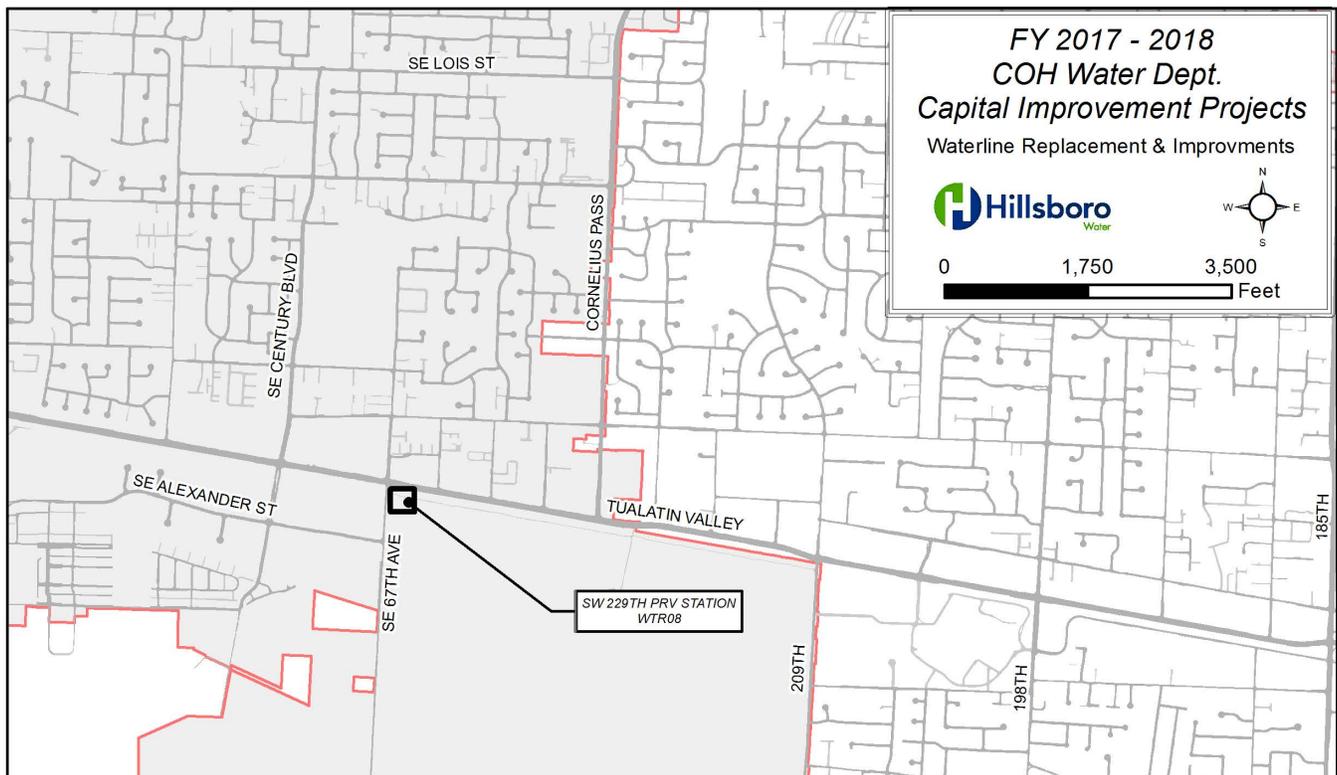
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 40,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 60,000
Construction	-	-	-	-	210,000	-	-	210,000
Total:	\$ -	\$ 40,000	\$ 10,000	\$ 10,000	\$ 210,000	\$ -	\$ -	\$ 270,000

Revenue Funding Source(s):

Water Fund	\$ -	\$ 40,000	\$ 10,000	\$ 10,000	\$ 210,000	\$ -	\$ -	\$ 270,000
Total:	\$ -	\$ 40,000	\$ 10,000	\$ 10,000	\$ 210,000	\$ -	\$ -	\$ 270,000



Project # & Title:	11099 - SW 229th PRV Station	Scheduled Start:	2017					
Map Location:	WTR08	Scheduled Completion:	June 2019					
Department/Division:	Water	Project Status:	Active					
Project Description:	The purpose of this project is to install a new Pressure Reducing Valve (PRV) station off of the Joint Water Commission (JWC) South Transmission Line (STL) at SW 229th Avenue (SE 67th Avenue). The PRV will feed a new pressure zone that will serve the South Hillsboro development area and the Reedville area north of TV Highway and west of Cornelius Pass. Construction of the PRV station is expected in 2017 when the railroad crossing at SW 229th is closed. There is approximately 600 ft of 10" waterline on the project that will need to be upsized to 18". It is expected that developers will be required to upsized approximately 300 ft and the balance will be upsized by the City as part of the project.							
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded					
		Estimated Useful Life:	50 years					
Project Justification and Relationship to Citywide Goals:		Continue to provide safe, high quality, and reliable water.						
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Construction	-	140,000	400,000	20,000	-	-	-	560,000
Total:	\$ -	\$ 170,000	\$ 400,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 590,000
Revenue Funding Source(s):								
System Development								
Charges	\$ -	\$ 170,000	\$ 400,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 590,000
Total:	\$ -	\$ 170,000	\$ 400,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 590,000





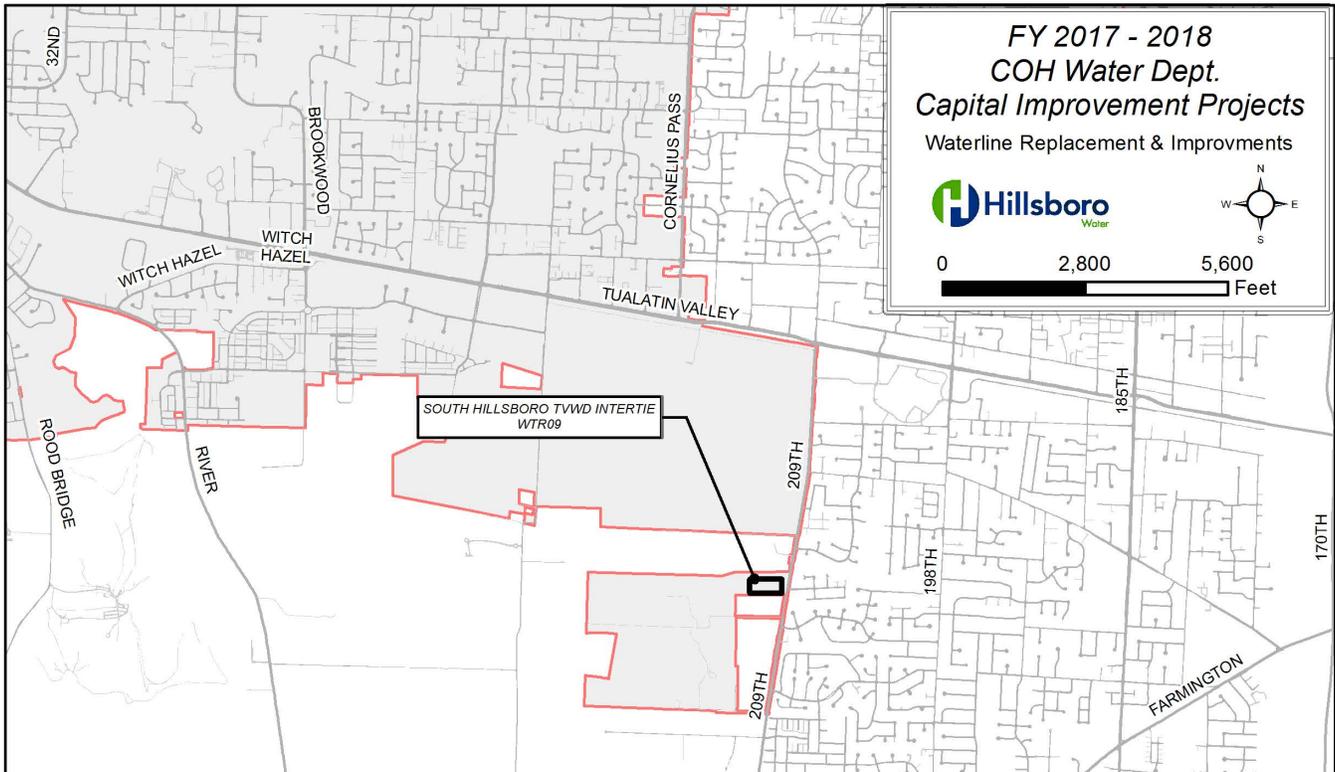
Project # & Title:	11103 - South Hillsboro TVWD Intertie Meter	Scheduled Start:	2017
Map Location:	WTR09	Scheduled Completion:	June 2018
Department/Division:	Water	Project Status:	Active
Project Description:	This project will provide a metered, intertie connection to Tualatin Valley Water District (TVWD) on SW 209th Avenue. The connection will allow the Butternut Creek Development access to distribution system water as the Hillsboro distribution system is being constructed. The Butternut Creek Development is anticipated to start development in early 2017 and will not initially have adjacent connection to other portions of the water system. The metered connection will allow the Water Department to collect System Development Charge (SDC) revenues for all new meters installed in this development. An existing intergovernmental agreement with TVWD allows for a wholesale connection with their distribution system. The project will consist of approximately 100 ft of 12" ductile iron pipe, a vault, flow meter, valves and related appurtenances. The developer will be responsible for connection to the vault.		
Operating Impacts:	None - replacement of existing infrastructure	Funded/Unfunded:	Funded
		Estimated Useful Life:	50 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

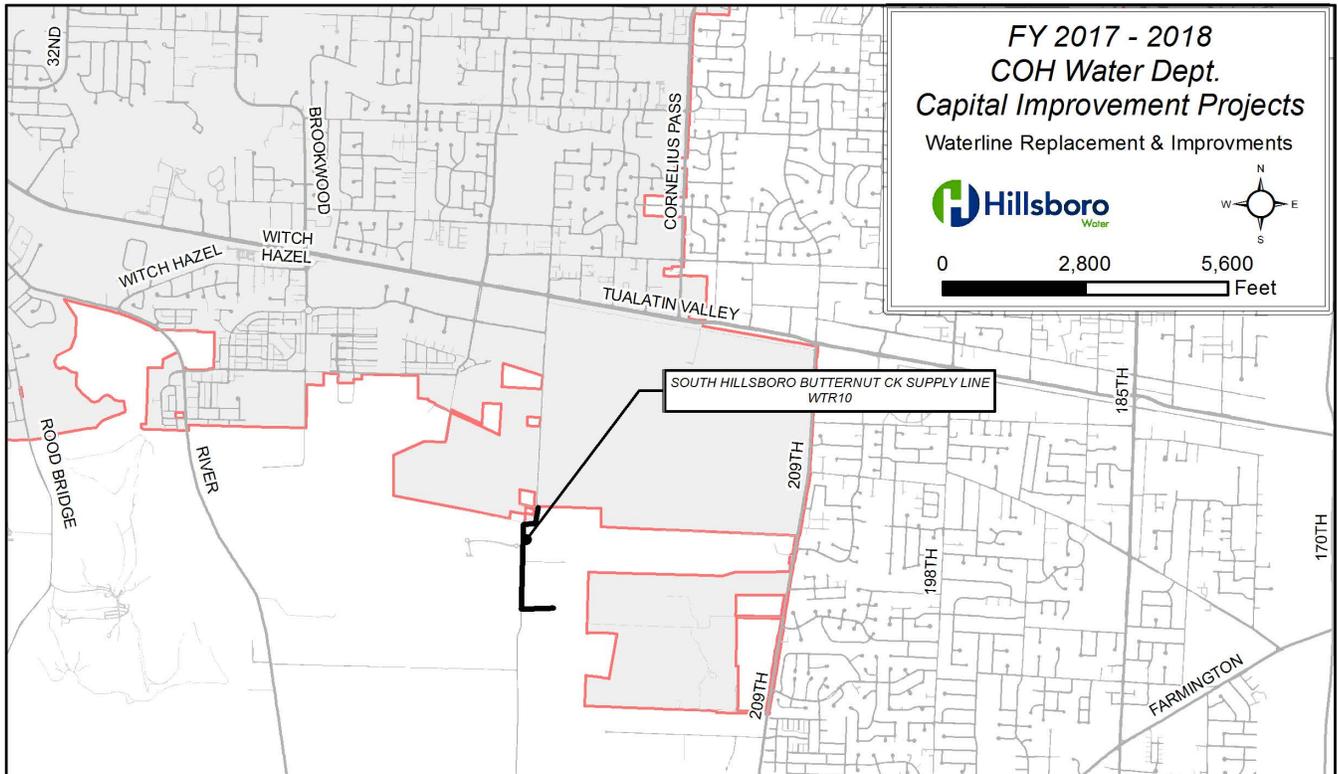
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ 26,000	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 37,000
Construction	-	104,000	119,000	-	-	-	-	223,000
Total:	\$ -	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

Revenue Funding Source(s):

	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
System Development Charges	\$ -	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000
Total:	\$ -	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

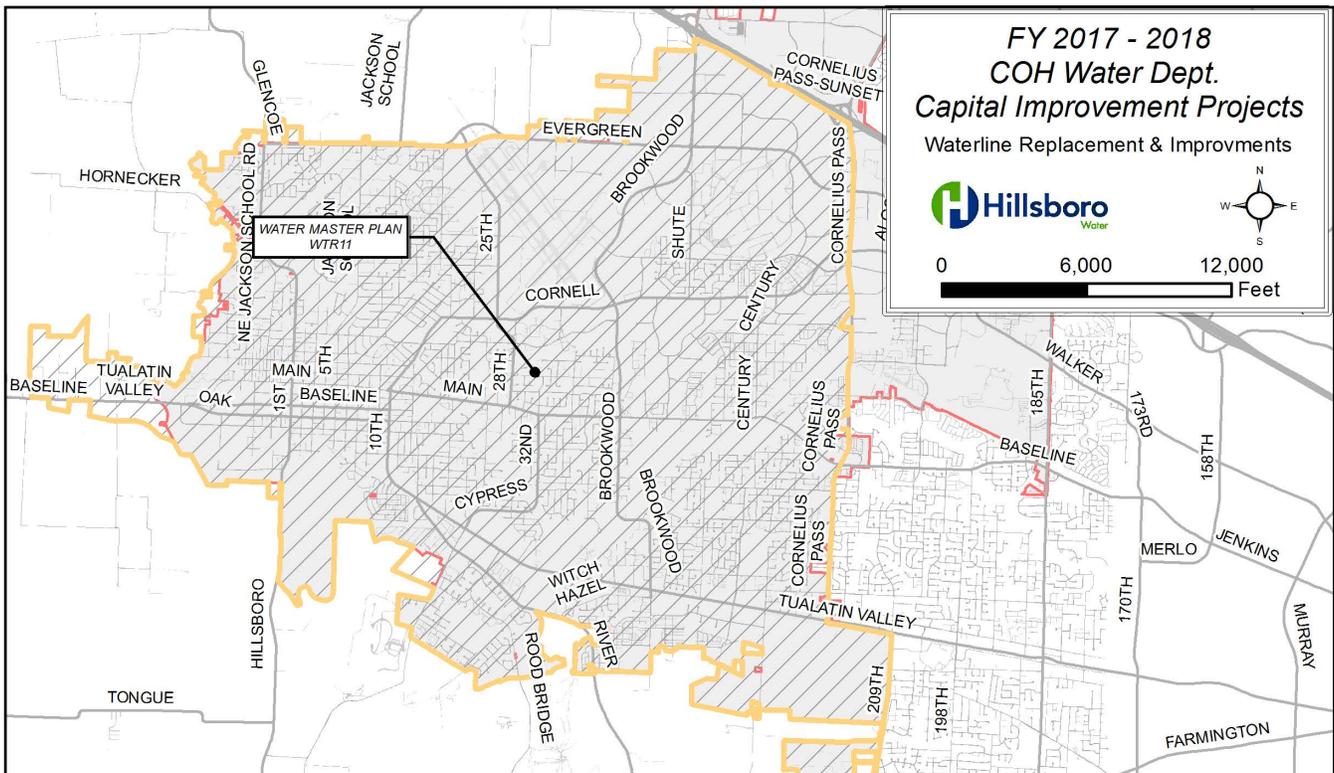


Project # & Title:	11104 - South Hillsboro Butternut Creek Supply Line	Scheduled Start:	2017					
Map Location:	WTR10	Scheduled Completion:	June 2018					
Department/Division:	Water	Project Status:	Active					
Project Description:	This project will provide a supply line from SE 67th Avenue/Century Drive to the north western corner of the Butternut Creek development. The project will extend the Water Department distribution system to the Butternut Creek Development. The Butternut Creek Development was initially anticipated to start development in early 2017. However, it is currently anticipated to start in late 2017 or early 2018. The development will not initially have adjacent connection to other portions of the water system. The project assumes the extension of the existing 12" distribution line on 67th Avenue approximately 1,400 ft by Pahlsh Homes prior to the start of this project. The project will be reimbursed through a Reimbursement District to be created in South Hillsboro. The project will consist of 2,400 ft of 12" ductile iron pipe and a 300 ft horizontal direction drill under Butternut Creek using high density polyethylene (HDPE) pipe. The need for this project may be evaluated depending upon the phasing of development in Butternut Creek.							
Operating Impacts:	Minimal costs	Funded/Unfunded:	Funded					
		Estimated Useful Life:	50 years					
Project Justification and Relationship to Citywide Goals:		Continue to provide safe, high quality, and reliable water.						
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 59,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 129,000
Construction	-	531,000	700,000	-	-	-	-	1,231,000
Total:	\$ -	\$ 590,000	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ 1,360,000
Revenue Funding Source(s):								
System Development								
Charges	\$ -	\$ 590,000	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ 1,360,000
Total:	\$ -	\$ 590,000	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ 1,360,000





Project # & Title:	Water Master Plan	Scheduled Start:	2017					
Map Location:	WTR11	Scheduled Completion:	June 2018					
Department/Division:	Water	Project Status:	Active					
Project Description:	<p>This project is an update of the Water Master Plan (Plan) for the City of Hillsboro. The last plan water completed was in 2008 with a component completed in 2013 for the Water Supply Study. The last plan assumed that the City would be participating in the Scoggins Dam raise as our next source of supply. However, since the Plan was completed the City has made a decision to participate in the Willamette Water Supply System (WWSS). Generally the standard for updating water master plans is every 5 years or as necessary to remain current. Several key components of the Plan update include integrating the WWSS into the supply and operation for the City; an updated population forecast with coordination with Portland State University's (PSU) Population Research Center; a thorough review of the City's needs for internal system storage and the distribution storage within terminal storage for the Joint Water Commission (JWC) and WWSS; re-evaluation of steel/galvanized/cast iron pipeline replacement priorities; and the upper system 18-inch steel line replacement. A water source blending study maybe included with the Master Plan. The Resources group has budgeted \$75,000 for a blending study.</p>							
Operating Impacts:	None	Funded/Unfunded:	Funded					
		Estimated Useful Life:						
Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.								
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
Construction	-	-	-	-	-	-	-	-
Total:	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
Revenue Funding Source(s):								
Water Fund	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
Total:	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000

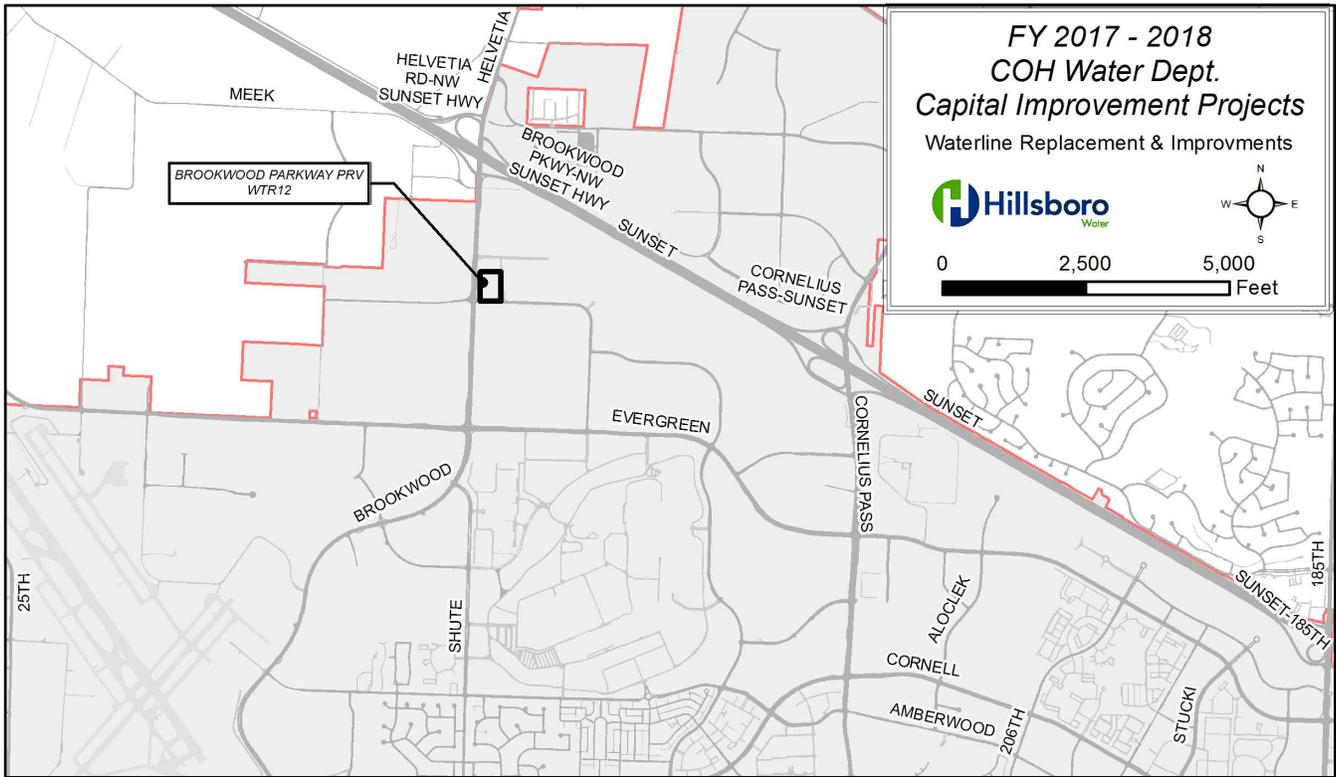


Project # & Title:	Brookwood Parkway PRV	Scheduled Start:	2017
Map Location:	WTR12	Scheduled Completion:	June 2020
Department/Division:	Water	Project Status:	Active
Project Description:	The purpose of this project is to install a new pressure reducing valve (PRV) station off of the Joint Water Commission (JWC) North Transmission Line (NTL) at NW Brookwood Parkway south of NW Huffman Street along the south property line of Acumed. The PRV will provide redundancy to the North Pressure Zone and will help feed the North Hillsboro (NoHi) development area by providing a feed to NW Huffman. The engineering group is currently developing site drawings to secure an easement from Acumed. Actual construction of the PRV could potentially be delayed until NoHi development		
Operating Impacts:	None	Funded/Unfunded:	Funded
		Estimated Useful Life:	50 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 20,000
Construction	-	-	-	10,000	320,000	-	-	330,000
Total:	\$ -	\$ -	\$ 10,000	\$ 20,000	\$ 320,000	\$ -	\$ -	\$ 350,000

Revenue Funding Source(s):								
Water Fund	\$ -	\$ -	\$ 5,000	\$ 10,000	\$ 160,000	\$ -	\$ -	\$ 175,000
System Development Charges	-	-	5,000	10,000	160,000	-	-	175,000
Total:	\$ -	\$ -	\$ 10,000	\$ 20,000	\$ 320,000	\$ -	\$ -	\$ 350,000





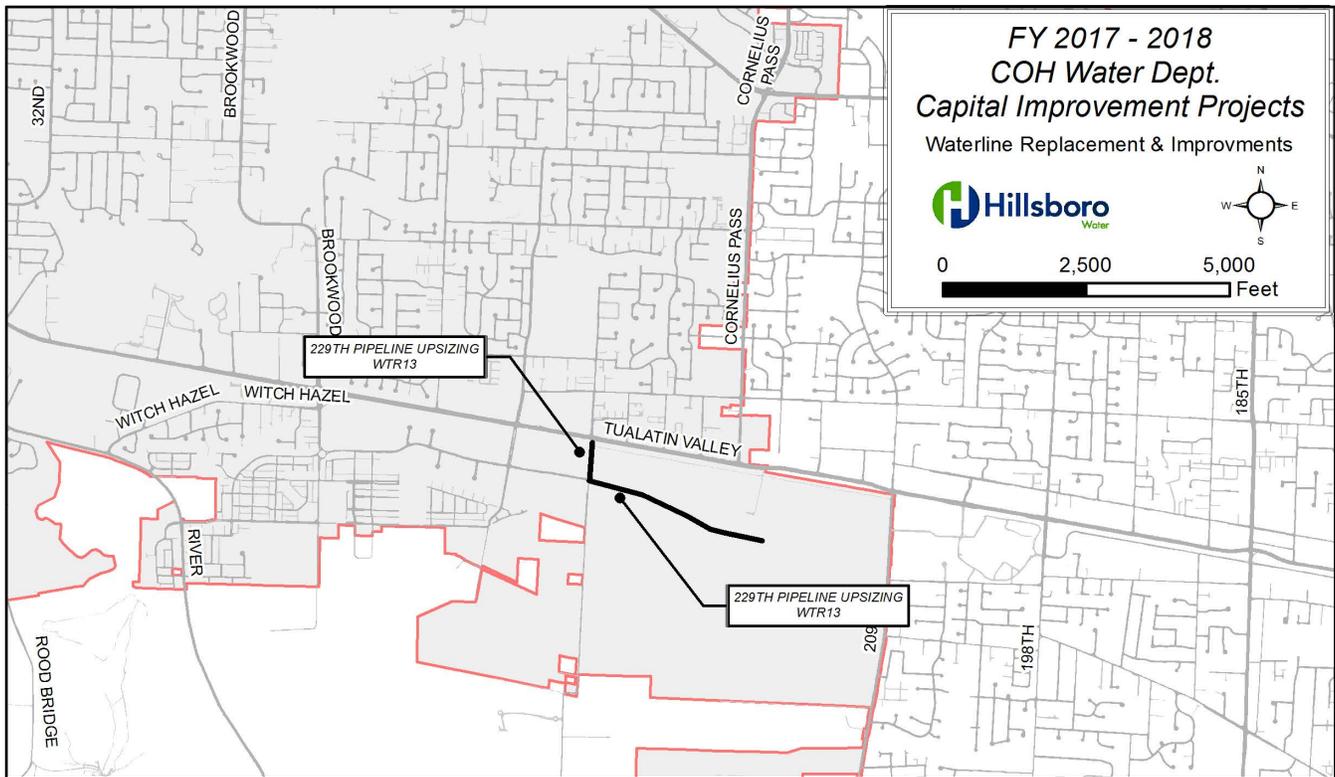
Project # & Title:	229th Pipeline Upsizing	Scheduled Start:	2017
Map Location:	WTR13	Scheduled Completion:	June 2018
Department/Division:	Water	Project Status:	Active
Project Description:	This project is to pay the upsizing charge on distribution lines in south Hillsboro development area. This project will pay for the upsizing from a 12" to a 18" ductile iron waterline in SE 67th Avenue (229th) from the 229th Pressure Reducing Valve (PRV) vault south to SE Alexander St. This project will also pay for the upsizing from a 12" to a 18" ductile iron waterline in SE Blanton Street from SW 229th to Cornelius Pass Road. Developers are anticipated to constructed these two projects in late 2017.		
Operating Impacts:	None	Funded/Unfunded:	Funded
		Estimated Useful Life:	50 years

Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water.

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project Total
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	
Design & Engineering	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Construction	-	-	220,000	-	-	-	-	220,000
Total:	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000

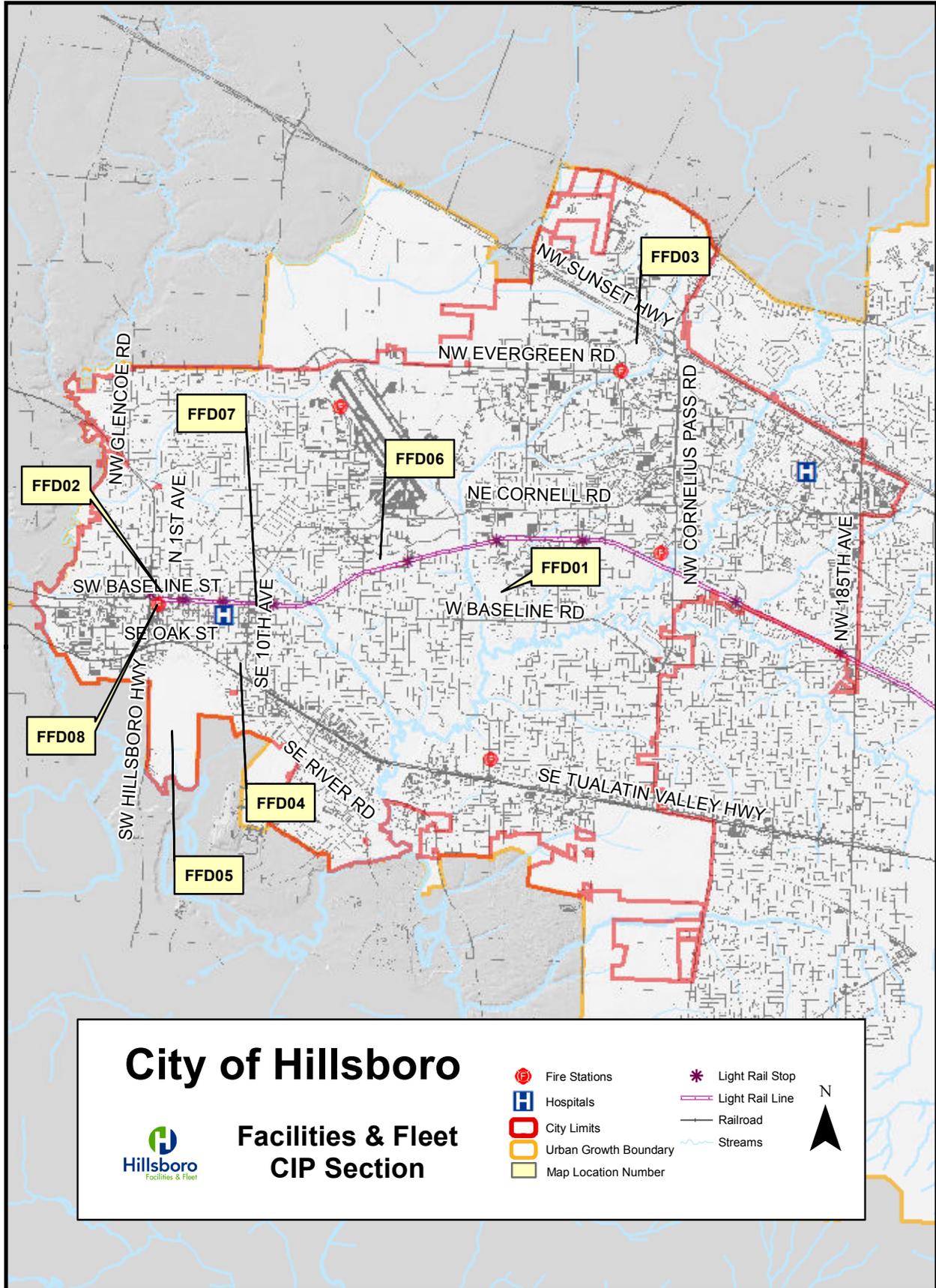
Revenue Funding Source(s):

System Development Charges	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000
Total:	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000



Project # & Title: 11011/10571 Joint Water Commission (JWC) Water Treatment Plant Expansion		Scheduled Start: October 2015						
Map Location: JWC01		Scheduled Completion: June 2020						
Department/Division: Joint Water Commission		Project Status: Active						
Project Description: This project will continue the design of the Water Treatment Plant (WTP) expansion and begin early construction activities. There are several key components of this project. 1) Return the WTP to it's rated capacity of 75 Million Gallons per Day (MGD). Each partner will have a capacity share responsibility for this. 2) Expand the capacity from 75 to 85 MGD. Hillsboro will take 8 MGD of this expansion and Tualatin Valley Water District (TVWD) will take 2 MGD of this expansion. 3) Design life safety improvements as recommended in the 2008 seismic study and further prioritized by Carollo in the Seismic CIP program; and 4) Perform a facility plan for the proposed build-out of the WTP based on the Willamette Supply decision. The facility plan and treatment plant expansion design was awarded to CH2M and started in the second half FY 15-16. Slayden Construction was selected as the CM/GC contractor for the project. Expansion is expected to be complete in summer 2019. Estimated total cost of the WTP Design and Facility Plan is \$5,000,000. The current estimate for the total design and construction cost of these improvements is approximately \$35,200,000 including staff time.								
Operating Impacts: None		Funded/Unfunded: Funded						
		Estimated Useful Life: 50 years						
Project Justification and Relationship to Citywide Goals: Continue to provide safe, high quality, and reliable water for the next fifty years.								
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 559,562	\$ 3,210,000	\$ 1,000,000	\$ 1,000,000	\$ 300,000	\$ -		\$ 6,069,562
Construction			13,750,000	11,050,339	2,170,000			26,970,339
Total:	\$ 559,562	\$ 3,210,000	\$ 14,750,000	\$ 12,050,339	\$ 2,470,000	\$ -	\$ -	\$ 33,039,901
Revenue Funding Source(s):								
JWC Partner Payments	\$ 559,562	\$ 3,210,000	\$ 14,750,000	\$ 12,050,339	\$ 2,470,000	\$ -	\$ -	\$ 33,039,901
Total:	\$ 559,562	\$ 3,210,000	\$ 14,750,000	\$ 12,050,339	\$ 2,470,000	\$ -	\$ -	\$ 33,039,901

Project # & Title: Joint Water Commission (JWC) Fairway Fund Land		Scheduled Start: July 2016						
Map Location: JWC02		Scheduled Completion: Spring 2018						
Department/Division: Joint Water Commission		Project Status: Active						
Project Description: The Joint Water Commission (JWC) purchased two pieces of property from Fairway Fund Investors on the South Transmission Line (STL) to clear up issues regarding the easement for the STL on property previously owned by Southern Pacific Transportation Company (railroad). The property is approximately 800 ft x 50 ft and is location south of SE Tualatin Valley Hwy and east of SE Minter Bridge Road. The purpose of the project (1) is to remove several existing structures on the property and prepare for potential sale and (2) removed the 'Indenture' agreement created by the railroad and replace with an easement. The property will be evaluated for sale or transfer of ownership. Long term property and transmission line maintenance will be evaluated								
Operating Impacts: None		Funded/Unfunded: Funded						
		Estimated Useful Life:						
Project Justification and Relationship to Citywide Goals:								
Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	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



Facilities Projects Summary

Project #	Project Title	Prior Years	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Project Total
10541	Facilities Contingency Program	599,562	150,000	150,000	150,000	150,000	150,000	150,000	1,499,562
10542	Facilities Paving Program	491,067	145,000	100,000	100,000	100,000	100,000	100,000	1,136,067
10543	Facilities ADA/Risk Mgmt Program	124,364	35,000	25,000	25,000	25,000	25,000	25,000	284,364
10600	Facilities Paint & Flooring Program	531,747	155,000	100,000	100,000	100,000	100,000	100,000	1,186,747
10601	Facilities HVAC Program	223,357	100,000	50,000	50,000	50,000	50,000	50,000	573,357
10602	Facilities Roofing Program	242,714	250,000	50,000	50,000	50,000	50,000	50,000	742,714
10603	Facilities Master Plan & Studies Program	100,782	85,000	-	-	-	-	-	185,782
10604	Facilities Siding Program	323,331	100,000	50,000	50,000	50,000	50,000	50,000	673,331
10671	Facilities Maintenance Contract Program	300,136	95,000	95,000	95,000	95,000	95,000	95,000	870,136
10929	Dark Sky Program	78,528	35,000	35,000	35,000	-	-	-	183,528
10602	Jackson Bottom Roof Replacement (1)	-	100,000	265,000	-	-	-	-	265,000
10602	Main Fire Station Roof Replacement (1)	-	100,000	100,000	-	-	-	-	100,000
10604	Senior Center Siding (1)	-	100,000	347,000	-	-	-	-	347,000
10629	New Public Works Operations Facility	15,183,574	9,835,279	632,381	-	-	-	-	25,651,234
10717	Hillsboro Football Stadium Structural Repair	-	-	500,000	-	-	-	-	500,000
10977	RV @ Fairgrounds (1)	36,211	1,993,500	1,861,535	-	-	-	-	1,897,746
10979	Public Safety Training Facility (1)	5,750	4,000,000	4,000,000	-	-	-	-	4,005,750
11091	53rd Ave Community Recreation Center (1)	-	4,000,000	9,000,000	10,000,000	16,000,000	-	-	35,000,000
11093	Police Station Expansion (1)	-	5,000,000	10,250,000	6,250,000	4,150,000	4,350,000	-	25,000,000
11168	Civic Center Finance Office Remodel	-	-	250,000	-	-	-	-	250,000
11170	Civic Center Plaza Improvements	-	-	97,000	-	-	-	-	97,000
	Hillsboro Football Stadium Fence Panel Repair	-	-	100,000	-	-	-	-	100,000
Total:		\$ 18,241,123	\$ 26,278,779	\$ 28,057,916	\$ 16,905,000	\$ 20,770,000	\$ 4,970,000	\$ 620,000	\$ 100,549,318

Five Year CIP									
Funded	18,241,123	26,278,779	28,057,916	16,905,000	20,770,000	4,970,000	620,000	100,549,318	
Unfunded	-	-	-	-	-	-	-	-	-
Total Five Year CIP:	\$ 18,241,123	\$ 26,278,779	\$ 28,057,916	\$ 16,905,000	\$ 20,770,000	\$ 4,970,000	\$ 620,000	\$ 100,549,318	

(1) Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.



Facilities Projects

Project # & Title:	Facilities Programs - Various Project Numbers	Scheduled Start:	On going
Map Location:	City-Wide - All Facilities	Scheduled Completion:	On going
Department/Division:	PW-Facilities & Fleet	Project Status:	On going
Project Description:	Preventative, restorative, regulatory, and future planning of facilities. Programs to ensure care and preservation of City assets.	Funded/Unfunded:	Funded
Operating Impacts:	Favorable operational impact	Estimated Useful Life:	N/A

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Facilities Contingency Program -# 10541	\$ 599,562	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,499,562
Facilities Paving	491,067	145,000	100,000	100,000	100,000	100,000	100,000	1,136,067
Facilities ADA/Risk Mgmt. Program -# 10543	124,364	35,000	25,000	25,000	25,000	25,000	25,000	284,364
Facilities Paint & Flooring Program -# 10600	531,747	155,000	100,000	100,000	100,000	100,000	100,000	1,186,747
Facilities HVAC Program -# 10601	223,357	100,000	50,000	50,000	50,000	50,000	50,000	573,357
Facilities Roofing Program -# 10602	242,714	250,000	50,000	50,000	50,000	50,000	50,000	742,714
Facilities Master Plan & Studies Program -# 10603	100,782	85,000	-	-	-	-	-	185,782
Facilities Siding Program -# 10604	323,331	100,000	50,000	50,000	50,000	50,000	50,000	673,331
Facilities Maint. Contract Program -#	300,136	95,000	95,000	95,000	95,000	95,000	95,000	870,136
Facilities-Dark Sky Program #10929	78,528	35,000	35,000	35,000	-	-	-	183,528
Total:	\$ 3,015,588	\$ 1,150,000	\$ 655,000	\$ 655,000	\$ 620,000	\$ 620,000	\$ 620,000	\$ 7,335,588

Revenue Funding Source(s):

Facility reserves	\$ 3,015,588	\$ 1,150,000	\$ 655,000	\$ 655,000	\$ 620,000	\$ 620,000	\$ 620,000	\$ 7,335,588
Total:	\$ 3,015,588	\$ 1,150,000	\$ 655,000	\$ 655,000	\$ 620,000	\$ 620,000	\$ 620,000	\$ 7,335,588

Project # & Title:	#10602 Jackson Bottom Preserve Roof Replacement	Scheduled Start:	TBD
Map Location:	FFD-05	Scheduled Completion:	FY 17/18
Department/Division:	PW Facilities & Fleet	Project Status:	Designed
Project Description:	Scheduled roof replacement - roof is at the end of life.	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	40+ years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ 100,000	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ 265,000
Total:	\$ -	\$ 100,000	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ 265,000

Revenue Funding Source(s):

Facility reserves	\$ -	\$ 100,000	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ 265,000
Total:	\$ -	\$ 100,000	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ 265,000

Project # & Title:	#10602 Main Fire Station Roof Replacement	Scheduled Start:	TBD
Map Location:	FFD-08	Scheduled Completion:	FY 17/18
Department/Division:	PW Facilities & Fleet	Project Status:	Developing
Project Description:	Scheduled roof replacement - roof is at the end of life.	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	40+ years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Revenue Funding Source(s):

Facility reserves	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Project # & Title:	#10604 Senior Center Siding Project	Scheduled Start:	TBD
Map Location:	FFD-04	Scheduled Completion:	FY 17/18
Department/Division:	PW-Facilities & Fleet	Project Status:	Designed
Project Description:	Remove and replace existing failing siding on the Senior Center, giving the facility a much needed facelift and provide protection to the structure.	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	40+ years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	65,000	347,000	-	-	-	-	347,000
Total:	\$ -	\$ 100,000	\$ 347,000	\$ -	\$ -	\$ -	\$ -	\$ 347,000

Revenue Funding Source(s):

Facility reserves	\$ -	\$ 100,000	\$ 347,000	\$ -	\$ -	\$ -	\$ -	\$ 347,000
Total:	\$ -	\$ 100,000	\$ 347,000	\$ -	\$ -	\$ -	\$ -	\$ 347,000

Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.



Project # & Title:	#10629 - New Public Works Facility	Scheduled Start:	Fiscal Year 2015
Map Location:		Scheduled Completion:	Fall 2017
Department/Division:	PW-Facilities & Fleet	Project Status:	Active
Project Description:	Design/Construct new Public Works Facility on acquired 15 acre parcel located at Sewell/Evergreen including the 2nd floor buildout	Funded/Unfunded:	Funded
Operating Impacts:	There will be an increase in utilities and facility OM costs as the new facility will be significantly larger than the existing Public Works and Fleet Facilities. However, the new building will be built with high energy efficiency standards.		

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ 2,592,454	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,592,454
Design & Engineering	1,343,240	150,000	20,000	-	-	-	-	1,513,240
Construction	11,247,880	9,685,279	612,381	-	-	-	-	21,545,540
Total:	\$ 15,183,574	\$ 9,835,279	\$ 632,381	\$ -	\$ -	\$ -	\$ -	\$ 25,651,234

Revenue Funding Source(s):

Sewer Funded Depreciation	\$ 2,711,618	\$ 921,081	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,632,699
Sewer SDC	3,788,767	212,251	-	-	-	-	-	4,001,018
Sewer Fund	105,907							105,907
Surface Water Mgmt SDC	3,734,683	-	-	-	-	-	-	3,734,683
Surface Water Mgmt funded Dep	444,665							444,665
Transportation Development Tax	176,515	750,816	-	-	-	-	-	927,331
Transportation Fund	635,207	-	-	-	-	-	-	635,207
Strategic Investment Program	2,148,425	(323,485)	-	-	-	-	-	1,824,940
Building	84,090	-	-	-	-	-	-	84,090
Water	225,000	196,347	-	-	-	-	-	421,347
Bonds Proceeds	-	9,839,336	-	-	-	-	-	9,839,336
Total:	\$ 14,054,877	\$ 11,596,346	\$ -	\$ 25,651,223				

Operating Budget Impact:

Additional FTE	-	1.00	-	-	-	-	-	1.00
Facility Expenses	-	171,000	200,000	200,000	200,000	200,000	200,000	1,171,000
Total:	\$ -	\$ 171,000	\$ 200,000	\$ 1,171,000				

Project # & Title:	#10717 Hillsboro Football Stadium Structural Repair	Scheduled Start:	TBD
Map Location:	FFD-03	Scheduled Completion:	FY 17/18
Department/Division:	PW-Facilities & Fleet	Project Status:	Developing
Project Description:	Repair and paint rusting, failing, structural elements of the Hillsboro Football Stadium	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	15-20 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total:	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Revenue Funding Source(s):

Facility Reserves	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total:	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Project # & Title:	#10977 RV Park at Fairgrounds	Scheduled Start:	on hold
Map Location:	FFD-06	Scheduled Completion:	on hold
Department/Division:	PW-Facilities & Fleet / Washington County	Project Status:	on hold
Project Description:	Design/Construct RV Park at Washington County Fairgrounds in exchange for 15 acres at Fairgrounds and improvement of ballfields and tennis courts.	Funded/Unfunded:	partial
Operating Impacts:	None for the City of Hillsboro	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ 36,211	\$ 193,500	\$ 24,962	\$ -	\$ -	\$ -	\$ -	\$ 61,173
Construction	-	1,800,000	1,836,573	-	-	-	-	1,836,573
Total:	\$ 36,211	\$ 1,993,500	\$ 1,861,535	\$ -	\$ -	\$ -	\$ -	\$ 1,897,746

Revenue Funding Source(s):

Gainshare	\$ 36,211	\$ 1,993,500	\$ 1,861,535	\$ -	\$ -	\$ -	\$ -	\$ 1,897,746
Total:	\$ 36,211	\$ 1,993,500	\$ 1,861,535	\$ -	\$ -	\$ -	\$ -	\$ 1,897,746

Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.



Project # & Title:	#10979 Public Safety Training Center	Scheduled Start:	TBD
Map Location:	TBD	Scheduled Completion:	TBD
Department/Division:	PW-Facilities & Fleet/Fire Department	Project Status:	Developing
Project Description:	Purchase land for fire training center to include burn tower, classrooms and offices.	Funded/Unfunded:	Funded/Partial
Operating Impacts:	TBD	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ -	\$ 3,100,000	\$ -	\$ -	\$ -	\$ -	\$ 3,100,000
Design & Engineering	5,750	400,000	50,000	-	-	-	-	55,750
Construction	-	3,600,000	850,000	-	-	-	-	850,000
Total:	\$ 5,750	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,005,750

Revenue Funding Source(s):

Gainshare	\$ 5,750	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,005,750
Total:	\$ 5,750	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,005,750

Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.

Project # & Title:	#11091 Community Center at 53rd Ave	Scheduled Start:	7/1/2017
Map Location:	FFD-01	Scheduled Completion:	TBD
Department/Division:	PW-Facilities & Fleet / Parks & Rec	Project Status:	Developing
Project Description:	New community & recreation center located across from existing 53rd Ave. Park. Phase I 95,000 SF gym and community center.	Funded/Unfunded:	Funded/Partial
Operating Impacts:	Ballard / King Pro forma Report estimate \$3 million in operating maintenance and personnel.	Estimated Useful Life:	50+ years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
Construction	-	-	5,000,000	10,000,000	16,000,000	-	-	31,000,000
Total:	\$ -	\$ 4,000,000	\$ 9,000,000	\$ 10,000,000	\$ 16,000,000	\$ -	\$ -	\$ 35,000,000

Revenue Funding Source(s):

Gainshare & Strategic Investment Program	\$ -	\$ 4,000,000	\$ 9,000,000	\$ 10,000,000	\$ 1,000,000	\$ -	\$ -	\$ 20,000,000
Bond Proceeds	-	-	-	-	15,000,000	-	-	15,000,000
Total:	\$ -	\$ 4,000,000	\$ 9,000,000	\$ 10,000,000	\$ 16,000,000	\$ -	\$ -	\$ 35,000,000

Operating Budget Impact:

Additional FTE	-	-	-	-	-	16.00	-	16.00
Department Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,548,000	\$ 2,625,000	\$ 5,173,000
Facility Expenses	-	-	-	-	-	525,000	540,000	1,065,000
Total:	\$ -	\$ 3,073,000	\$ 3,165,000	\$ 6,238,000				

Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.

Note: Project may be pushed out further than anticipated. The design did not occur in November of FY 16-17 as planned.

Rebudgeting the \$4M for design in FY 17-18 , leaving the construction \$5M as is in FY 17-18 , TBD.

Project # & Title:	#11093 Hillsboro Police West Precinct Expansion	Scheduled Start:	TBD
Map Location:	FFD-07	Scheduled Completion:	TBD
Department/Division:	PW-Facilities & Fleet / Police Dept.	Project Status:	Exploring
Project Description:	Public / Private Partnership construction project expand west precinct to combine with east precinct.	Funded/Unfunded:	Funded/Partial
Operating Impacts:	TBD	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Acquisition	\$ -	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000
Design & Engineering	-	-	-	1,400,000	-	-	-	1,400,000
Construction	-	-	5,250,000	4,850,000	4,150,000	4,350,000	-	18,600,000
Total:	\$ -	\$ 5,000,000	\$ 10,250,000	\$ 6,250,000	\$ 4,150,000	\$ 4,350,000	\$ -	\$ 25,000,000

Revenue Funding Source(s):								
Gainshare and SIP	\$ -	\$ 5,000,000	\$ 10,250,000	\$ 6,250,000	\$ 4,150,000	\$ 4,350,000	\$ -	\$ 25,000,000
Total:	\$ -	\$ 5,000,000	\$ 10,250,000	\$ 6,250,000	\$ 4,150,000	\$ 4,350,000	\$ -	\$ 25,000,000

Note: Project total does not include the FY 2016-17 as funds were reappropriated in FY 2017-18.

Project # & Title:	#11168 Finance Department Office Remodel	Scheduled Start:	TBD
Map Location:	FFD-02	Scheduled Completion:	FY 17/18
Department/Division:	PW-Facilities & Fleet / Finance Dept.	Project Status:	Developing
Project Description:	Construct three (3) hard walled offices and push out vault wall and reconstruct vault (2 hour fire rated wall).	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	30+ yrs

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Design & Engineering	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Construction	-	-	225,000	-	-	-	-	225,000
Total:	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Revenue Funding Source(s):								
Facility Reserves	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Total:	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000



Project # & Title:	#11170 Civic Center Plaza Improvements	Scheduled Start:	TBD
Map Location:	FFD-02	Scheduled Completion:	TBD
Department/Division:	PW-Facilities & Fleet / Parks Dept.	Project Status:	Developing
Project Description:	Enhancements for the Civic Center plazas for venues, electrical, sound, site furnishings.	Funded/Unfunded:	Funded/Partial
Operating Impacts:	TBD	Estimated Useful Life:	

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ 97,000
Total:	\$ -	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ 97,000

Revenue Funding Source(s):

Facility Reserves	\$ -	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ 97,000
Total:	\$ -	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ 97,000

Project # & Title:	Hillsboro Football Stadium Fence Panel Repair	Scheduled Start:	TBD
Map Location:	FFD-03	Scheduled Completion:	FY 17/18
Department/Division:	PW-Facilities & Fleet	Project Status:	Developing
Project Description:	Repair fence panels surrounding stadium seating	Funded/Unfunded:	Funded
Operating Impacts:	None	Estimated Useful Life:	15-20 years

Project Justification and Relationship to Citywide Goals:

Project Costs	Actual	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Project
	Prior Years	Budget	Budget	Estimate	Estimate	Estimate	Estimate	Total
Construction	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Revenue Funding Source(s):

Facility Reserves	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total:	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Project # & Title: Fleet Replacements

Project Description: The Fleet Management section handles the acquisition, 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 may 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	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Projected Total
Police Department	\$ 801,900	\$ 675,900	\$ 1,924,400	\$ 400,000	\$ 984,730	\$ 1,044,000	\$ 5,029,030
Fire Department	590,000	1,210,000	1,068,128	1,599,756	222,852	290,130	4,390,866
Parks Department	421,000	447,000	583,000	198,000	329,500	243,000	1,800,500
Library	72,000	-	-	-	-	-	-
Fleet & Facilities	130,000	84,000	59,500	-	-	36,000	179,500
Information Services	-	-	30,000	-	-	-	30,000
Finance	-	-	32,000	-	-	-	32,000
Building Department	30,000	130,000	-	-	30,000	-	160,000
Public Works Department	481,000	1,120,500	585,000	660,000	470,000	80,000	2,915,500
Water Department	693,000	130,000	160,000	145,000	70,000	-	505,000
JWC Department	15,000	50,000	-	-	50,000	-	100,000
Barney Department	-	-	50,000	-	-	-	50,000
TOTAL	\$ 3,233,900	\$ 3,847,400	\$ 4,492,028	\$ 3,002,756	\$ 2,157,082	\$ 1,693,130	\$ 15,192,396

Expense by Fund	2016-17 Budget	2017-18 Budget	2018-19 Estimate	2019-20 Estimate	2020-21 Estimate	2021-22 Estimate	Projected Total
General Fund	\$ 1,884,900	\$ 2,332,900	\$ 3,575,528	\$ 2,197,756	\$ 1,537,082	\$ 1,577,130	\$ 11,220,396
Support Services Fund	130,000	84,000	121,500	-	-	36,000	241,500
Building Fund	30,000	130,000	-	-	30,000	-	160,000
Public Works Fund	481,000	1,120,500	585,000	660,000	470,000	80,000	2,915,500
Water Fund	708,000	180,000	210,000	145,000	120,000	-	655,000
TOTAL	\$ 3,233,900	\$ 3,847,400	\$ 4,492,028	\$ 3,002,756	\$ 2,157,082	\$ 1,693,130	\$ 15,192,396

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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*



Fund Summaries

The City's financial operations are budgeted and accounted for in funds. These 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 that 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: Include 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 principle 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 Funds: The General Fund is a major fund type that is comprised of four funds that are rolled up to the General Fund for financial reporting purposes. The funds are the General Fund, Public Art Fund, Economic Development Fund and PERS Stabilization Fund. The purpose of these funds is to provide police, fire, parks and recreation, library, planning, municipal court, and economic development services.

Special Revenue Funds: Special Revenue Funds are allocated for a specific purpose by external restriction or that of Council formal commitment, and includes the following funds:

- **Transportation Fund:** The Transportation fund is a major fund type that is comprised of several combined funds for financial reporting purposes. The purpose of these funds is to provide engineering, construction, reconstruction, improvement, repair, maintenance, operations, and use of public highways, roads, streets, and pathways.

The funds include: Transportation Fund, Pathways-Gas Tax Fund, Transportation Depreciation Fund, TUF Pavement Management Fund, TUF Pathways Fund, TIF Fund, TDT Fund, Transportation SDC Fund, and Special Assessments Fund.

- **Police Forfeiture Fund**
- **Cadet Fund**
- **Parks SDC Fund**
- **Wetland Mitigation Fund**
- **Building Fund**

Debt Service Funds: The City's non-enterprise debt is accounted for in these funds.

- **Downtown Urban Renewal Tax Increment Fund**
- **North Hillsboro Urban Renewal Tax Increment Fund**

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.

- **Downtown Urban Renewal General Fund**
- **Parks Capital Fund**
- **North Hillsboro Urban Renewal General Fund**
- **Gain Share Capital Projects Fund**



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 Funds (Water)**
- **Sewer Funds**
- **Surface Water Management Funds**
- **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**
- **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.

- **Strategic Investment Program (SIP) Fund**
- **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**

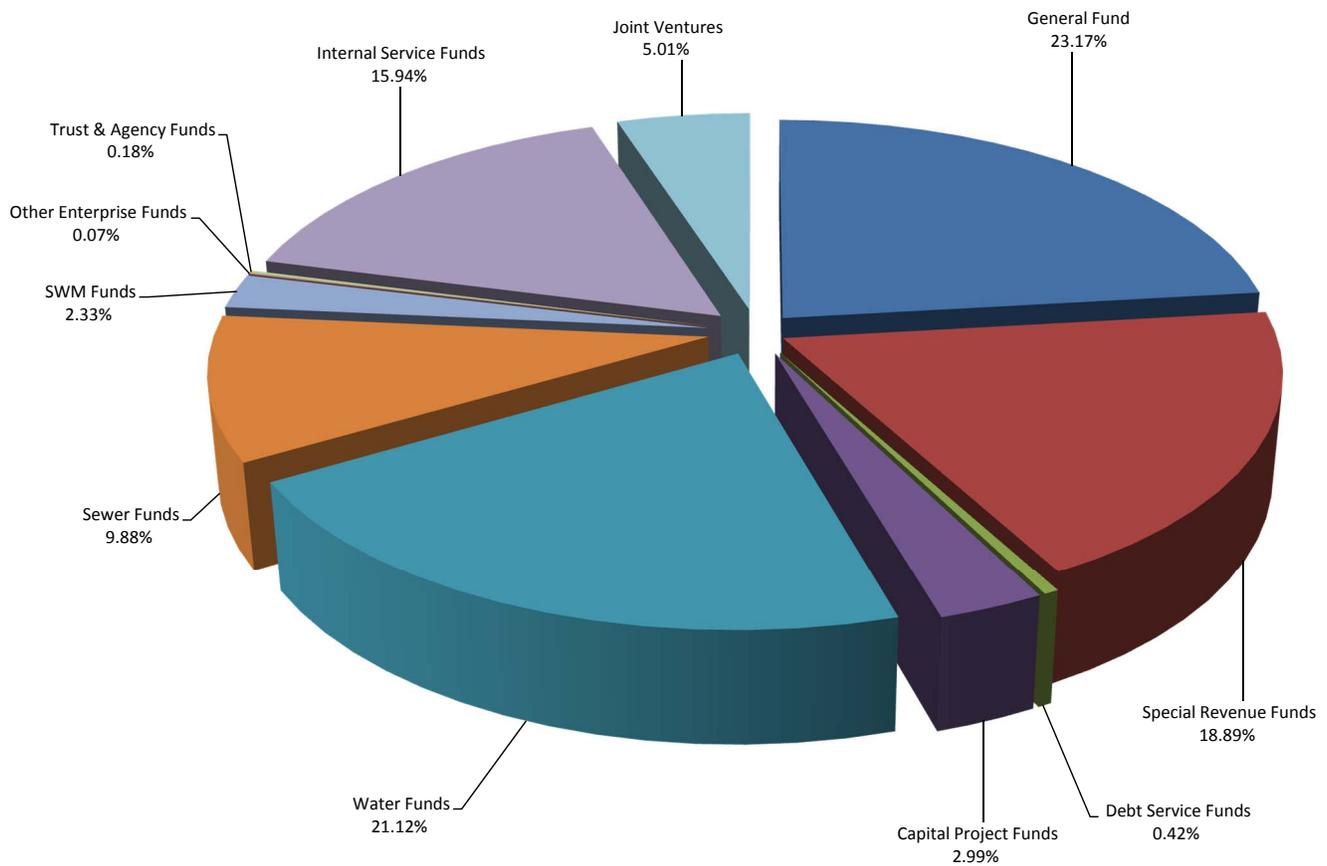
Fund Structure

The City has a total of 54 active 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
		102	Public Art Fund
		120	Economic Development Fund
		125	PERS Stabilization Fund
	Special Revenue Funds	105	Police Forfeiture Fund
		110	Cadet Fund
		115	Parks SDC 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
		214	Transportation SDC Fund
		220	Special Assessments Fund
		232	Wetlands Mitigation Fund
		540	Building Fund
		Debt Service Funds	310
	312		North Hillsboro UR Tax Increment Fund
	Capital Projects Fund	400	Downtown UR General Fund
		410	Parks Capital Projects Fund
		412	North Hillsboro UR General Fund
420		Gain Share 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
		516	Sewer Local Service Fee Fund
	SWM Funds	520	Surface Water Management Fund
		522	SWM Depreciation Fund
		524	SWM SDC Fund
		526	SWM Local Service Fee Fund
	Other Enterprise Funds	530	Property Management Fund
		712	ITF Fund

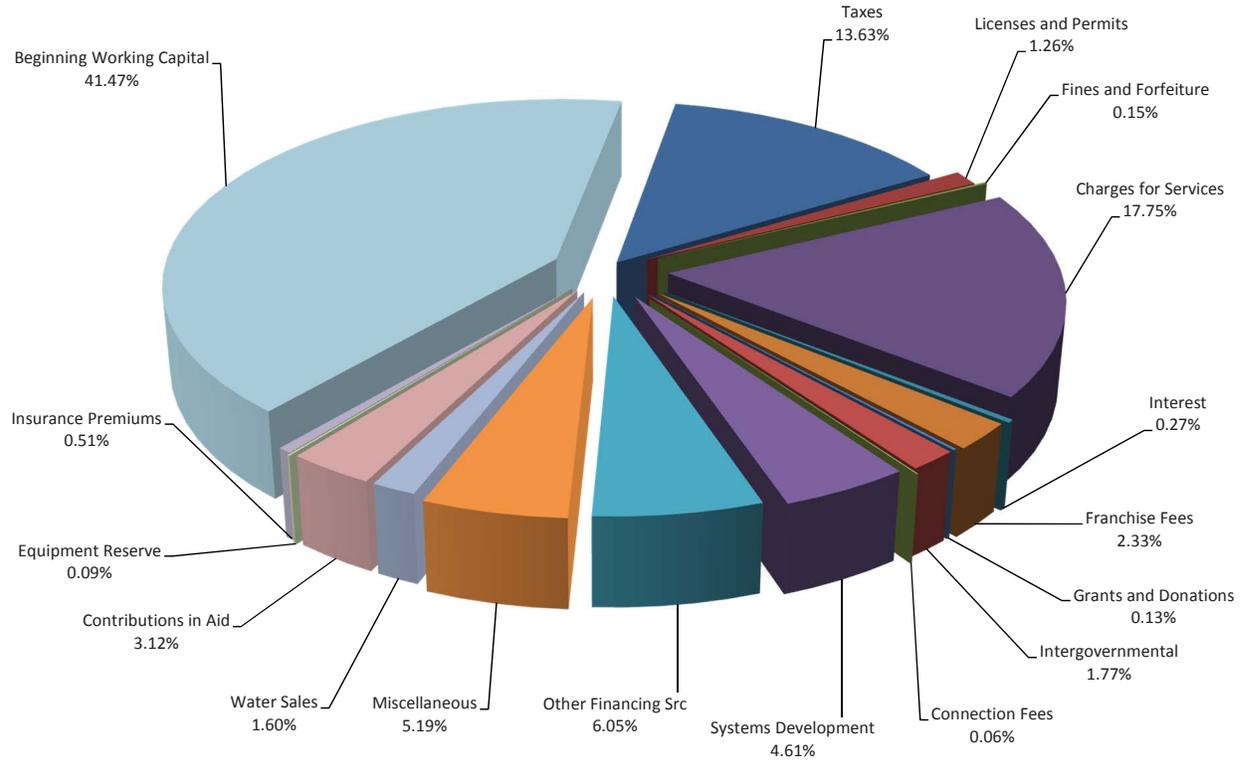


Fund Type	Fund Group	Fund Number	Fund Description
Trust & Agency Funds	Trust & Agency Funds	610	Broadband Users Group Fund
		620	PPDS Users Group Fund
		640	Library Board Agency Fund
		650	Cemetery Endowment Fund
		670	Jackson Bottom Preserve Fund
Internal Service Funds	Internal Service Funds	320	SIP Fund
		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



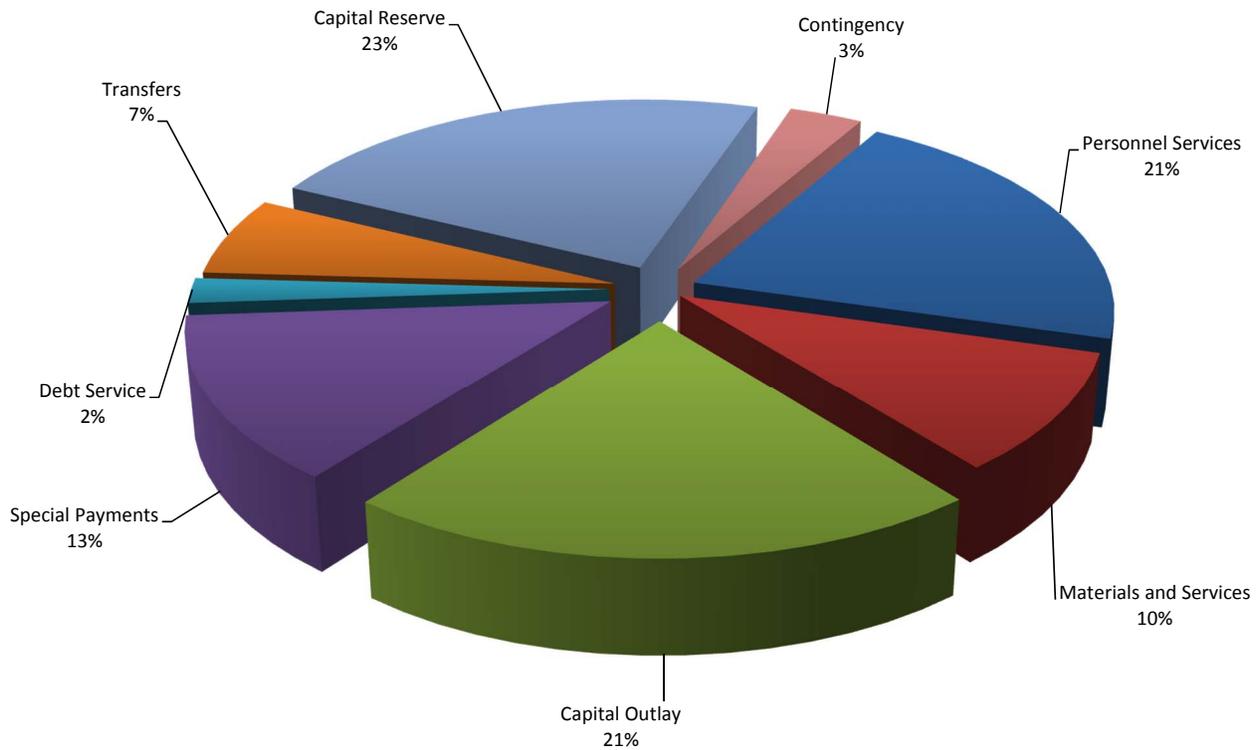
Total City Budget Requirements by Fund Group

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
General Funds	101,783,531	110,379,895	117,182,845	124,266,141	7,083,296	6%	23%
Special Revenue Funds	90,569,823	114,045,580	96,544,222	101,278,557	4,734,335	5%	19%
Debt Service Funds	930,596	1,493,605	1,595,000	2,258,100	663,100	42%	0%
Capital Project Funds	26,868,412	30,587,150	27,887,920	16,050,726	(11,837,194)	-42%	3%
Water Funds	95,528,440	107,838,364	113,299,905	113,262,935	(36,970)	0%	21%
Sewer Funds	46,486,853	48,691,678	50,378,070	52,973,353	2,595,283	5%	10%
SWM Funds	14,512,452	15,559,901	12,760,733	12,495,255	(265,478)	-2%	2%
Other Enterprise Funds	459,675	476,514	395,600	381,500	(14,100)	-4%	0%
Trust & Agency Funds	1,307,315	1,325,545	1,580,317	948,291	(632,026)	-40%	0%
Internal Service Funds	51,495,023	62,332,195	82,263,901	85,477,397	3,213,496	4%	16%
Joint Ventures	11,040,208	12,725,077	15,129,622	26,876,834	11,747,212	78%	5%
Total Requirements	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%



Total City Budget Resources by Category

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Taxes	59,298,023	66,296,312	68,455,224	73,105,851	4,650,627	7%	14%
Licenses and Permits	7,648,177	6,678,044	6,162,060	6,774,047	611,987	10%	1%
Fines and Forfeiture	814,883	1,232,299	865,000	809,000	(56,000)	-6%	0%
Charges for Services	79,043,043	83,937,413	89,896,433	95,179,123	5,282,690	6%	18%
Interest	1,293,039	1,543,018	1,583,349	1,462,147	(121,202)	-8%	0%
Franchise Fees	10,430,596	11,060,811	12,100,000	12,480,000	380,000	3%	2%
Grants and Donations	1,723,101	2,248,966	3,453,140	706,500	(2,746,640)	-80%	0%
Intergovernmental	8,311,903	8,631,539	8,639,000	9,507,575	868,575	10%	2%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%	0%
Systems Development	13,838,681	23,090,741	26,538,855	24,724,560	(1,814,295)	-7%	5%
Other Financing Src	35,556,107	49,108,596	47,764,015	32,432,353	(15,331,662)	-32%	6%
Miscellaneous	23,455,495	28,822,358	36,076,146	27,807,539	(8,268,607)	-23%	5%
Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%	2%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%	3%
Equipment Reserve	-	-	500,000	500,000	-	0%	0%
Insurance Premiums	1,850,443	1,745,992	2,097,000	2,744,016	647,016	31%	1%
Beginning Working Capital	187,610,795	209,656,304	200,896,557	222,403,137	21,506,580	11%	41%
Total Resources	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%



Total City Budget Requirements by Category

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change	Percent of Total
Personnel Services	84,265,285	90,033,531	99,938,490	107,642,734	7,704,244	8%	20%
Materials and Services	31,877,160	32,669,172	52,097,305	49,498,530	(2,598,775)	-5%	9%
Capital Outlay	21,298,605	58,727,544	88,342,216	108,402,010	20,059,794	23%	20%
Special Payments	51,744,954	54,119,149	66,012,882	67,914,423	1,901,541	3%	13%
Debt Service	6,583,918	14,930,251	14,955,677	10,322,378	(4,633,299)	-31%	2%
Transfers	35,556,107	40,108,596	41,214,340	32,432,353	(8,781,987)	-21%	6%
Contingency	-	-	15,274,168	16,463,390	1,189,222	8%	3%
Capital Reserve	-	-	115,772,539	115,975,637	203,098	0%	22%
Unappropriated Fund Balance	209,656,299	214,867,261	25,410,518	27,617,634	2,207,116	9%	5%
Total Requirements	\$ 440,982,328	\$ 505,455,504	\$ 519,018,135	\$ 536,269,089	\$ 17,250,954	3%	100%



Summary of City Funds for Fiscal Year 2017-18

	General*	Transporation*	Police Forfeiture	Cadet	Parks SDC
Resources					
Taxes	\$ 71,619,351	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	751,000	180,747	-	-	-
Fines and Forfeiture	785,000	-	-	-	-
Charges for Services	4,152,600	3,635,258	-	-	-
Interest	209,500	296,052	500	7,000	60,000
Franchise Fees	12,480,000	-	-	-	-
Grants and Donations	400,000	-	-	-	-
Intergovernmental	2,880,000	6,627,575	-	-	-
Connection Fees	-	-	-	-	-
Systems Development	-	6,624,560	-	-	2,000,000
Other Financing Src	2,620,000	8,248,040	-	-	-
Miscellaneous	2,542,250	4,001,500	1,500	-	-
Water Sales	-	-	-	-	-
Contributions in Aid	-	-	-	-	-
Equipment Reserve CO	-	-	-	-	-
Insurance Premiums	-	-	-	-	-
Beginning Work Cap	25,826,440	41,229,800	86,500	1,160,750	7,228,900
Total Resources	\$ 124,266,141	\$ 70,843,532	\$ 88,500	\$ 1,167,750	\$ 9,288,900
Requirements					
Personnel Services	\$ 66,816,951	\$ 4,135,295	\$ -	\$ 40,039	\$ -
Materials & Services	11,603,060	7,509,550	88,500	31,700	-
Capital Outlay	2,426,670	54,240,776	-	-	6,687,004
Special Payments	19,063,699	1,421,845	-	-	-
Debt Service	-	-	-	-	721,796
Transfers	3,446,275	3,536,066	-	-	1,880,100
Contingency	3,924,000	-	-	100,000	-
Unappropriated Fund Balance	16,985,486	-	-	996,011	-
Total Requirements	\$ 124,266,141	\$ 70,843,532	\$ 88,500	\$ 1,167,750	\$ 9,288,900

*Identifies funds that are designated as a major fund for GASB 34 purposes

Fund Summaries

Fund Group Summary

Building	Wetland Mitigation	Downtown UR Tax Increment	NoHi UR Tax Increment	Downtown UR	Parks Capital Projects	NoHi UR
\$ -	\$ -	\$ 1,007,500	\$ 479,000	\$ -	\$ -	\$ -
5,203,500	-	-	-	-	-	-
-	-	-	-	-	-	-
100,000	800	7,500	1,500	2,250	500	-
-	-	-	-	-	-	-
-	-	-	-	-	110,000	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	1,225,000	1,880,100	1,143,118
150	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
14,464,860	120,565	396,100	366,500	222,190	93,450	231,000
\$ 19,768,510	\$ 121,365	\$ 1,411,100	\$ 847,000	\$ 1,449,440	\$ 2,084,050	\$ 1,374,118
\$ 5,579,934	\$ -	\$ -	\$ -	\$ 49,965	\$ 133,076	\$ 49,980
765,500	10,000	-	-	570,000	150,000	600,000
330,000	-	-	347,000	104,475	1,130,459	724,138
1,541,509	-	-	-	725,000	-	-
-	-	144,069	-	-	670,515	-
500,000	-	1,225,000	500,000	-	-	-
5,000,000	-	42,031	-	-	-	-
6,051,567	111,365	-	-	-	-	-
\$ 19,768,510	\$ 121,365	\$ 1,411,100	\$ 847,000	\$ 1,449,440	\$ 2,084,050	\$ 1,374,118



Summary of City Funds for Fiscal Year 2017-18

	Gain Share Capital Projects	Utilities Commission (Water)	Sanitary Sewer	Surface Water Management	Property Management
Resources					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	-	15,000	90,000	530,000	3,800
Fines and Forfeiture	-	-	-	-	24,000
Charges for Services	-	25,211,500	27,958,654	7,376,540	-
Interest	100,000	450,500	93,836	25,359	400
Franchise Fees	-	-	-	-	-
Grants and Donations	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Connection Fees	-	304,500	-	-	-
Systems Development	-	7,000,000	8,590,000	510,000	-
Other Financing Src	-	2,515,000	506,363	60,856	-
Miscellaneous	5,850,000	601,000	751,500	500	-
Water Sales	-	-	-	-	-
Contributions in Aid	-	-	-	-	-
Equipment Reserve CO	-	-	-	-	-
Insurance Premiums	-	-	-	-	-
Beginning Work Cap	5,193,118	77,165,435	14,983,000	3,992,000	72,400
Total Resources	\$ 11,143,118	\$ 113,262,935	\$ 52,973,353	\$ 12,495,255	\$ 100,600
Requirements					
Personnel Services	\$ -	\$ 6,347,456	\$ 2,830,232	\$ 3,118,307	\$ -
Materials & Services	1,500,000	2,938,820	521,700	2,061,900	100,600
Capital Outlay	-	86,607,126	18,075,986	3,657,160	-
Special Payments	-	8,088,098	30,854,072	3,237,457	-
Debt Service	-	3,942,370	-	-	-
Transfers	9,643,118	2,590,000	691,363	420,431	-
Contingency	-	725,000	-	-	-
Unappropriated Fund Balance	-	2,024,065	-	-	-
Total Requirements	\$ 11,143,118	\$ 113,262,935	\$ 52,973,353	\$ 12,495,255	\$ 100,600

ITF	Trust and Agency Funds					Support Services
	Broadband Users Group	PPDS Users Group	Library Board Agency	Cemetery Endowment	Jackson Bottom Preserve	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	19,147,691
100	3,000	100	200	50	-	10,000
-	-	-	-	-	-	-
-	-	-	196,500	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	200,000
213,100	362,951	31,000	-	-	-	100,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
67,700	328,455	8,915	8,000	9,120	-	1,445,670
\$ 280,900	\$ 694,406	\$ 40,015	\$ 204,700	\$ 9,170	\$ -	\$ 20,903,361

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,145,111
251,500	352,951	31,000	204,700	-	-	4,995,730
-	10,000	-	-	-	-	1,241,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
29,400	-	-	-	-	-	521,520
-	331,455	9,015	-	9,170	-	-
\$ 280,900	\$ 694,406	\$ 40,015	\$ 204,700	\$ 9,170	\$ -	\$ 20,903,361



Summary of City Funds for Fiscal Year 2017-18

	Sustainability Revolving	Facilities Management	SIP	Risk Management	Loss Reserve
Resources					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	-	-	-	-	-
Fines and Forfeiture	-	-	-	-	-
Charges for Services	-	5,811,880	-	-	-
Interest	500	25,000	45,000	3,000	-
Franchise Fees	-	-	-	-	-
Grants and Donations	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Connection Fees	-	-	-	-	-
Systems Development	-	-	-	-	-
Other Financing Src	35,375	11,412,601	-	-	-
Miscellaneous	-	945,495	11,630,500	-	-
Water Sales	-	-	-	-	-
Contributions in Aid	-	-	-	-	-
Equipment Reserve CO	-	-	-	-	-
Insurance Premiums	-	-	-	2,744,016	-
Beginning Work Cap	84,992	18,692,829	5,131,748	500,200	900,000
Total Resources	\$ 120,867	\$ 36,887,805	\$ 16,807,248	\$ 3,247,216	\$ 900,000
Requirements					
Personnel Services	\$ -	\$ 40,000	\$ -	\$ 461,837	\$ -
Materials & Services	120,867	9,162,342	15,000	137,660	-
Capital Outlay	-	27,022,863	-	-	-
Special Payments	-	-	1,500	2,106,500	-
Debt Service	-	662,600	4,181,028	-	-
Transfers	-	-	8,000,000	-	-
Contingency	-	-	4,609,720	541,219	-
Unappropriated Fund Balance	-	-	-	-	900,000
Total Requirements	\$ 120,867	\$ 36,887,805	\$ 16,807,248	\$ 3,247,216	\$ 900,000

Fleet Management	Copier Program	Joint Ventures		Grand Total
		Joint Water Commission	Barney Joint Reservoir	
\$ -	\$ -	\$ -	\$ -	\$ 73,105,851
-	-	-	-	6,774,047
-	-	-	-	809,000
1,685,000	200,000	-	-	95,179,123
15,000	3,000	-	1,500	1,462,147
-	-	-	-	12,480,000
-	-	-	-	706,500
-	-	-	-	9,507,575
-	-	-	-	304,500
-	-	-	-	24,724,560
2,585,900	-	-	-	32,432,353
-	-	-	776,093	27,807,539
-	-	8,578,741	-	8,578,741
-	-	16,750,000	-	16,750,000
-	-	500,000	-	500,000
-	-	-	-	2,744,016
1,788,000	334,000	-	270,500	222,403,137
\$ 6,073,900	\$ 537,000	\$ 25,828,741	\$ 1,048,093	\$ 536,269,089

\$ 654,410	\$ -	\$ 2,973,796	\$ 266,345	\$ 107,642,734
943,500	127,500	4,529,050	175,400	49,498,530
4,325,990	160,000	17,070,250	216,750	224,377,647
-	-	755,645	119,098	67,914,423
-	-	-	-	10,322,378
-	-	-	-	32,432,353
150,000	50,000	500,000	270,500	16,463,390
-	199,500	-	-	27,617,634
\$ 6,073,900	\$ 537,000	\$ 25,828,741	\$ 1,048,093	\$ 536,269,089

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General Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
General Fund (100)	95,179,610	103,187,322	109,233,045	116,179,646	6,946,601	6%
Public Arts Fund (102)	-	212,819	350,300	271,750	(78,550)	-22%
Economic Development (120)	3,602,238	3,960,468	3,817,500	3,360,460	(457,040)	-12%
PERS Stabilization (125)	3,001,683	3,019,286	3,782,000	4,454,285	672,285	18%
Total General Funds	\$101,783,531	\$110,379,895	\$117,182,845	\$124,266,141	\$7,083,296	6%

Resources by Category

Beginning Work Cap	13,205,522	19,894,601	23,480,800	25,826,440	2,345,640	10%
Taxes	58,580,489	65,388,646	67,449,224	71,619,351	4,170,127	6%
Licenses and Permits	704,994	701,062	726,000	751,000	25,000	3%
Fines and Forfeiture	800,930	1,210,131	852,000	785,000	(67,000)	-8%
Charges for Services	5,213,430	4,341,187	4,122,676	4,152,600	29,924	1%
Interest	129,220	176,245	200,000	209,500	9,500	5%
Franchise Fees	10,430,596	11,060,815	12,100,000	12,480,000	380,000	3%
Grants and Donations	228,911	253,090	321,895	400,000	78,105	24%
Intergovernmental	2,510,910	2,554,734	2,674,000	2,880,000	206,000	8%
Other Financing Src	7,407,290	1,999,810	2,690,000	2,620,000	(70,000)	-3%
Miscellaneous	2,571,239	2,799,574	2,566,250	2,542,250	(24,000)	-1%
Total General Funds	\$101,783,531	\$110,379,895	\$117,182,845	\$124,266,141	\$7,083,296	6%

Requirements by Category

Personnel Services	55,492,897	58,918,584	62,872,775	66,816,951	3,944,176	6%
Materials & Services	9,280,104	10,333,756	11,971,343	11,603,060	(368,283)	-3%
Capital Outlay	192,635	307,448	1,683,513	2,426,670	743,157	44%
Special Payments	15,432,194	15,643,444	17,940,991	19,063,699	1,122,708	6%
Transfers	1,491,100	1,866,050	2,876,700	3,446,275	569,575	20%
Contingency	-	-	3,277,010	3,924,000	646,990	20%
Unapprop Fund Bal	19,894,601	23,310,613	16,560,513	16,985,486	424,973	3%
Total General Funds	\$101,783,531	\$110,379,895	\$117,182,845	\$124,266,141	\$7,083,296	6%

Budget by Department

Police	27,831,990	29,579,335	31,455,608	33,690,832	2,159,224	7%
Fire	18,408,742	19,431,223	20,831,930	22,785,810	1,953,880	9%
Parks and Recreation	17,500,066	18,965,207	20,407,835	21,641,191	1,191,911	6%
Library	8,174,860	8,538,172	9,541,814	10,132,086	590,272	6%
Planning	4,460,274	4,672,565	5,489,115	5,354,529	(134,586)	-2%
Street Lighting	856,496	845,951	1,010,000	1,010,000		0%
Special Expenditures	17,467,616	20,849,595	20,283,727	21,248,744	1,041,017	5%
Municipal Court	479,566	518,093	563,316	588,204	24,888	4%
Pers Stabilization	3,001,683	3,019,286	3,782,000	4,454,285	672,285	18%
Economic Development	3,602,238	3,960,468	3,817,500	3,360,460	(457,040)	-12%
Total General Funds	\$101,783,531	\$110,379,895	\$117,182,845	\$124,266,141	\$7,041,851	6%

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	10,331,294	14,857,821	18,351,000	20,474,445	2,123,445	12%
Taxes	58,580,489	65,388,646	67,449,224	71,619,351	4,170,127	6%
Licenses and Permits	704,994	701,062	726,000	751,000	25,000	3%
Fines and Forfeiture	800,930	1,210,131	852,000	785,000	(67,000)	-8%
Charges for Services	3,849,419	4,341,187	4,122,676	4,152,600	29,924	1%
Interest	105,472	145,251	175,000	180,000	5,000	3%
Franchise Fees	10,430,596	11,060,815	12,100,000	12,480,000	380,000	3%
Grants and Donations	228,911	253,090	321,895	400,000	78,105	24%
Intergovernmental	2,510,910	2,554,734	2,674,000	2,880,000	206,000	8%
Other Financing Src	6,002,290	1,008,500	1,010,000	1,025,000	15,000	1%
Miscellaneous	1,634,305	1,666,085	1,451,250	1,432,250	(19,000)	-1%
Total General Fund	\$95,179,610	\$103,187,322	\$109,233,045	\$116,179,646	\$6,946,601	6%

General Fund (100) by Category

Personnel Services	54,803,130	58,096,893	61,848,884	65,739,267	3,890,383	6%
Materials & Services	8,585,069	9,466,679	10,204,748	10,221,354	16,606	0%
Capital Outlay	192,635	297,633	420,500	1,391,445	970,945	231%
Special Payments	15,249,855	15,460,038	17,726,690	18,826,104	1,099,414	6%
Transfers	1,491,100	1,866,050	2,876,700	3,446,275	569,575	20%
Contingency	-	-	2,777,010	3,424,000	646,990	23%
Unapprop Fund Bal	14,857,821	18,000,029	13,378,513	13,131,201	(247,312)	-2%
Total General Fund	\$95,179,610	\$103,187,322	\$109,233,045	\$116,179,646	\$6,946,601	6%

General Fund (100) by Department

Police	27,831,990	29,579,335	31,455,608	33,690,832	2,235,224	7%
Fire	18,408,742	19,431,223	20,831,930	22,785,810	1,953,880	9%
Parks and Recreation	17,500,066	18,752,388	20,057,535	21,369,441	1,311,906	7%
Library	8,174,860	8,538,172	9,541,814	10,132,086	590,272	6%
Planning	4,460,274	4,672,565	5,489,115	5,354,529	(134,586)	-2%
Street Lighting	856,496	845,951	1,010,000	1,010,000	-	0%
Special Expenditures	17,467,616	20,849,595	20,283,727	21,248,744	965,017	5%
Municipal Court	479,566	518,093	563,316	588,204	24,888	4%
Total General Fund	\$95,179,610	\$103,187,322	\$109,233,045	\$116,179,646	\$6,946,601	6%



General Fund (100)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Taxes						
4000 Property Taxes	39,964,531	44,701,415	45,674,224	48,534,351	48,534,351	48,534,351
4005 Local Option Tax	16,832,637	18,780,475	19,500,000	20,560,000	20,560,000	20,560,000
4010 Property Taxes - Delinquent	809,420	527,658	650,000	650,000	650,000	650,000
4015 Local Option Taxes - Delinquent	187,044	246,405	325,000	325,000	325,000	325,000
4021 Hotel/Motel Tax	786,857	1,132,693	1,300,000	1,550,000	1,550,000	1,550,000
Total Taxes	\$58,580,489	\$65,388,646	\$67,449,224	\$71,619,351	71,619,351	71,619,351
Licenses and Permits						
4110 Business License Fees	262,791	281,346	285,000	300,000	300,000	300,000
4111 B/L Application Fees	29,660	26,850	30,000	30,000	30,000	30,000
4112 Licenses and Fees	10,845	10,895	11,000	11,000	11,000	11,000
4114 Planning Fees	401,698	381,971	400,000	410,000	410,000	410,000
Total Licenses and Permits	\$704,994	\$701,062	\$726,000	\$751,000	751,000	751,000
Fines and Forfeiture						
4130 Vehicle Impound Fee	13,295	6,600	15,000	10,000	10,000	10,000
4131 Court Fines	719,509	704,782	725,000	650,000	650,000	650,000
4132 Parking Fines	68,126	108,249	112,000	125,000	125,000	125,000
4133 Accrued Muni Fines/Fees	-	390,500	-	-	-	-
Total Fines and Forfeiture	\$800,930	\$1,210,131	\$852,000	\$785,000	785,000	785,000
Charges for Services						
4113 Lien Search Service Fees	77,125	83,300	75,000	80,000	80,000	80,000
4151 Facility Rental Fees	606,825	704,999	566,000	573,500	573,500	573,500
4154 Service Charges	160,686	376,118	83,576	38,500	38,500	38,500
4152 Training Revenue	27,945	32,310	22,500	22,500	22,500	22,500
4126 Resale/Concession Fees	178,010	190,041	160,000	160,000	160,000	160,000
4150 Program Fees	2,557,360	2,759,166	3,040,600	3,103,100	3,103,100	3,103,100
4156 Contract Payments	40,999	-	-	-	-	-
4176 Library Fines	149,250	131,338	130,000	50,000	50,000	50,000
4177 Library Fines Self Checkout	51,219	63,915	45,000	125,000	125,000	125,000
Total Charges for Services	\$3,849,419	\$4,341,187	\$4,122,676	\$4,152,600	4,152,600	4,152,600
Interest						
4200 Interest Earned	105,472	145,251	175,000	180,000	180,000	180,000
Total Interest	\$105,472	\$145,251	\$175,000	\$180,000	180,000	180,000
Franchise Fees						
4250 Franchise Fees	10,157,171	10,796,731	11,800,000	12,180,000	12,180,000	12,180,000
4251 Public Utility Tax	273,425	264,084	300,000	300,000	300,000	300,000
Total Franchise Fees	\$10,430,596	\$11,060,815	\$12,100,000	\$12,480,000	12,480,000	12,480,000
Grants and Donations						
4270 Donations	83,680	74,152	111,750	112,500	112,500	112,500
4275 Grants - Federal	64,310	76,491	135,145	252,500	252,500	252,500
4276 Grants - State	18,808	2,447	-	10,000	10,000	10,000
4277 Grants - Other	62,113	100,000	75,000	25,000	25,000	25,000
Total Grants and Donations	\$228,911	\$253,090	\$321,895	\$400,000	400,000	400,000

General Funds

General Fund

General Fund (100)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Intergovernmental						
4301 OLCC Tax Revenue	1,361,141	1,387,900	1,400,000	1,525,000	1,525,000	1,525,000
4302 State Revenue Sharing	1,007,637	1,023,920	1,115,000	1,200,000	1,200,000	1,200,000
4303 Cigarette Tax Revenue	126,188	127,420	144,000	140,000	140,000	140,000
4300 Ready to Read	15,944	15,494	15,000	15,000	15,000	15,000
Total Intergovernmental	\$2,510,910	\$2,554,734	\$2,674,000	\$2,880,000	2,880,000	2,880,000
Other Financing Src						
4450 Transfer from Transportation Fun	692,290	698,500	700,000	715,000	715,000	715,000
4455 Transfer from SWM Fund	100,000	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	160,000	160,000	160,000	160,000	160,000	160,000
4479 Transfer from Gainshare	5,000,000	-	-	-	-	-
Total Other Financing Src	\$6,002,290	\$1,008,500	\$1,010,000	\$1,025,000	1,025,000	1,025,000
Miscellaneous						
4600 Miscellaneous Income	1,607,552	1,622,561	1,442,000	1,406,000	1,406,000	1,423,000
4601 Sale of Surplus Property	3,166	7,893	9,000	9,000	9,000	9,000
4616 NSF Fees	75	248	250	250	250	250
4606 Construction Reimbursement	23,512	35,383	-	-	-	-
Total Miscellaneous	\$1,634,305	\$1,666,085	\$1,451,250	\$1,415,250	1,415,250	1,432,250
Beginning Work Cap						
4800 Beginning Working Capital	10,331,294	14,857,821	18,351,000	20,450,000	20,450,000	20,474,445
Total Beginning Work Cap	\$10,331,294	\$14,857,821	\$18,351,000	\$20,450,000	20,450,000	20,474,445
Total Resources	\$95,179,610	\$103,187,322	\$109,233,045	\$116,138,201	116,138,201	116,179,646



General Fund (100)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	31,987,753	33,308,844	36,034,122	37,668,441	37,668,441	37,744,441
5005 Salaries - Part-Time	3,138,393	3,441,153	3,496,536	3,864,010	3,864,010	3,864,010
5007 Incentive Allowance	8,844	9,580	20,000	20,000	20,000	20,000
5010 Extra Labor	40,350	36,286	151,655	151,655	151,655	151,655
5100 Overtime	2,066,950	2,459,555	2,023,199	2,029,628	2,029,628	2,029,628
5301 Med/Den/Vis Insurance	6,783,228	7,292,739	8,138,666	8,381,368	8,381,368	8,381,368
5303 PERS	4,547,274	5,818,131	6,271,496	7,679,762	7,679,762	7,679,762
5308 VEBA	657,067	654,395	717,849	755,086	755,086	755,086
5309 PERS Stabilization	1,088,519	-	-	-	-	-
5310 Accrued Payroll Expense	-	406,200	222,700	55,000	55,000	55,000
5399 Other Benefits and Taxes	4,484,752	4,670,010	4,772,661	5,058,317	5,058,317	5,058,317
Total Personnel Services	\$54,803,130	\$58,096,893	\$61,848,884	\$65,663,267	65,663,267	65,739,267
Materials & Services						
6000 Office Supplies	272,754	286,515	273,575	268,815	268,815	268,815
6001 Communications Services	258,815	259,466	266,430	266,950	266,950	266,950
6002 Travel/Training/Dues	378,321	415,430	420,644	483,595	483,595	483,595
6003 Postage	29,601	33,782	104,650	63,400	63,400	63,400
6004 Program Supplies/Materials	1,123,543	1,465,164	1,509,695	1,514,787	1,514,787	1,516,287
6005 Advertising/Promotion	42,859	58,195	62,000	72,500	72,500	72,500
6006 Tuition Reimbursement	12,605	25,205	24,393	30,865	30,865	30,865
6007 Printing	92,587	110,746	113,650	116,700	116,700	116,700
6055 Fire Meal Reimbursement	92,180	102,480	105,850	116,800	116,800	116,800
6100 Contractual Services	1,621,177	1,888,871	2,090,773	1,944,461	1,944,461	1,942,961
6101 Other Services	359,316	431,998	535,732	504,574	504,574	504,574
6102 Maintenance Contracts	40,277	36,893	54,180	60,860	60,860	60,860
6200 Fuel/Oil	409,291	303,709	480,606	483,106	483,106	483,106
6202 Vehicle Equipment	24,341	41,223	20,000	20,000	20,000	20,000
6300 Uniforms	126,135	132,262	167,323	166,930	166,930	166,930
6301 Safety Supplies	26,899	69,663	54,764	53,950	53,950	53,950
6400 Utilities	1,171,157	1,224,046	1,330,000	1,330,000	1,330,000	1,330,000
6402 Maintenance Supplies	54,222	148,060	148,555	148,555	148,555	148,555
6403 Small Tools and Equipment	88,997	69,368	69,195	69,845	69,845	69,845
6405 Recruitment Expense	3,638	2,183	750	1,500	1,500	1,500
6406 Library Materials	640,254	480,525	606,594	600,000	600,000	600,000
6409 Computer Software	8,061	16,112	24,155	55,145	55,145	55,145
6410 Computer Hardware	35,143	64,791	27,097	18,862	18,862	18,862
6411 Communications Equipment	1,306,523	1,377,257	1,252,880	1,343,749	1,343,749	1,343,749
6416 Equipment Maintenance	92,206	99,050	89,350	95,250	95,250	95,250
6418 Medical Equipment/Supplies	70,031	86,928	82,500	82,500	82,500	82,500
6419 Personal Protective Equipment	80,492	91,847	103,150	116,050	116,050	116,050
6420 SCBA	18,295	26,215	31,500	33,725	33,725	33,725
6425 Library Periodicals	29,829	22,066	20,000	17,000	17,000	17,000
6601 TNT	13,404	18,493	5,100	10,030	10,030	10,030
6602 Firearms	57,920	73,794	123,891	125,000	125,000	125,000

General Funds

General Fund

General Fund (100)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
6603 Honor Guard	4,196	4,342	5,766	5,850	5,850	5,850
Total Materials & Services	\$8,585,069	\$9,466,679	\$10,204,748	\$10,221,354	10,221,354	10,221,354
Capital Outlay						
7005 Communications Equipment	-	-	28,000	435,000	435,000	435,000
7010 Office Equipment	-	930	101,000	65,500	65,500	65,500
7015 Apparatus and Equipment	-	-	-	475,000	475,000	475,000
7020 Computer Hardware	41,977	12,716	-	-	-	-
7030 Facilities and Improvements	50,997	101,612	45,000	-	-	24,445
7032 Facilities Equipment	-	27,906	32,000	-	-	52,000
7040 Construction - Infrastructure	-	-	10,000	10,000	10,000	10,000
7045 Park Equipment	99,661	154,469	204,500	364,500	364,500	329,500
Total Capital Outlay	\$192,635	\$297,633	\$420,500	\$1,350,000	1,350,000	1,391,445
Special Payments						
8000 In Lieu of Tax Fees	48,955	32,910	50,000	50,000	50,000	50,000
8001 Lien Search Service Fees	33,641	36,670	35,000	35,000	35,000	35,000
8002 Miscellaneous Refunds	90,132	95,766	90,000	90,000	90,000	90,000
8003 Community Programs	180,000	180,000	245,000	245,000	245,000	245,000
8004 Chamber Assistance	60,000	60,000	60,000	60,000	60,000	60,000
8005 Retiree Med/Life Insurance	28,425	20,625	30,000	25,000	25,000	25,000
8006 Other Services	56,616	19,494	115,000	115,000	115,000	115,000
8008 Facilities Depreciation	753,093	743,530	879,975	878,774	878,774	878,774
8009 Support Services Charge	8,515,919	9,056,786	10,561,844	11,513,246	11,513,246	11,513,246
8010 Equipment Depreciation	381,601	381,601	447,058	439,290	439,290	439,290
8011 Facilities Charge	3,352,747	3,192,104	3,602,279	3,764,260	3,764,260	3,764,260
8018 Insurance	600,000	514,725	600,000	600,000	600,000	600,000
8024 Fleet Services Charge	1,148,726	1,125,827	1,010,534	1,010,534	1,010,534	1,010,534
Total Special Payments	\$15,249,855	\$15,460,038	\$17,726,690	\$18,826,104	18,826,104	18,826,104
Transfers						
8200 Transfer to Econ Dev	725,000	700,000	725,000	725,000	725,000	725,000
8202 Transfer to Support Services	10,000	-	-	-	-	-
8229 Transfer to Fleet Management Fu	731,600	952,365	1,954,900	2,585,900	2,585,900	2,585,900
8230 Transfer to Sustainability Fund	24,500	2,375	11,800	35,375	35,375	35,375
8234 Transfer To Public Arts Fund	-	211,310	185,000	100,000	100,000	100,000
Total Transfers	\$1,491,100	\$1,866,050	\$2,876,700	\$3,446,275	3,446,275	3,446,275
Contingency						
8300 Contingency	-	-	2,777,010	3,500,000	3,500,000	3,424,000
Total Contingency	\$0	\$0	\$2,777,010	\$3,500,000	3,500,000	3,424,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	14,857,821	18,000,029	13,378,513	13,131,201	13,131,201	13,131,201
Total Unapprop Fund Bal	\$14,857,821	\$18,000,029	\$13,378,513	\$13,131,201	13,131,201	13,131,201
Total Requirements	\$95,179,610	\$103,187,322	\$109,233,045	\$116,138,201	116,138,201	116,179,646



General Fund (100)

Requirements by Department	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Police Department Requirements						
Personnel Services	21,199,039	22,594,180	23,721,936	25,023,485	25,023,485	25,099,485
Materials & Services	2,419,987	2,568,758	2,699,648	2,800,994	2,800,994	2,800,994
Capital Outlay	-	-	28,000	435,000	435,000	435,000
Special Payments	4,212,964	4,416,397	5,006,024	5,355,353	5,355,353	5,355,353
Total Police	\$27,831,990	\$29,579,335	\$31,455,608	\$33,614,832	\$33,614,832	\$33,690,832

Fire Department Requirements

Personnel Services	14,667,214	15,444,691	16,396,461	17,596,569	17,596,569	17,596,569
Materials & Services	1,344,526	1,454,355	1,539,849	1,611,337	1,611,337	1,611,337
Capital Outlay	-	-	-	475,000	475,000	475,000
Special Payments	2,397,002	2,532,177	2,895,620	3,102,904	3,102,904	3,102,904
Total Fire	\$18,408,742	\$19,431,223	\$20,831,930	\$22,785,810	\$22,785,810	\$22,785,810

Parks and Recreation Department Requirements

Personnel Services	10,792,444	11,505,703	12,302,007	13,068,354	13,068,354	13,068,354
Materials & Services	2,392,274	2,906,371	2,937,350	3,030,050	3,030,050	3,030,050
Capital Outlay	150,658	284,917	281,500	364,500	364,500	405,945
Special Payments	4,164,690	4,055,397	4,536,678	4,865,092	4,865,092	4,865,092
Total Parks and Recreation	\$17,500,066	\$18,752,388	\$20,057,535	\$21,327,996	\$21,327,996	\$21,369,441

Library Department Requirements

Personnel Services	5,256,001	5,479,079	5,990,498	6,429,034	6,429,034	6,429,034
Materials & Services	953,759	1,013,698	1,089,542	1,114,773	1,114,773	1,114,773
Capital Outlay	41,977	12,716	101,000	65,500	65,500	65,500
Special Payments	1,923,123	2,032,679	2,360,774	2,522,779	2,522,779	2,522,779
Total Library	\$8,174,860	\$8,538,172	\$9,541,814	\$10,132,086	\$10,132,086	\$10,132,086

Planning Department Requirements

Personnel Services	2,588,752	2,754,454	3,099,116	3,192,214	3,192,214	3,192,214
Materials & Services	594,333	643,636	899,959	625,300	625,300	625,300
Special Payments	1,277,189	1,274,475	1,490,040	1,537,015	1,537,015	1,537,015
Total Planning	\$4,460,274	\$4,672,565	\$5,489,115	\$5,354,529	\$5,354,529	\$5,354,529

Street Lighting Department Requirements

Materials & Services	856,496	845,951	1,000,000	1,000,000	1,000,000	1,000,000
Capital Outlay	-	-	10,000	10,000	10,000	10,000
Total Street Lighting	\$856,496	\$845,951	\$1,010,000	\$1,010,000	\$1,010,000	\$1,010,000

General Funds

General Fund

Requirements by Department	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Expenditures Department Requirements						
Special Payments	1,118,695	983,516	1,251,504	1,247,268	1,247,268	1,247,268
Transfers	1,491,100	1,866,050	2,876,700	3,446,275	3,446,275	3,446,275
Contingency	-	-	2,777,010	3,500,000	3,500,000	3,424,000
Unapprop Fund Bal	14,857,821	18,000,029	13,378,513	13,131,201	13,131,201	13,131,201
Total Special Expenditures	\$17,467,616	\$20,849,595	\$20,283,727	\$21,324,744	\$21,324,744	\$21,248,744
Municipal Court Department Requirements						
Personnel Services	299,680	318,786	338,866	353,611	353,611	353,611
Materials & Services	23,694	33,910	38,400	38,900	38,900	38,900
Special Payments	156,192	165,397	186,050	195,693	195,693	195,693
Total Municipal Court	\$479,566	\$518,093	\$563,316	\$588,204	\$588,204	\$588,204
Total General Fund Requirements	\$95,179,610	\$103,187,322	\$109,233,045	\$116,138,201	\$116,138,201	\$116,179,646



Public Arts Funds (102)

Beginning in fiscal year 2013, the City began allocating discretionary general revenues to fund public art at a minimum of one dollar per capita annually. Until FY 2015-16, unspent public art funds had resided within the General Fund. For enhanced tracking purposes, a sub-fund of the General Fund has been created as the Public Art Fund.

Public Arts Fund (102) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	-	162,800	169,250	6,450	4%
Interest	-	1,509	2,500	2,500	-	0%
Other Financing Src	-	211,310	185,000	100,000	(85,000)	-46%
Total Public Arts Fund	\$0	\$212,819	\$350,300	\$271,750	(\$78,550)	-22%

Public Arts Fund (102) by Category

Materials & Services	-	62,744	180,000	160,000	(20,000)	-11%
Capital Outlay	-	9,815	170,300	111,750	(58,550)	-34%
Unapprop Fund Bal	-	140,260	-	-	-	0%
Total Public Arts Fund	\$0	\$212,819	\$350,300	\$271,750	(\$78,550)	-22%

Public Arts Fund (102) by Department

Parks and Recreation	-	212,819	350,300	271,750	(78,550)	-22%
Total Public Arts Fund	\$0	\$212,819	\$350,300	\$271,750	(\$78,550)	-22%

General Funds

Public Arts Fund

Public Arts Fund (102)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	-	1,509	2,500	2,500	2,500	2,500
Total Interest	\$0	\$1,509	\$2,500	\$2,500	2,500	2,500
Other Financing Src						
4454 Transfer from General Fund	-	211,310	185,000	100,000	100,000	100,000
Total Other Financing Src	\$0	\$211,310	\$185,000	\$100,000	100,000	100,000
Beginning Work Cap						
4800 Beginning Working Capital	-	-	162,800	169,250	169,250	169,250
Total Beginning Work Cap	\$0	\$0	\$162,800	\$169,250	169,250	169,250
Total Resources	\$0	\$212,819	\$350,300	\$271,750	271,750	271,750

Public Arts Fund (102)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	-	503	25,000	25,000	25,000	25,000
6100 Contractual Services	-	62,241	155,000	135,000	135,000	135,000
Total Materials & Services	\$0	\$62,744	\$180,000	\$160,000	160,000	160,000
Capital Outlay						
7030 Facilities and Improvements	-	9,815	-	-	-	-
7050 Capital Reserve	-	-	170,300	111,750	111,750	111,750
Total Capital Outlay	\$0	\$9,815	\$170,300	\$111,750	111,750	111,750
Unapprop Fund Bal						
8500 Unapprop Fund Balance	-	140,260	-	-	-	-
Total Unapprop Fund Bal	\$0	\$140,260	\$0	\$0	\$0	\$0
Total Requirements	\$0	\$212,819	\$350,300	\$271,750	271,750	271,750



Economic Development Fund (120)

The Economic Development 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	1,252,776	2,035,097	1,950,000	1,493,460	(456,540)	-23%
Interest	7,528	11,882	7,500	12,000	4,500	60%
Other Financing Src	1,405,000	780,000	745,000	745,000	-	0%
Miscellaneous	936,934	1,133,489	1,115,000	1,110,000	(5,000)	0%
Total Economic Development	\$3,602,238	\$3,960,468	\$3,817,500	\$3,360,460	(\$457,040)	-12%

Economic Development (120) by Category

Personnel Services	689,767	821,691	923,891	977,684	53,793	6%
Materials & Services	695,035	804,333	1,586,595	1,221,706	(364,889)	-23%
Capital Outlay	-	-	1,092,713	923,475	(169,238)	-15%
Special Payments	182,339	183,406	214,301	237,595	23,294	11%
Unapprop Fund Bal	2,035,097	2,151,038	-	-	-	0%
Total Economic Development	\$3,602,238	\$3,960,468	\$3,817,500	\$3,360,460	(\$457,040)	-12%

Economic Development (120) by Department

Economic Development	3,602,238	3,960,468	3,817,500	3,360,460	(457,040)	-12%
Total Economic Development	\$3,602,238	\$3,960,468	\$3,817,500	\$3,360,460	(\$457,040)	-12%

General Funds

Economic Development

Economic Development (120)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	7,528	11,882	7,500	12,000	12,000	12,000
Total Interest	\$7,528	\$11,882	\$7,500	\$12,000	12,000	12,000
Other Financing Src						
4450 Transfer from Transportation Fun	20,000	20,000	20,000	20,000	20,000	20,000
4454 Transfer from General Fund	725,000	700,000	725,000	725,000	725,000	725,000
4455 Transfer from SWM Fund	20,000	20,000	-	-	-	-
4456 Transfer from Water Fund	20,000	20,000	-	-	-	-
4458 Transfer from Sewer Fund	20,000	20,000	-	-	-	-
4479 Transfer from Gainshare	600,000	-	-	-	-	-
Total Other Financing Src	\$1,405,000	\$780,000	\$745,000	\$745,000	745,000	745,000
Miscellaneous						
4608 Strategic Investment Prog Reven	375,462	385,952	410,000	410,000	410,000	410,000
4610 Leasehold Revenues	34,781	37,591	40,000	40,000	40,000	40,000
4634 Enterprise Zone App Fee	76,750	150,913	50,000	50,000	50,000	50,000
4635 Enterprise Zone Comm Fee	449,941	559,033	615,000	610,000	610,000	610,000
Total Miscellaneous	\$936,934	\$1,133,489	\$1,115,000	\$1,110,000	1,110,000	1,110,000
Beginning Work Cap						
4800 Beginning Working Capital	1,252,776	2,035,097	1,950,000	1,493,460	1,493,460	1,493,460
Total Beginning Work Cap	\$1,252,776	\$2,035,097	\$1,950,000	\$1,493,460	1,493,460	1,493,460
Total Resources	\$3,602,238	\$3,960,468	\$3,817,500	\$3,360,460	3,360,460	3,360,460



Economic Development (120)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	481,939	565,221	622,794	649,727	649,727	649,727
5005 Salaries - Part-Time	-	10,515	-	-	-	-
5010 Extra Labor	4,384	1,485	33,000	33,000	33,000	33,000
5301 Med/Den/Vis Insurance	75,820	97,780	105,310	113,145	113,145	113,145
5303 PERS	57,387	75,243	89,349	102,891	102,891	102,891
5308 VEBA	9,616	11,255	12,459	12,998	12,998	12,998
5309 PERS Stabilization	14,402	-	-	-	-	-
5310 Accrued Payroll Expense	-	6,000	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	46,219	54,192	60,979	64,923	64,923	64,923
Total Personnel Services	\$689,767	\$821,691	\$923,891	\$977,684	977,684	977,684
Materials & Services						
6000 Office Supplies	2,899	4,066	4,000	4,000	4,000	4,000
6001 Communications Services	1,173	1,098	1,200	1,200	1,200	1,200
6002 Travel/Training/Dues	30,023	23,758	50,000	53,995	53,995	53,995
6003 Postage	269	240	300	300	300	300
6004 Program Supplies/Materials	775	675	-	-	-	-
6005 Advertising/Promotion	10,162	32,505	35,000	47,375	47,375	47,375
6100 Contractual Services	568,655	680,805	1,438,625	1,056,210	1,056,210	1,056,210
6101 Other Services	81,079	61,186	57,470	58,626	58,626	58,626
Total Materials & Services	\$695,035	\$804,333	\$1,586,595	\$1,221,706	1,221,706	1,221,706
Capital Outlay						
7050 Capital Reserve	-	-	1,092,713	923,475	923,475	923,475
Total Capital Outlay	\$0	\$0	\$1,092,713	\$923,475	923,475	923,475
Special Payments						
8008 Facilities Depreciation	5,246	4,353	4,937	4,915	4,915	4,915
8009 Support Services Charge	133,709	142,742	168,519	190,846	190,846	190,846
8010 Equipment Depreciation	6,171	6,171	7,133	7,282	7,282	7,282
8011 Facilities Charge	23,713	18,558	20,212	21,052	21,052	21,052
8018 Insurance	13,500	11,582	13,500	13,500	13,500	13,500
Total Special Payments	\$182,339	\$183,406	\$214,301	\$237,595	237,595	237,595
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,035,097	2,151,038	-	-	-	-
Total Unapprop Fund Bal	\$2,035,097	\$2,151,038	\$0	\$0	\$0	\$0
Total Requirements	\$3,602,238	\$3,960,468	\$3,817,500	\$3,360,460	3,360,460	3,360,460

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.

PERS Stabilization (125) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	1,621,452	3,001,683	3,017,000	3,689,285	672,285	22%
Charges for Services	1,364,011	-	-	-	-	0%
Interest	16,220	17,603	15,000	15,000	-	0%
Other Financing Src	-	-	750,000	750,000	-	0%
Total PERS Stabilization	\$3,001,683	\$3,019,286	\$3,782,000	\$4,454,285	\$672,285	18%

PERS Stabilization (125) by Category

Personnel Services	-	-	100,000	100,000	-	0%
Contingency	-	-	500,000	500,000	-	0%
Unapprop Fund Bal	3,001,683	3,019,286	3,182,000	3,854,285	672,285	21%
Total PERS Stabilization	\$3,001,683	\$3,019,286	\$3,782,000	\$4,454,285	\$672,285	18%

PERS Stabilization (125) by Department

Pers Stabilization	3,001,683	3,019,286	3,782,000	4,454,285	672,285	18%
Total PERS Stabilization	\$3,001,683	\$3,019,286	\$3,782,000	\$4,454,285	\$672,285	18%



PERS Stabilization (125)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4183 Dept Chg - PERS Stabilization	1,364,011	-	-	-	-	-
Total Charges for Services	\$1,364,011	\$0	\$0	\$0	\$0	\$0
Interest						
4200 Interest Earned	16,220	17,603	15,000	15,000	15,000	15,000
Total Interest	\$16,220	\$17,603	\$15,000	\$15,000	\$15,000	\$15,000
Other Financing Src						
4478 Transfer from SIP Fund	-	-	750,000	750,000	750,000	750,000
Total Other Financing Src	\$0	\$0	\$750,000	\$750,000	\$750,000	\$750,000
Beginning Work Cap						
4800 Beginning Working Capital	1,621,452	3,001,683	3,017,000	3,689,285	3,689,285	3,689,285
Total Beginning Work Cap	\$1,621,452	\$3,001,683	\$3,017,000	\$3,689,285	\$3,689,285	\$3,689,285
Total Resources	\$3,001,683	\$3,019,286	\$3,782,000	\$4,454,285	\$4,454,285	\$4,454,285

PERS Stabilization (125)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5303 PERS	-	-	100,000	100,000	100,000	100,000
Total Personnel Services	\$0	\$0	\$100,000	\$100,000	\$100,000	\$100,000
Contingency						
8300 Contingency	-	-	500,000	500,000	500,000	500,000
Total Contingency	\$0	\$0	\$500,000	\$500,000	\$500,000	\$500,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,001,683	3,019,286	3,182,000	3,854,285	3,854,285	3,854,285
Total Unapprop Fund Bal	\$3,001,683	\$3,019,286	\$3,182,000	\$3,854,285	\$3,854,285	\$3,854,285
Total Requirements	\$3,001,683	\$3,019,286	\$3,782,000	\$4,454,285	\$4,454,285	\$4,454,285

Special Revenue Funds



Special Revenue Funds

Summary

Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Police Forfeiture Fund (105)	79,634	81,409	73,500	88,500	15,000	20%
Cadet Fund (110)	1,302,607	1,256,373	1,207,000	1,167,750	(39,250)	-3%
Parks SDC Fund (115)	8,778,317	17,671,266	6,340,000	9,288,900	2,948,900	47%
Transportation Fund (200)	9,621,516	12,169,066	11,193,400	15,730,876	4,537,476	41%
Pathways Fund Gas Tax (202)	1,343,242	582,347	478,000	515,471	37,471	8%
Transportation Depreciation (204)	687,955	1,219,856	972,448	1,984,170	1,011,722	104%
TUF Pavement Management Fund (205)	4,097,276	4,343,706	5,505,300	7,245,188	1,739,888	32%
TUF Pathways Fund (206)	3,250,179	3,855,669	5,033,200	4,666,455	(366,745)	-7%
TIF Fund (210)	16,794,617	21,272,677	14,500,250	11,159,000	(3,341,250)	-23%
TDT Fund (212)	15,080,368	22,076,211	25,649,100	28,972,465	3,323,365	13%
Transportation SDC Fund (214)	-	(5,941)	5,000,000	544,500	(4,455,500)	-89%
Special Assessments Fund (220)	68,750	20,958	12,850	25,407	12,557	98%
Wetland Mitigation Fund (232)	119,036	119,765	120,200	121,365	1,165	1%
Building Fund (540)	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%
Total Special Revenue Funds	\$90,569,823	\$114,045,580	\$96,544,222	\$101,278,557	\$4,734,335	5%

Resources by Category

Beginning Work Cap	64,066,614	66,916,730	56,864,775	64,291,375	7,426,600	13%
Licenses and Permits	6,525,465	5,291,303	5,093,000	5,384,247	291,247	6%
Charges for Services	2,333,038	2,796,390	3,195,100	3,635,258	440,158	14%
Interest	380,108	450,375	707,699	464,352	(243,347)	-34%
Grants and Donations	346,840	287,085	1,600,000	-	(1,600,000)	-100%
Intergovernmental	5,800,993	6,076,805	5,965,000	6,627,575	662,575	11%
Systems Development	6,880,425	9,932,111	8,588,500	8,624,560	36,060	0%
Other Financing Src	3,692,837	15,290,337	10,126,948	8,248,040	(1,878,908)	-19%
Miscellaneous	543,503	7,004,444	4,403,200	4,003,150	(400,050)	-9%
Total Special Revenue Funds	\$90,569,823	\$114,045,580	\$96,544,222	\$101,278,557	\$4,734,335	5%

Requirements by Category

Personnel Services	6,173,336	6,638,271	9,133,230	9,755,268	622,038	7%
Materials & Services	6,000,916	4,880,043	9,273,998	8,405,250	(868,748)	-9%
Capital Outlay	3,268,427	18,207,306	46,587,623	61,257,780	14,670,157	31%
Special Payments	2,272,787	2,332,991	2,795,139	2,963,354	168,215	6%
Debt Service	-	9,000,000	6,000,000	721,796	(5,278,204)	-88%
Transfers	5,937,627	9,374,599	11,384,577	5,916,166	(5,468,411)	-48%
Contingency	-	-	6,100,000	5,100,000	(1,000,000)	-16%
Unapprop Fund Bal	66,916,730	63,612,370	5,269,655	7,158,943	1,889,288	36%
Total Special Revenue Funds	\$90,569,823	\$114,045,580	\$96,544,222	\$101,278,557	\$4,734,335	5%

Budget by Department

Police	1,382,241	1,337,782	1,280,500	1,256,250	(24,250)	-2%
Parks and Recreation	8,897,353	17,791,031	6,460,200	9,410,265	2,950,065	46%
Building	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%
Public Works	50,943,903	65,534,549	68,344,548	70,843,532	2,498,984	4%
Total Special Revenue Funds	\$90,569,823	\$114,045,580	\$96,544,222	\$101,278,557	\$4,734,335	5%

Police Forfeiture Fund (105)

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

Police Forfeiture Fund (105) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	70,624	79,634	71,500	86,500	15,000	21%
Interest	397	461	500	500	-	0%
Miscellaneous	8,613	1,314	1,500	1,500	-	0%
Total Police Forfeiture Fund	\$79,634	\$81,409	\$73,500	\$88,500	\$15,000	20%

Police Forfeiture Fund (105) by Category

Materials & Services	-	552	73,500	88,500	15,000	20%
Unapprop Fund Bal	79,634	80,857	-	-	-	0%
Total Police Forfeiture Fund	\$79,634	\$81,409	\$73,500	\$88,500	\$15,000	20%

Police Forfeiture Fund (105) by Department

Police	79,634	81,409	73,500	88,500	15,000	20%
Total Police Forfeiture Fund	\$79,634	\$81,409	\$73,500	\$88,500	\$15,000	20%

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	397	461	500	500	500	500
Total Interest	\$397	\$461	\$500	\$500	500	500
Miscellaneous						
4600 Miscellaneous Income	8,613	1,314	1,500	1,500	1,500	1,500
Total Miscellaneous	\$8,613	\$1,314	\$1,500	\$1,500	1,500	1,500
Beginning Work Cap						
4800 Beginning Working Capital	70,624	79,634	71,500	86,500	86,500	86,500
Total Beginning Work Cap	\$70,624	\$79,634	\$71,500	\$86,500	86,500	86,500
Total Resources	\$79,634	\$81,409	\$73,500	\$88,500	88,500	88,500

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6604 Federal Forfeiture	-	552	42,500	55,000	55,000	55,000
6605 State Forfeitures	-	-	31,000	33,500	33,500	33,500
Total Materials & Services	\$0	\$552	\$73,500	\$88,500	88,500	88,500
Unapprop Fund Bal						
8500 Unapprop Fund Balance	79,634	80,857	-	-	-	-
Total Unapprop Fund Bal	\$79,634	\$80,857	\$0	\$0	\$0	\$0
Total Requirements	\$79,634	\$81,409	\$73,500	\$88,500	88,500	88,500



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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	1,296,431	1,248,841	1,202,000	1,160,750	(41,250)	-3%
Interest	6,176	7,382	5,000	7,000	2,000	40%
Grants and Donations	-	150	-	-	-	0%
Total Cadet Fund	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	(\$39,250)	-3%

Cadet Fund (110) by Category

Personnel Services	33,475	23,853	36,572	40,039	3,467	9%
Materials & Services	20,291	19,911	31,700	31,700	-	0%
Contingency	-	-	100,000	100,000	-	0%
Unapprop Fund Bal	1,248,841	1,212,609	1,038,728	996,011	(42,717)	-4%
Total Cadet Fund	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	(\$39,250)	-3%

Cadet Fund (110) by Department

Police	1,302,607	1,256,373	1,207,000	1,167,750	(39,250)	-3%
Total Cadet Fund	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	(\$39,250)	-3%

Special Revenue Funds

Cadet Fund

Cadet Fund (110)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	6,176	7,382	5,000	7,000	7,000	7,000
Total Interest	\$6,176	\$7,382	\$5,000	\$7,000	7,000	7,000
Grants and Donations						
4270 Donations	-	150	-	-	-	-
Total Grants and Donations	\$0	\$150	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	1,296,431	1,248,841	1,202,000	1,160,750	1,160,750	1,160,750
Total Beginning Work Cap	\$1,296,431	\$1,248,841	\$1,202,000	\$1,160,750	1,160,750	1,160,750
Total Resources	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	1,167,750	1,167,750

Cadet Fund (110)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5005 Salaries - Part-Time	-	-	10,519	10,782	10,782	10,782
5100 Overtime	22,737	16,057	20,000	20,500	20,500	20,500
5301 Med/Den/Vis Insurance	3,575	2,435	-	-	-	-
5303 PERS	4,170	3,537	3,435	5,111	5,111	5,111
5308 VEBA	34	-	-	-	-	-
5309 PERS Stabilization	682	-	-	-	-	-
5310 Accrued Payroll Expense	-	200	-	-	-	-
5399 Other Benefits and Taxes	2,277	1,624	2,618	3,646	3,646	3,646
Total Personnel Services	\$33,475	\$23,853	\$36,572	\$40,039	40,039	40,039
Materials & Services						
6000 Office Supplies	-	16	-	-	-	-
6002 Travel/Training/Dues	5,691	9,681	9,000	9,000	9,000	9,000
6003 Postage	61	58	-	-	-	-
6004 Program Supplies/Materials	10,983	8,198	9,000	9,000	9,000	9,000
6005 Advertising/Promotion	-	-	500	500	500	500
6300 Uniforms	3,556	1,958	12,000	12,000	12,000	12,000
6301 Safety Supplies	-	-	1,200	1,200	1,200	1,200
Total Materials & Services	\$20,291	\$19,911	\$31,700	\$31,700	31,700	31,700
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	1,248,841	1,212,609	1,038,728	996,011	996,011	996,011
Total Unapprop Fund Bal	\$1,248,841	\$1,212,609	\$1,038,728	\$996,011	996,011	996,011
Total Requirements	\$1,302,607	\$1,256,373	\$1,207,000	\$1,167,750	1,167,750	1,167,750



Park System Development Charges Fund (115)

This fund accounts for Park System Development Charges (SDC). Park SDC 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 SDC’s are included in the City’s adopted Parks and Trails Master Plan.

Parks SDC Fund (115) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	6,428,566	4,958,317	800,000	7,228,900	6,428,900	804%
Interest	54,349	50,259	40,000	60,000	20,000	50%
Systems Development	2,295,402	3,662,690	4,500,000	2,000,000	(2,500,000)	-56%
Other Financing Src	-	9,000,000	1,000,000	-	(1,000,000)	-100%
Total Parks SDC Fund	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	\$2,948,900	47%

Parks SDC Fund (115) by Category

Capital Outlay	-	6,992,863	490,000	6,687,004	6,197,004	1265%
Debt Service	-	-	-	721,796	721,796	0%
Transfers	3,820,000	6,025,000	5,850,000	1,880,100	(3,969,900)	-68%
Unapprop Fund Bal	4,958,317	4,653,403	-	-	-	0%
Total Parks SDC Fund	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	\$2,948,900	47%

Parks SDC Fund (115) by Department

Parks and Recreation	8,778,317	17,671,266	6,340,000	9,288,900	2,948,900	47%
Total Parks SDC Fund	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	\$2,948,900	47%

Special Revenue Funds

Parks SDC Fund (115)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	30,875	41,849	30,000	50,000	50,000	50,000
4201 Interest on Contracts	23,474	8,410	10,000	10,000	10,000	10,000
Total Interest	\$54,349	\$50,259	\$40,000	\$60,000	60,000	60,000
Systems Development						
4410 Systems Development Charges	2,295,402	3,662,690	4,500,000	2,000,000	2,000,000	2,000,000
Total Systems Development	\$2,295,402	\$3,662,690	\$4,500,000	\$2,000,000	2,000,000	2,000,000
Other Financing Src						
4637 Interfund Loan Proceeds	-	9,000,000	1,000,000	-	-	-
Total Other Financing Src	\$0	\$9,000,000	\$1,000,000	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	6,428,566	4,958,317	800,000	7,228,900	7,228,900	7,228,900
Total Beginning Work Cap	\$6,428,566	\$4,958,317	\$800,000	\$7,228,900	7,228,900	7,228,900
Total Resources	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	9,288,900	9,288,900

Parks SDC Fund (115)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7035 Land	-	6,992,863	-	-	-	-
7050 Capital Reserve	-	-	490,000	7,408,800	7,408,800	6,687,004
Total Capital Outlay	\$0	\$6,992,863	\$490,000	\$7,408,800	7,408,800	6,687,004
Debt Service						
8100 Bond Principal	-	-	-	-	-	622,206
8101 Bond Interest	-	-	-	-	-	99,590
Total Debt Service	\$0	\$0	\$0	\$0	\$0	721,796
Transfers						
8204 Transfer to Parks Capital Proj Fun	3,820,000	6,025,000	5,850,000	1,880,100	1,880,100	1,880,100
Total Transfers	\$3,820,000	\$6,025,000	\$5,850,000	\$1,880,100	1,880,100	1,880,100
Unapprop Fund Bal						
8500 Unapprop Fund Balance	4,958,317	4,653,403	-	-	-	-
Total Unapprop Fund Bal	\$4,958,317	\$4,653,403	\$0	\$0	\$0	\$0
Total Requirements	\$8,778,317	\$17,671,266	\$6,340,000	\$9,288,900	9,288,900	9,288,900



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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	2,687,540	3,434,170	4,861,400	5,824,000	962,600	20%
Licenses and Permits	73,489	253,511	100,000	180,747	80,747	81%
Charges for Services	224,730	70,658	-	100,000	100,000	0%
Interest	19,107	47,638	15,000	60,320	45,320	302%
Grants and Donations	101,500	-	30,000	-	(30,000)	-100%
Intergovernmental	5,747,668	6,018,615	5,912,000	6,565,809	653,809	11%
Other Financing Src	537,500	2,200,000	275,000	3,000,000	2,725,000	991%
Miscellaneous	229,982	144,474	-	-	-	0%
Total Transportation Fund	\$9,621,516	\$12,169,066	\$11,193,400	\$15,730,876	\$4,537,476	41%

Transportation Fund (200) by Category

Personnel Services	2,261,363	2,703,114	3,695,192	4,130,030	434,838	12%
Materials & Services	876,654	806,680	913,630	872,750	(40,880)	-4%
Capital Outlay	52,641	247,683	2,417,447	7,023,211	4,605,764	191%
Special Payments	979,061	990,025	1,236,358	1,331,845	95,487	8%
Transfers	2,017,627	2,268,837	2,930,773	2,373,040	(557,733)	-19%
Unapprop Fund Bal	3,434,170	5,152,727	-	-	-	0%
Total Transportation Fund	\$9,621,516	\$12,169,066	\$11,193,400	\$15,730,876	\$4,537,476	41%

Transportation Fund (200) by Department

Public Works	9,621,516	12,169,066	11,193,400	15,730,876	4,537,476	41%
Total Transportation Fund	\$9,621,516	\$12,169,066	\$11,193,400	\$15,730,876	\$4,537,476	41%

Special Revenue Funds

Transportation Fund

Transportation Fund (200)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4123 Developer Reimbursements	73,489	253,511	100,000	180,747	180,747	180,747
Total Licenses and Permits	\$73,489	\$253,511	\$100,000	\$180,747	180,747	180,747
Charges for Services						
4155 Fee in Lieu of Construction	224,730	70,658	-	100,000	100,000	100,000
Total Charges for Services	\$224,730	\$70,658	\$0	\$100,000	100,000	100,000
Interest						
4200 Interest Earned	19,107	47,638	15,000	60,320	60,320	60,320
Total Interest	\$19,107	\$47,638	\$15,000	\$60,320	60,320	60,320
Grants and Donations						
4276 Grants - State	-	-	30,000	-	-	-
4277 Grants - Other	101,500	-	-	-	-	-
Total Grants and Donations	\$101,500	\$0	\$30,000	\$0	\$0	\$0
Intergovernmental						
4022 Gas Tax - County	348,602	363,632	362,000	389,179	389,179	389,179
4304 Gas Tax - State	3,136,913	3,053,452	3,150,000	3,438,429	3,438,429	3,438,429
4305 Gas Tax Pathways - State	(4,444)	-	-	-	-	-
4306 Gas Tax OTIA III - State	2,266,597	2,601,531	2,400,000	2,738,201	2,738,201	2,738,201
Total Intergovernmental	\$5,747,668	\$6,018,615	\$5,912,000	\$6,565,809	6,565,809	6,565,809
Other Financing Src						
4479 Transfer from Gainshare	537,500	2,000,000	275,000	3,000,000	3,000,000	3,000,000
4452 Transfer from Facilities Managem	-	200,000	-	-	-	-
Total Other Financing Src	\$537,500	\$2,200,000	\$275,000	\$3,000,000	3,000,000	3,000,000
Miscellaneous						
4600 Miscellaneous Income	199,869	122,582	-	-	-	-
4601 Sale of Surplus Property	-	6,800	-	-	-	-
4606 Construction Reimbursement	30,113	15,092	-	-	-	-
Total Miscellaneous	\$229,982	\$144,474	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	2,687,540	3,434,170	4,861,400	5,824,000	5,824,000	5,824,000
Total Beginning Work Cap	\$2,687,540	\$3,434,170	\$4,861,400	\$5,824,000	5,824,000	5,824,000
Total Resources	\$9,621,516	\$12,169,066	\$11,193,400	\$15,730,876	15,730,876	15,730,876



Transportation Fund (200)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,496,745	1,771,513	2,319,406	2,577,321	2,577,321	2,577,321
5005 Salaries - Part-Time	5,554	2,640	-	-	-	-
5010 Extra Labor	23,913	34,076	161,579	165,098	165,098	165,098
5100 Overtime	4,252	7,722	40,000	41,000	41,000	41,000
5301 Med/Den/Vis Insurance	337,827	396,098	542,980	580,780	580,780	580,780
5303 PERS	153,856	233,358	305,957	399,734	399,734	399,734
5308 VEBA	29,552	35,538	46,392	51,550	51,550	51,550
5309 PERS Stabilization	43,372	-	-	-	-	-
5310 Accrued Payroll Expense	-	23,700	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	166,292	198,469	278,878	311,547	311,547	311,547
Total Personnel Services	\$2,261,363	\$2,703,114	\$3,695,192	\$4,130,030	4,130,030	4,130,030
Materials & Services						
6000 Office Supplies	14,381	16,979	18,600	18,000	18,000	18,000
6001 Communications Services	14,708	13,497	13,700	13,300	13,300	13,300
6002 Travel/Training/Dues	35,393	31,104	34,500	31,500	31,500	31,500
6003 Postage	3,343	1,679	1,550	850	850	850
6004 Program Supplies/Materials	15,359	16,060	24,000	66,500	66,500	66,500
6005 Advertising/Promotion	1,850	1,971	2,000	1,500	1,500	1,500
6006 Tuition Reimbursement	603	1,667	1,000	-	-	-
6007 Printing	3,308	1,393	3,000	1,800	1,800	1,800
6100 Contractual Services	546,611	487,299	550,780	408,100	408,100	408,100
6101 Other Services	5,031	6,469	4,500	2,650	2,650	2,650
6102 Maintenance Contracts	26,420	52,377	24,000	120,000	120,000	120,000
6200 Fuel/Oil	39,989	27,949	39,500	36,000	36,000	36,000
6201 Fleet Maintenance	5,632	2,559	5,500	3,500	3,500	3,500
6300 Uniforms	8,141	7,734	6,000	6,500	6,500	6,500
6301 Safety Supplies	1,148	401	1,200	1,050	1,050	1,050
6400 Utilities	229	-	-	-	-	-
6402 Maintenance Supplies	106,631	76,947	107,700	108,000	108,000	108,000
6403 Small Tools and Equipment	11,215	8,640	12,250	8,500	8,500	8,500
6409 Computer Software	3,301	3,215	6,000	3,500	3,500	3,500
6410 Computer Hardware	16,351	3,693	8,600	2,000	2,000	2,000
6411 Communications Equipment	-	1,513	1,800	2,000	2,000	2,000
6412 Equipment Rental	3,115	15,900	10,000	1,000	1,000	1,000
6413 Landfill Fees	2,110	18,623	17,750	18,500	18,500	18,500
6416 Equipment Maintenance	3,190	3,011	12,700	8,000	8,000	8,000
6419 Personal Protective Equipment	8,595	6,000	7,000	10,000	10,000	10,000
Total Materials & Services	\$876,654	\$806,680	\$913,630	\$872,750	872,750	872,750

Transportation Fund (200)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	22,122	8,015	-	68,834	68,834	68,834
7002 Non-License Appar and Equipme	16,630	38,079	91,500	87,000	87,000	87,000
7020 Computer Hardware	2,399	5,662	-	-	-	-
7030 Facilities and Improvements	956	-	5,000	5,000	5,000	5,000
7035 Land	1,076	-	-	-	-	-
7040 Construction - Infrastructure	9,458	195,927	1,415,260	4,294,000	4,294,000	4,294,000
7050 Capital Reserve	-	-	905,687	2,568,377	2,568,377	2,568,377
Total Capital Outlay	\$52,641	\$247,683	\$2,417,447	\$7,023,211	7,023,211	7,023,211
Special Payments						
8008 Facilities Depreciation	19,423	21,603	38,781	41,268	41,268	41,268
8009 Support Services Charge	626,447	665,182	785,057	860,803	860,803	860,803
8010 Equipment Depreciation	32,621	32,621	37,040	36,278	36,278	36,278
8011 Facilities Charge	87,598	92,153	158,756	176,772	176,772	176,772
8018 Insurance	47,000	42,336	49,350	49,350	49,350	49,350
8024 Fleet Services Charge	165,972	136,130	167,374	167,374	167,374	167,374
Total Special Payments	\$979,061	\$990,025	\$1,236,358	\$1,331,845	1,331,845	1,331,845
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	20,000	20,000	20,000	20,000
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	500,000	500,000	500,000	500,000	500,000	500,000
8209 Transfer to Facilities Managemen	-	-	1,300,000	-	-	-
8218 Transfer to TUF PMP	1,200,000	1,000,000	500,000	500,000	500,000	500,000
8219 Transfer to Pathways Gas Tax	-	-	-	60,000	60,000	60,000
8220 Transfer to Planning	192,290	198,500	200,000	215,000	215,000	215,000
8226 Transfer to Trans Depr Fund	105,337	550,337	385,773	1,053,040	1,053,040	1,053,040
Total Transfers	\$2,017,627	\$2,268,837	\$2,930,773	\$2,373,040	2,373,040	2,373,040
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,434,170	5,152,727	-	-	-	-
Total Unapprop Fund Bal	\$3,434,170	\$5,152,727	\$0	\$0	\$0	\$0
Total Requirements	\$9,621,516	\$12,169,066	\$11,193,400	\$15,730,876	15,730,876	15,730,876



Pathways Fund – Gas Tax (202)

This is a subsidiary fund of the Transportation Fund, which accounts for the portion of state gas taxes that are utilized for the construction and maintenance of non-motorized pathways within the City.

Pathways Fund Gas Tax (202) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	436,578	481,612	423,000	390,500	(32,500)	-8%
Interest	2,401	2,545	2,000	3,205	1,205	60%
Intergovernmental	53,325	58,190	53,000	61,766	8,766	17%
Other Financing Src	850,000	40,000	-	60,000	60,000	0%
Miscellaneous	938	-	-	-	-	0%
Total Pathways Fund Gas Tax	\$1,343,242	\$582,347	\$478,000	\$515,471	\$37,471	8%

Pathways Fund Gas Tax (202) by Category

Personnel Services	42,055	1,779	-	-	-	0%
Materials & Services	18,901	-	50,500	50,500	-	0%
Capital Outlay	800,674	90,075	427,500	464,971	37,471	9%
Unapprop Fund Bal	481,612	490,493	-	-	-	0%
Total Pathways Fund Gas Tax	\$1,343,242	\$582,347	\$478,000	\$515,471	\$37,471	8%

Pathways Fund Gas Tax (202) by Department

Public Works	1,343,242	582,347	478,000	515,471	37,471	8%
Total Pathways Fund Gas Tax	\$1,343,242	\$582,347	\$478,000	\$515,471	\$37,471	8%

Pathways Fund Gas Tax (202)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	2,401	2,545	2,000	3,205	3,205	3,205
Total Interest	\$2,401	\$2,545	\$2,000	\$3,205	3,205	3,205
Intergovernmental						
4305 Gas Tax Pathways - State	53,325	58,190	53,000	61,766	61,766	61,766
Total Intergovernmental	\$53,325	\$58,190	\$53,000	\$61,766	61,766	61,766
Other Financing Src						
4450 Transfer from Transportation Fun	-	-	-	60,000	60,000	60,000
4464 Transfer from TIF Fund	-	40,000	-	-	-	-
4479 Transfer from Gainshare	850,000	-	-	-	-	-
Total Other Financing Src	\$850,000	\$40,000	\$0	\$60,000	60,000	60,000
Miscellaneous						
4600 Miscellaneous Income	938	-	-	-	-	-
Total Miscellaneous	\$938	\$0	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	436,578	481,612	423,000	390,500	390,500	390,500
Total Beginning Work Cap	\$436,578	\$481,612	\$423,000	\$390,500	390,500	390,500
Total Resources	\$1,343,242	\$582,347	\$478,000	\$515,471	515,471	515,471



Pathways Fund Gas Tax (202)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	28,007	1,215	-	-	-	-
5010 Extra Labor	13	-	-	-	-	-
5301 Med/Den/Vis Insurance	6,089	240	-	-	-	-
5303 PERS	3,462	186	-	-	-	-
5308 VEBA	561	24	-	-	-	-
5309 PERS Stabilization	841	-	-	-	-	-
5399 Other Benefits and Taxes	3,082	114	-	-	-	-
Total Personnel Services	\$42,055	\$1,779	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	341	-	200	-	-	-
6004 Program Supplies/Materials	537	-	100	-	-	-
6005 Advertising/Promotion	727	-	300	-	-	-
6007 Printing	378	-	-	-	-	-
6100 Contractual Services	14,095	-	500	5,500	5,500	5,500
6101 Other Services	2,823	-	-	-	-	-
6102 Maintenance Contracts	-	-	49,400	45,000	45,000	45,000
Total Materials & Services	\$18,901	\$0	\$50,500	\$50,500	50,500	50,500
Capital Outlay						
7040 Construction - Infrastructure	800,674	90,075	139,500	119,500	119,500	119,500
7050 Capital Reserve	-	-	288,000	345,471	345,471	345,471
Total Capital Outlay	\$800,674	\$90,075	\$427,500	\$464,971	464,971	464,971
Unappropriated Fund Balance						
8500 Unappropriated Fund Balance	481,612	490,493	-	-	-	-
Total Unappropriated Fund Balance	\$481,612	\$490,493	\$0	\$0	\$0	\$0
Total Requirements	\$1,343,242	\$582,347	\$478,000	\$515,471	515,471	515,471

Transportation Depreciation Fund (204)

This fund serves as a reserve to finance future fleet vehicles and equipment replacement.

Transportation Depreciation (204) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	577,951	665,543	583,675	925,100	341,425	58%
Interest	2,967	3,976	3,000	6,030	3,030	101%
Other Financing Src	105,337	550,337	385,773	1,053,040	667,267	173%
Miscellaneous	1,700	-	-	-	-	0%
Total Transportation Depreciation	\$687,955	\$1,219,856	\$972,448	\$1,984,170	\$1,011,722	104%

Transportation Depreciation (204) by Category

Capital Outlay	22,412	-	923,553	1,556,144	632,591	68%
Transfers	-	635,207	48,895	428,026	379,131	775%
Unapprop Fund Bal	665,543	584,649	-	-	-	0%
Total Transportation Depreciation	\$687,955	\$1,219,856	\$972,448	\$1,984,170	\$1,011,722	104%

Transportation Depreciation (204) by Department

Public Works	687,955	1,219,856	972,448	1,984,170	1,011,722	104%
Total Transportation Depreciation	\$687,955	\$1,219,856	\$972,448	\$1,984,170	\$1,011,722	104%



Transportation Depreciation (204)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	2,967	3,976	3,000	6,030	6,030	6,030
Total Interest	\$2,967	\$3,976	\$3,000	\$6,030	6,030	6,030
Other Financing Src						
4450 Transfer from Transportation Fun	105,337	550,337	385,773	1,053,040	1,053,040	1,053,040
Total Other Financing Src	\$105,337	\$550,337	\$385,773	\$1,053,040	1,053,040	1,053,040
Miscellaneous						
4601 Sale of Surplus Property	1,700	-	-	-	-	-
Total Miscellaneous	\$1,700	\$0	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	577,951	665,543	583,675	925,100	925,100	925,100
Total Beginning Work Cap	\$577,951	\$665,543	\$583,675	\$925,100	925,100	925,100
Total Resources	\$687,955	\$1,219,856	\$972,448	\$1,984,170	1,984,170	1,984,170

Transportation Depreciation (204)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	11,839	-	47,000	315,000	315,000	315,000
7002 Non-License Appar and Equipme	10,573	-	21,000	15,000	15,000	15,000
7050 Capital Reserve	-	-	855,553	1,226,144	1,226,144	1,226,144
Total Capital Outlay	\$22,412	\$0	\$923,553	\$1,556,144	1,556,144	1,556,144
Transfers						
8209 Transfer to Facilities Managemen	-	635,207	48,895	428,026	428,026	428,026
Total Transfers	\$0	\$635,207	\$48,895	\$428,026	428,026	428,026
Unapprop Fund Bal						
8500 Unapprop Fund Balance	665,543	584,649	-	-	-	-
Total Unapprop Fund Bal	\$665,543	\$584,649	\$0	\$0	\$0	\$0
Total Requirements	\$687,955	\$1,219,856	\$972,448	\$1,984,170	1,984,170	1,984,170

Transportation Utility Fee Management Fund (205)

In March of 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 had 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

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	764,513	645,344	1,219,400	2,202,000	982,600	81%
Charges for Services	1,128,100	1,691,064	2,282,900	2,535,712	252,812	11%
Interest	3,048	7,258	3,000	7,476	4,476	149%
Other Financing Src	2,200,000	2,000,000	2,000,000	2,500,000	500,000	25%
Miscellaneous	1,615	40	-	-	-	0%
Total TUF Pavement Management Fund	\$4,097,276	\$4,343,706	\$5,505,300	\$7,245,188	\$1,739,888	32%

TUF Pavement Management Fund (205) by Category

Personnel Services	325,072	248,496	-	5,265	5,265	0%
Materials & Services	3,058,060	2,277,137	3,542,840	3,571,100	28,260	1%
Capital Outlay	-	-	1,872,460	2,943,823	1,071,363	57%
Special Payments	68,800	78,560	90,000	90,000	-	0%
Transfers	-	-	-	635,000	635,000	0%
Unapprop Fund Bal	645,344	1,739,513	-	-	-	0%
Total TUF Pavement Management Fund	\$4,097,276	\$4,343,706	\$5,505,300	\$7,245,188	\$1,739,888	32%

TUF Pavement Management Fund (205) by Department

Public Works	4,097,276	4,343,706	5,505,300	7,245,188	1,739,888	32%
Total TUF Pavement Management Fund	\$4,097,276	\$4,343,706	\$5,505,300	\$7,245,188	\$1,739,888	32%



TUF Pavement Management Fund (205)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4307 Transportation Utility Fee	1,128,100	1,691,064	2,282,900	2,535,712	2,535,712	2,535,712
Total Charges for Services	\$1,128,100	\$1,691,064	\$2,282,900	\$2,535,712	2,535,712	2,535,712
Interest						
4200 Interest Earned	3,048	7,258	3,000	7,476	7,476	7,476
Total Interest	\$3,048	\$7,258	\$3,000	\$7,476	7,476	7,476
Other Financing Src						
4450 Transfer from Transportation Fun	1,200,000	1,000,000	500,000	500,000	500,000	500,000
4478 Transfer from SIP Fund	1,000,000	1,000,000	1,500,000	2,000,000	2,000,000	2,000,000
Total Other Financing Src	\$2,200,000	\$2,000,000	\$2,000,000	\$2,500,000	2,500,000	2,500,000
Miscellaneous						
4600 Miscellaneous Income	1,615	40	-	-	-	-
Total Miscellaneous	\$1,615	\$40	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	764,513	645,344	1,219,400	2,202,000	2,202,000	2,202,000
Total Beginning Work Cap	\$764,513	\$645,344	\$1,219,400	\$2,202,000	2,202,000	2,202,000
Total Resources	\$4,097,276	\$4,343,706	\$5,505,300	\$7,245,188	7,245,188	7,245,188

Special Revenue Funds

TUF Pavement Management Fund

TUF Pavement Management Fund (205)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	206,521	162,947	-	3,523	3,523	3,523
5005 Salaries - Part-Time	11,670	3,531	-	-	-	-
5010 Extra Labor	(823)	-	-	-	-	-
5100 Overtime	2,126	1,325	-	-	-	-
5301 Med/Den/Vis Insurance	42,885	35,202	-	949	949	949
5303 PERS	26,628	23,976	-	408	408	408
5308 VEBA	4,134	3,263	-	70	70	70
5309 PERS Stabilization	6,578	-	-	-	-	-
5399 Other Benefits and Taxes	25,353	18,252	-	315	315	315
Total Personnel Services	\$325,072	\$248,496	\$0	\$5,265	5,265	5,265
Materials & Services						
6002 Travel/Training/Dues	4,459	1,728	3,000	3,000	3,000	3,000
6003 Postage	3,284	2,563	3,200	3,200	3,200	3,200
6004 Program Supplies/Materials	1,857	1,121	2,600	2,500	2,500	2,500
6005 Advertising/Promotion	2,112	68	1,650	1,500	1,500	1,500
6007 Printing	698	447	1,000	1,000	1,000	1,000
6100 Contractual Services	50,943	99,566	666,190	96,100	96,100	96,100
6101 Other Services	7,860	1,897	5,000	5,000	5,000	5,000
6102 Maintenance Contracts	2,974,005	2,168,986	2,852,000	3,450,600	3,450,600	3,450,600
6403 Small Tools and Equipment	7,396	761	8,000	8,000	8,000	8,000
6409 Computer Software	1,382	-	-	-	-	-
6410 Computer Hardware	4,064	-	-	-	-	-
6412 Equipment Rental	-	-	200	200	200	200
Total Materials & Services	\$3,058,060	\$2,277,137	\$3,542,840	\$3,571,100	3,571,100	3,571,100
Capital Outlay						
7002 Non-License Appar and Equipme	-	-	45,000	-	-	-
7040 Construction - Infrastructure	-	-	1,003,200	1,955,500	1,955,500	1,955,500
7050 Capital Reserve	-	-	824,260	988,323	988,323	988,323
Total Capital Outlay	\$0	\$0	\$1,872,460	\$2,943,823	2,943,823	2,943,823
Special Payments						
8009 Support Services Charge	68,800	78,560	90,000	90,000	90,000	90,000
Total Special Payments	\$68,800	\$78,560	\$90,000	\$90,000	90,000	90,000
Transfers						
8217 Transfer to TUF Fund	-	-	-	635,000	635,000	635,000
Total Transfers	\$0	\$0	\$0	\$635,000	635,000	635,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	645,344	1,739,513	-	-	-	-
Total Unapprop Fund Bal	\$645,344	\$1,739,513	\$0	\$0	\$0	\$0
Total Requirements	\$4,097,276	\$4,343,706	\$5,505,300	\$7,245,188	7,245,188	7,245,188



Transportation Utility Fee Pathways Fund (206)

This fund accounts for a portion of the Transportation Utility Fee (TUF), dedicated to sidewalk and bicycle path maintenance and improvements.

TUF Pathways Fund (206) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	2,258,230	2,802,837	2,814,000	2,520,000	(294,000)	-10%
Charges for Services	980,208	1,034,668	912,200	999,546	87,346	10%
Interest	11,741	18,139	12,000	11,909	(91)	-1%
Grants and Donations	-	-	570,000	-	(570,000)	-100%
Other Financing Src	-	-	725,000	1,135,000	410,000	57%
Miscellaneous	-	25	-	-	-	0%
Total TUF Pathways Fund	\$3,250,179	\$3,855,669	\$5,033,200	\$4,666,455	(\$366,745)	-7%

TUF Pathways Fund (206) by Category

Personnel Services	34,643	75,022	-	-	-	0%
Materials & Services	310,820	428,327	1,436,688	795,900	(640,788)	-45%
Capital Outlay	101,879	431,975	3,405,012	3,870,555	465,543	14%
Transfers	-	-	191,500	-	(191,500)	-100%
Unapprop Fund Bal	2,802,837	2,920,345	-	-	-	0%
Total TUF Pathways Fund	\$3,250,179	\$3,855,669	\$5,033,200	\$4,666,455	(\$366,745)	-7%

TUF Pathways Fund (206) by Department

Public Works	3,250,179	3,855,669	5,033,200	4,666,455	(366,745)	-7%
Total TUF Pathways Fund	\$3,250,179	\$3,855,669	\$5,033,200	\$4,666,455	(\$366,745)	-7%

Special Revenue Funds

TUF Pathways Fund

TUF Pathways Fund (206)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4307 Transportation Utility Fee	980,208	1,034,668	912,200	999,546	999,546	999,546
Total Charges for Services	\$980,208	\$1,034,668	\$912,200	\$999,546	999,546	999,546
Interest						
4200 Interest Earned	11,741	18,139	12,000	11,909	11,909	11,909
Total Interest	\$11,741	\$18,139	\$12,000	\$11,909	11,909	11,909
Grants and Donations						
4275 Grants - Federal	-	-	570,000	-	-	-
Total Grants and Donations	\$0	\$0	\$570,000	\$0	\$0	\$0
Other Financing Src						
4479 Transfer from Gainshare	-	-	725,000	500,000	500,000	500,000
4468 Transfer from TUF PMP	-	-	-	635,000	635,000	635,000
Total Other Financing Src	\$0	\$0	\$725,000	\$1,135,000	1,135,000	1,135,000
Miscellaneous						
4600 Miscellaneous Income	-	25	-	-	-	-
Total Miscellaneous	\$0	\$25	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	2,258,230	2,802,837	2,814,000	2,520,000	2,520,000	2,520,000
Total Beginning Work Cap	\$2,258,230	\$2,802,837	\$2,814,000	\$2,520,000	2,520,000	2,520,000
Total Resources	\$3,250,179	\$3,855,669	\$5,033,200	\$4,666,455	4,666,455	4,666,455



TUF Pathways Fund (206)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	23,436	48,893	-	-	-	-
5005 Salaries - Part-Time	-	2,964	-	-	-	-
5301 Med/Den/Vis Insurance	4,674	9,419	-	-	-	-
5303 PERS	2,812	7,384	-	-	-	-
5308 VEBA	470	978	-	-	-	-
5309 PERS Stabilization	702	-	-	-	-	-
5399 Other Benefits and Taxes	2,549	5,384	-	-	-	-
Total Personnel Services	\$34,643	\$75,022	\$0	\$0	\$0	\$0
Materials & Services						
6000 Office Supplies	330	-	-	-	-	-
6003 Postage	21	525	200	200	200	200
6004 Program Supplies/Materials	69	50	100	-	-	-
6005 Advertising/Promotion	-	1,448	100	-	-	-
6100 Contractual Services	2,324	230,679	1,136,288	495,700	495,700	495,700
6101 Other Services	724	652	-	-	-	-
6102 Maintenance Contracts	307,352	194,973	300,000	300,000	300,000	300,000
Total Materials & Services	\$310,820	\$428,327	\$1,436,688	\$795,900	795,900	795,900
Capital Outlay						
7035 Land	-	15,600	400,000	110,000	110,000	110,000
7040 Construction - Infrastructure	101,879	416,375	1,546,000	1,105,000	1,105,000	1,105,000
7050 Capital Reserve	-	-	1,459,012	2,655,555	2,655,555	2,655,555
Total Capital Outlay	\$101,879	\$431,975	\$3,405,012	\$3,870,555	3,870,555	3,870,555
Transfers						
8218 Transfer to TUF PMP	-	-	191,500	-	-	-
Total Transfers	\$0	\$0	\$191,500	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,802,837	2,920,345	-	-	-	-
Total Unapprop Fund Bal	\$2,802,837	\$2,920,345	\$0	\$0	\$0	\$0
Total Requirements	\$3,250,179	\$3,855,669	\$5,033,200	\$4,666,455	4,666,455	4,666,455

Traffic Impact Fee 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 collected 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	16,200,071	13,382,306	11,045,000	8,593,000	(2,452,000)	-22%
Interest	69,546	76,086	55,250	66,000	10,750	19%
Grants and Donations	245,340	286,935	1,000,000	-	(1,000,000)	-100%
Systems Development	623	1,349	-	-	-	0%
Other Financing Src	-	1,500,000	-	500,000	500,000	0%
Miscellaneous	279,037	6,026,001	2,400,000	2,000,000	(400,000)	-17%
Total TIF Fund	\$16,794,617	\$21,272,677	\$14,500,250	\$11,159,000	(\$3,341,250)	-23%

TIF Fund (210) by Category

Personnel Services	85,588	228,107	-	-	-	0%
Materials & Services	1,105,902	407,088	878,140	654,300	(223,840)	-25%
Capital Outlay	2,220,821	8,423,870	13,622,110	10,504,700	(3,117,410)	-23%
Transfers	-	216,515	-	-	-	0%
Unapprop Fund Bal	13,382,306	11,997,097	-	-	-	0%
Total TIF Fund	\$16,794,617	\$21,272,677	\$14,500,250	\$11,159,000	(\$3,341,250)	-23%

TIF Fund (210) by Department

Public Works	16,794,617	21,272,677	14,500,250	11,159,000	(3,341,250)	-23%
Total TIF Fund	\$16,794,617	\$21,272,677	\$14,500,250	\$11,159,000	(\$3,341,250)	-23%



Special Revenue Funds

TIF Fund

TIF Fund (210)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	69,332	75,747	55,000	66,000	66,000	66,000
4201 Interest on Contracts	214	339	250	-	-	-
Total Interest	\$69,546	\$76,086	\$55,250	\$66,000	66,000	66,000
Grants and Donations						
4276 Grants - State	245,340	286,935	1,000,000	-	-	-
Total Grants and Donations	\$245,340	\$286,935	\$1,000,000	\$0	\$0	\$0
Systems Development						
4400 TIF - Mass Transit	112	243	-	-	-	-
4405 TIF - Institutional	511	1,106	-	-	-	-
Total Systems Development	\$623	\$1,349	\$0	\$0	\$0	\$0
Other Financing Src						
4479 Transfer from Gainshare	-	1,500,000	-	500,000	500,000	500,000
Total Other Financing Src	\$0	\$1,500,000	\$0	\$500,000	500,000	500,000
Miscellaneous						
4600 Miscellaneous Income	419	67,669	-	2,000,000	2,000,000	2,000,000
4606 Construction Reimbursement	278,618	5,958,332	2,400,000	-	-	-
Total Miscellaneous	\$279,037	\$6,026,001	\$2,400,000	\$2,000,000	2,000,000	2,000,000
Beginning Work Cap						
4800 Beginning Working Capital	16,200,071	13,382,306	11,045,000	8,593,000	8,593,000	8,593,000
Total Beginning Work Cap	\$16,200,071	\$13,382,306	\$11,045,000	\$8,593,000	8,593,000	8,593,000
Total Resources	\$16,794,617	\$21,272,677	\$14,500,250	\$11,159,000	11,159,000	11,159,000

Special Revenue Funds

TIF Fund

TIF Fund (210)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	58,046	155,097	-	-	-	-
5005 Salaries - Part-Time	29	2,556	-	-	-	-
5010 Extra Labor	107	-	-	-	-	-
5301 Med/Den/Vis Insurance	11,230	28,822	-	-	-	-
5303 PERS	7,250	23,208	-	-	-	-
5308 VEBA	1,160	3,100	-	-	-	-
5309 PERS Stabilization	1,735	-	-	-	-	-
5399 Other Benefits and Taxes	6,031	15,324	-	-	-	-
Total Personnel Services	\$85,588	\$228,107	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	263	81	-	-	-	-
6004 Program Supplies/Materials	15	-	-	-	-	-
6005 Advertising/Promotion	2,285	203	-	-	-	-
6007 Printing	149	-	-	-	-	-
6100 Contractual Services	990,304	290,836	857,640	654,300	654,300	654,300
6101 Other Services	102,023	107,665	20,500	-	-	-
6400 Utilities	10,863	8,303	-	-	-	-
Total Materials & Services	\$1,105,902	\$407,088	\$878,140	\$654,300	654,300	654,300
Capital Outlay						
7002 Non-License Appar and Equipme	5,490	-	-	-	-	-
7035 Land	1,846,789	1,789,688	420,000	300,000	300,000	300,000
7040 Construction - Infrastructure	368,542	6,634,182	8,610,000	4,669,000	4,669,000	4,669,000
7050 Capital Reserve	-	-	4,592,110	5,535,700	5,535,700	5,535,700
Total Capital Outlay	\$2,220,821	\$8,423,870	\$13,622,110	\$10,504,700	10,504,700	10,504,700
Transfers						
8209 Transfer to Facilities Managemen	-	176,515	-	-	-	-
8219 Transfer to Pathways Gas Tax	-	40,000	-	-	-	-
Total Transfers	\$0	\$216,515	\$0	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	13,382,306	11,997,097	-	-	-	-
Total Unapprop Fund Bal	\$13,382,306	\$11,997,097	\$0	\$0	\$0	\$0
Total Requirements	\$16,794,617	\$21,272,677	\$14,500,250	\$11,159,000	11,159,000	11,159,000



Transportation Development Tax Fund (212)

The Transportation Development Tax (TDT) program, managed by Washington County, was approved by voters in November of 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	10,407,809	14,851,061	19,480,600	20,214,200	733,600	4%
Interest	88,159	126,557	80,000	133,705	53,705	67%
Systems Development	4,584,400	6,268,072	4,088,500	6,624,560	2,536,060	62%
Miscellaneous	-	830,521	2,000,000	2,000,000	-	0%
Total TDT Fund	\$15,080,368	\$22,076,211	\$25,649,100	\$28,972,465	\$3,323,365	13%

TDT Fund (212) by Category

Personnel Services	19,860	40,517	-	-	-	0%
Materials & Services	139,447	483,953	1,562,000	1,560,000	(2,000)	0%
Capital Outlay	70,000	1,034,350	18,193,691	27,412,465	9,218,774	51%
Debt Service	-	-	5,000,000	-	(5,000,000)	-100%
Transfers	-	-	893,409	-	(893,409)	-100%
Unapprop Fund Bal	14,851,061	20,517,391	-	-	-	0%
Total TDT Fund	\$15,080,368	\$22,076,211	\$25,649,100	\$28,972,465	\$3,323,365	13%

TDT Fund (212) by Department

Public Works	15,080,368	22,076,211	25,649,100	28,972,465	3,323,365	13%
Total TDT Fund	\$15,080,368	\$22,076,211	\$25,649,100	\$28,972,465	\$3,323,365	13%

Special Revenue Funds

TDT Fund

TDT Fund (212)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	88,159	126,557	80,000	133,705	133,705	133,705
Total Interest	\$88,159	\$126,557	\$80,000	\$133,705	133,705	133,705
Systems Development						
4420 TDT Fee	4,584,400	6,268,072	4,088,500	6,624,560	6,624,560	6,624,560
Total Systems Development	\$4,584,400	\$6,268,072	\$4,088,500	\$6,624,560	6,624,560	6,624,560
Miscellaneous						
4600 Miscellaneous Income	-	70,000	-	-	-	-
4606 Construction Reimbursement	-	760,521	2,000,000	2,000,000	2,000,000	2,000,000
Total Miscellaneous	\$0	\$830,521	\$2,000,000	\$2,000,000	2,000,000	2,000,000
Beginning Work Cap						
4800 Beginning Working Capital	10,407,809	14,851,061	19,480,600	20,214,200	20,214,200	20,214,200
Total Beginning Work Cap	\$10,407,809	\$14,851,061	\$19,480,600	\$20,214,200	20,214,200	20,214,200
Total Resources	\$15,080,368	\$22,076,211	\$25,649,100	\$28,972,465	28,972,465	28,972,465



TDT Fund (212)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	13,652	28,640	-	-	-	-
5301 Med/Den/Vis Insurance	2,517	4,659	-	-	-	-
5303 PERS	1,663	4,013	-	-	-	-
5308 VEBA	274	537	-	-	-	-
5309 PERS Stabilization	409	-	-	-	-	-
5399 Other Benefits and Taxes	1,345	2,668	-	-	-	-
Total Personnel Services	\$19,860	\$40,517	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	-	1,994	3,000	-	-	-
6005 Advertising/Promotion	-	349	1,000	-	-	-
6100 Contractual Services	136,266	474,242	1,555,500	1,560,000	1,560,000	1,560,000
6101 Other Services	3,181	7,368	2,500	-	-	-
Total Materials & Services	\$139,447	\$483,953	\$1,562,000	\$1,560,000	1,560,000	1,560,000
Capital Outlay						
7035 Land	70,000	1,034,350	2,465,000	710,000	710,000	710,000
7040 Construction - Infrastructure	-	-	2,636,079	4,888,850	4,888,850	4,888,850
7050 Capital Reserve	-	-	13,092,612	21,813,615	21,813,615	21,813,615
Total Capital Outlay	\$70,000	\$1,034,350	\$18,193,691	\$27,412,465	27,412,465	27,412,465
Debt Service						
8106 Interfund Loan Distribution	-	-	5,000,000	-	-	-
Total Debt Service	\$0	\$0	\$5,000,000	\$0	\$0	\$0
Transfers						
8209 Transfer to Facilities Managemen	-	-	893,409	-	-	-
Total Transfers	\$0	\$0	\$893,409	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	14,851,061	20,517,391	-	-	-	-
Total Unapprop Fund Bal	\$14,851,061	\$20,517,391	\$0	\$0	\$0	\$0
Total Requirements	\$15,080,368	\$22,076,211	\$25,649,100	\$28,972,465	28,972,465	28,972,465

Transportation System Development Charge Fund (214)

The Transportation System Development Charge (TSDC) was approved by the City Council in June of 2015. The fee, which is only applicable within a prescribed boundary, known as South Hillsboro, is charged based on the estimated traffic generated by each type of development. Proceeds are dedicated to an adopted list of transportation improvements which provide additional capacity for South Hillsboro.

Transportation SDC Fund (214) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	-	-	538,000	538,000	0%
Interest	-	(5,941)	-	6,500	6,500	0%
Other Financing Src	-	-	5,000,000	-	(5,000,000)	-100%
Total Transportation SDC Fund	\$0	(\$5,941)	\$5,000,000	\$544,500	(\$4,455,500)	-89%

Transportation SDC Fund (214) by Category

Capital Outlay	-	861,909	5,000,000	444,500	(4,555,500)	-91%
Transfers	-	-	-	100,000	100,000	0%
Unapprop Fund Bal	-	(867,850)	-	-	-	0%
Total Transportation SDC Fund	\$0	(\$5,941)	\$5,000,000	\$544,500	(\$4,455,500)	-89%

Transportation SDC Fund (214) by Department

Public Works	-	(5,941)	5,000,000	544,500	(4,455,500)	-89%
Total Transportation SDC Fund	\$0	(\$5,941)	\$5,000,000	\$544,500	(\$4,455,500)	-89%



Transportation SDC Fund (214)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	-	(5,941)	-	6,500	6,500	6,500
Total Interest	\$0	(\$5,941)	\$0	\$6,500	6,500	6,500
Other Financing Src						
4637 Interfund Loan Proceeds	-	-	5,000,000	-	-	-
Total Other Financing Src	\$0	\$0	\$5,000,000	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	-	-	-	538,000	538,000	538,000
Total Beginning Work Cap	\$0	\$0	\$0	\$538,000	538,000	538,000
Total Resources	\$0	(\$5,941)	\$5,000,000	\$544,500	544,500	544,500

Transportation SDC Fund (214)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7040 Construction - Infrastructure	-	861,909	-	-	-	-
7050 Capital Reserve	-	-	5,000,000	444,500	444,500	444,500
Total Capital Outlay	\$0	\$861,909	\$5,000,000	\$444,500	444,500	444,500
Transfers						
8202 Transfer to Support Services	-	-	-	100,000	100,000	100,000
Total Transfers	\$0	\$0	\$0	\$100,000	100,000	100,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	-	(867,850)	-	-	-	-
Total Unapprop Fund Bal	\$0	(\$867,850)	\$0	\$0	\$0	\$0
Total Requirements	\$0	(\$5,941)	\$5,000,000	\$544,500	544,500	544,500

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 LID’s, but is receiving contract payments from property owners who have 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	47,404	14,330	10,600	23,000	12,400	117%
Interest	2,768	4,695	1,050	907	(143)	-14%
Miscellaneous	18,578	1,933	1,200	1,500	300	25%
Total Special Assessments Fund	\$68,750	\$20,958	\$12,850	\$25,407	\$12,557	98%

Special Assessments Fund (220) by Category

Personnel Services	730	-	-	-	-	0%
Materials & Services	53,690	2,693	7,000	5,000	(2,000)	-29%
Capital Outlay	-	-	5,850	20,407	14,557	249%
Unapprop Fund Bal	14,330	18,265	-	-	-	0%
Total Special Assessments Fund	\$68,750	\$20,958	\$12,850	\$25,407	\$12,557	98%

Special Assessments Fund (220) by Department

Public Works	68,750	20,958	12,850	25,407	12,557	98%
Total Special Assessments Fund	\$68,750	\$20,958	\$12,850	\$25,407	\$12,557	98%



Special Assessments Fund (220)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	2,768	4,695	1,050	907	907	907
Total Interest	\$2,768	\$4,695	\$1,050	\$907	907	907
Miscellaneous						
4611 Principal Unbonded	-	576	-	-	-	-
4627 Assessments	2,206	-	-	-	-	-
4628 1999 Lid Issue	16,372	1,357	1,200	1,500	1,500	1,500
Total Miscellaneous	\$18,578	\$1,933	\$1,200	\$1,500	1,500	1,500
Beginning Work Cap						
4800 Beginning Working Capital	47,404	14,330	10,600	23,000	23,000	23,000
Total Beginning Work Cap	\$47,404	\$14,330	\$10,600	\$23,000	23,000	23,000
Total Resources	\$68,750	\$20,958	\$12,850	\$25,407	25,407	25,407

Special Assessments Fund (220)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	507	-	-	-	-	-
5301 Med/Den/Vis Insurance	90	-	-	-	-	-
5303 PERS	64	-	-	-	-	-
5308 VEBA	10	-	-	-	-	-
5309 PERS Stabilization	15	-	-	-	-	-
5399 Other Benefits and Taxes	44	-	-	-	-	-
Total Personnel Services	\$730	\$0	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	53,690	2,693	7,000	5,000	5,000	5,000
Total Materials & Services	\$53,690	\$2,693	\$7,000	\$5,000	5,000	5,000
Capital Outlay						
7050 Capital Reserve	-	-	5,850	20,407	20,407	20,407
Total Capital Outlay	\$0	\$0	\$5,850	\$20,407	20,407	20,407
Unapprop Fund Bal						
8500 Unapprop Fund Balance	14,330	18,265	-	-	-	-
Total Unapprop Fund Bal	\$14,330	\$18,265	\$0	\$0	\$0	\$0
Total Requirements	\$68,750	\$20,958	\$12,850	\$25,407	25,407	25,407

Wetland Mitigation Fund (232)

This fund provides resources for ongoing maintenance of completed Wetland Mitigation projects at the Jackson Bottom Wetlands Preserve.

Wetland Mitigation Fund (232) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	118,454	119,036	119,600	120,565	965	1%
Interest	582	729	600	800	200	33%
Total Wetland Mitigation Fund	\$119,036	\$119,765	\$120,200	\$121,365	\$1,165	1%

Wetland Mitigation Fund (232) by Category

Materials & Services	-	-	10,000	10,000	-	0%
Unapprop Fund Bal	119,036	119,765	110,200	111,365	1,165	1%
Total Wetland Mitigation Fund	\$119,036	\$119,765	\$120,200	\$121,365	\$1,165	1%

Wetland Mitigation Fund (232) by Department

Parks and Recreation	119,036	119,765	120,200	121,365	1,165	1%
Total Wetland Mitigation Fund	\$119,036	\$119,765	\$120,200	\$121,365	\$1,165	1%



Wetland Mitigation Fund (232)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	582	729	600	800	800	800
Total Interest	\$582	\$729	\$600	\$800	800	800
Beginning Work Cap						
4800 Beginning Working Capital	118,454	119,036	119,600	120,565	120,565	120,565
Total Beginning Work Cap	\$118,454	\$119,036	\$119,600	\$120,565	120,565	120,565
Total Resources	\$119,036	\$119,765	\$120,200	\$121,365	121,365	121,365

Wetland Mitigation Fund (232)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
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	119,036	119,765	110,200	111,365	111,365	111,365
Total Unapprop Fund Bal	\$119,036	\$119,765	\$110,200	\$111,365	111,365	111,365
Total Requirements	\$119,036	\$119,765	\$120,200	\$121,365	121,365	121,365

Building Fund (540)

This fund accounts for the revenues and operating costs for providing building inspection and permit services.

Building Fund (540) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	22,772,443	24,233,699	14,234,000	14,464,860	230,860	2%
Licenses and Permits	6,451,976	5,037,792	4,993,000	5,203,500	210,500	4%
Interest	118,867	110,591	490,299	100,000	(390,299)	-80%
Other Financing Src	-	-	741,175	-	(741,175)	-100%
Miscellaneous	3,040	136	500	150	(350)	-70%
Total Building Fund	\$29,346,326	\$29,382,218	\$20,458,974	\$19,768,510	(\$690,464)	-3%

Building Fund (540) by Category

Personnel Services	3,370,550	3,317,383	5,401,466	5,579,934	178,468	3%
Materials & Services	417,151	453,702	768,000	765,500	(2,500)	0%
Capital Outlay	-	124,581	230,000	330,000	100,000	43%
Special Payments	1,224,926	1,264,406	1,468,781	1,541,509	72,728	5%
Debt Service	-	9,000,000	1,000,000	-	(1,000,000)	-100%
Transfers	100,000	229,040	1,470,000	500,000	(970,000)	-66%
Contingency	-	-	6,000,000	5,000,000	(1,000,000)	-17%
Unapprop Fund Bal	24,233,699	14,993,106	4,120,727	6,051,567	1,930,840	47%
Total Building Fund	\$29,346,326	\$29,382,218	\$20,458,974	\$19,768,510	(\$690,464)	-3%

Building Fund (540) by Department

Building	29,346,326	29,382,218	20,458,974	19,768,510	(690,464)	-3%
Total Building Fund	\$29,346,326	\$29,382,218	\$20,458,974	\$19,768,510	(\$690,464)	-3%



Building Fund (540)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4026 Cet Admin Fee - Hillsboro	26,439	35,410	20,000	24,000	24,000	24,000
4028 Cet Admin Fee - Beaverton	7,353	5,602	7,000	6,000	6,000	6,000
4029 Metro CET Admin Fee	11,925	14,695	11,000	12,000	12,000	12,000
4115 Building Department Permits	2,247,178	1,618,993	1,700,000	2,000,000	2,000,000	2,000,000
4116 Plan Check Fees	1,886,474	1,397,595	1,500,000	1,500,000	1,500,000	1,500,000
4117 Fire Life Safety Plan Review	673,492	584,557	675,000	600,000	600,000	600,000
4119 Building Mechanical Permits	528,203	307,513	275,000	275,000	275,000	275,000
4120 Building Plumbing Permits	325,589	343,621	275,000	275,000	275,000	275,000
4121 Building Electrical Permits	648,181	555,858	450,000	450,000	450,000	450,000
4127 Electrical Plan Check Fees	95,342	68,629	75,000	60,000	60,000	60,000
4128 Master Electrical Permit	1,800	105,319	5,000	1,500	1,500	1,500
Total Licenses and Permits	\$6,451,976	\$5,037,792	\$4,993,000	\$5,203,500	5,203,500	5,203,500
Interest						
4200 Interest Earned	118,867	110,591	120,000	100,000	100,000	100,000
4201 Interest on Contracts	-	-	370,299	-	-	-
Total Interest	\$118,867	\$110,591	\$490,299	\$100,000	100,000	100,000
Other Financing Src						
4638 Interfund Loan Principal Repay	-	-	741,175	-	-	-
Total Other Financing Src	\$0	\$0	\$741,175	\$0	\$0	\$0
Miscellaneous						
4600 Miscellaneous Income	3,040	136	500	150	150	150
Total Miscellaneous	\$3,040	\$136	\$500	\$150	150	150
Beginning Work Cap						
4800 Beginning Working Capital	22,772,443	24,233,699	14,234,000	14,464,860	14,464,860	14,464,860
Total Beginning Work Cap	\$22,772,443	\$24,233,699	\$14,234,000	\$14,464,860	14,464,860	14,464,860
Total Resources	\$29,346,326	\$29,382,218	\$20,458,974	\$19,768,510	19,768,510	19,768,510

Special Revenue Funds

Building Fund

Building Fund (540)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	2,301,123	2,284,796	3,486,708	3,547,264	3,547,264	3,547,264
5005 Salaries - Part-Time	450	2,379	48,365	49,574	49,574	49,574
5010 Extra Labor	-	418	50,000	50,000	50,000	50,000
5100 Overtime	42,189	23,168	200,000	205,000	205,000	205,000
5301 Med/Den/Vis Insurance	455,248	444,614	759,119	770,417	770,417	770,417
5303 PERS	230,902	273,609	424,297	506,150	506,150	506,150
5308 VEBA	45,872	45,075	69,744	70,955	70,955	70,955
5309 PERS Stabilization	71,458	-	-	-	-	-
5310 Accrued Payroll Expense	-	24,100	-	3,000	3,000	3,000
5399 Other Benefits and Taxes	223,308	219,224	363,233	377,574	377,574	377,574
Total Personnel Services	\$3,370,550	\$3,317,383	\$5,401,466	\$5,579,934	5,579,934	5,579,934
Materials & Services						
6000 Office Supplies	12,367	12,636	28,000	18,000	18,000	18,000
6001 Communications Services	20,415	58,157	53,000	103,000	103,000	103,000
6002 Travel/Training/Dues	94,069	71,278	150,000	125,000	125,000	125,000
6003 Postage	470	1,376	3,000	2,000	2,000	2,000
6004 Program Supplies/Materials	10,135	6,748	13,000	18,000	18,000	18,000
6005 Advertising/Promotion	6,232	11,991	150,000	100,000	100,000	100,000
6007 Printing	21,650	15,310	25,000	15,000	15,000	15,000
6100 Contractual Services	176,762	211,729	220,000	250,000	250,000	250,000
6101 Other Services	31,339	29,238	35,000	35,000	35,000	35,000
6200 Fuel/Oil	8,347	8,210	15,000	15,000	15,000	15,000
6300 Uniforms	2,925	1,751	3,500	3,500	3,500	3,500
6301 Safety Supplies	1,078	518	2,500	2,500	2,500	2,500
6402 Maintenance Supplies	154	50	2,500	1,000	1,000	1,000
6403 Small Tools and Equipment	272	2,046	1,000	1,000	1,000	1,000
6409 Computer Software	12,345	4,686	15,000	25,000	25,000	25,000
6410 Computer Hardware	8,476	7,908	30,000	30,000	30,000	30,000
6416 Equipment Maintenance	7,464	6,193	15,000	15,000	15,000	15,000
6419 Personal Protective Equipment	2,651	3,877	6,500	6,500	6,500	6,500
Total Materials & Services	\$417,151	\$453,702	\$768,000	\$765,500	765,500	765,500
Capital Outlay						
7000 Automotive and Equipment	-	124,581	30,000	130,000	130,000	130,000
7050 Capital Reserve	-	-	200,000	200,000	200,000	200,000
Total Capital Outlay	\$0	\$124,581	\$230,000	\$330,000	330,000	330,000
Special Payments						
8008 Facilities Depreciation	33,735	34,933	39,211	32,586	32,586	32,586
8009 Support Services Charge	927,102	977,537	1,138,525	1,239,701	1,239,701	1,239,701
8010 Equipment Depreciation	40,875	40,875	48,191	47,301	47,301	47,301
8011 Facilities Charge	145,081	142,057	160,515	139,582	139,582	139,582
8018 Insurance	35,250	30,240	35,250	35,250	35,250	35,250
8024 Fleet Services Charge	42,883	38,764	47,089	47,089	47,089	47,089
Total Special Payments	\$1,224,926	\$1,264,406	\$1,468,781	\$1,541,509	1,541,509	1,541,509



Building Fund (540)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Debt Service						
8106 Interfund Loan Distribution	-	9,000,000	1,000,000	-	-	-
Total Debt Service	\$0	\$9,000,000	\$1,000,000	\$0	\$0	\$0
Transfers						
8202 Transfer to Support Services	100,000	144,950	720,000	-	-	-
8209 Transfer to Facilities Managemen	-	84,090	750,000	500,000	500,000	500,000
Total Transfers	\$100,000	\$229,040	\$1,470,000	\$500,000	500,000	500,000
Contingency						
8300 Contingency	-	-	6,000,000	5,000,000	5,000,000	5,000,000
Total Contingency	\$0	\$0	\$6,000,000	\$5,000,000	5,000,000	5,000,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	24,233,699	14,993,106	4,120,727	6,051,567	6,051,567	6,051,567
Total Unapprop Fund Bal	\$24,233,699	\$14,993,106	\$4,120,727	\$6,051,567	6,051,567	6,051,567
Total Requirements	\$29,346,326	\$29,382,218	\$20,458,974	\$19,768,510	19,768,510	19,768,510

Debt Service Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Downtown UR Tax Increment Fund (310)	930,596	1,493,605	1,494,000	1,411,100	(82,900)	-6%
NOHI UR Tax Increment Fund (312)	-	-	101,000	847,000	746,000	739%
Total Debt Service Funds	\$930,596	\$1,493,605	\$1,595,000	\$2,258,100	\$663,100	42%

Resources by Category

Beginning Work Cap	209,291	581,527	583,000	762,600	179,600	31%
Taxes	717,534	907,666	1,006,000	1,486,500	480,500	48%
Interest	3,693	4,226	6,000	9,000	3,000	50%
Miscellaneous	78	186	-	-	-	0%
Total Debt Service Funds	\$930,596	\$1,493,605	\$1,595,000	\$2,258,100	\$663,100	42%

Requirements by Category

Capital Outlay	-	-	-	347,000	347,000	0%
Debt Service	144,069	144,069	144,069	144,069	-	0%
Transfers	205,000	800,000	1,101,000	1,725,000	624,000	57%
Contingency	-	-	349,931	42,031	(307,900)	-88%
Unapprop Fund Bal	581,527	549,536	-	-	-	0%
Total Debt Service Funds	\$930,596	\$1,493,605	\$1,595,000	\$2,258,100	\$663,100	42%

Budget by Department

Economic Development	930,596	1,493,605	1,595,000	2,258,100	663,100	42%
Total Debt Service Funds	\$930,596	\$1,493,605	\$1,595,000	\$2,258,100	\$663,100	42%

Downtown Urban Renewal Tax Increment Fund (310)

The Downtown Urban Renewal (UR) Tax Increment Fund accounts for the tax increment collections, payment of principal and interest on tax increment bonds and other contractual obligations for the Downtown Urban Renewal District, (formerly named HEDC Council Fund).

Downtown UR Tax Increment Fund (310) Resources

					Change from 2016-17	
	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Dollar Change	Percent Change
Beginning Work Cap	209,291	581,527	583,000	396,100	(186,900)	-32%
Taxes	717,534	907,666	906,000	1,007,500	101,500	11%
Interest	3,693	4,226	5,000	7,500	2,500	50%
Miscellaneous	78	186	-	-	-	0%
Total Downtown UR Tax Increment Fund	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	(\$82,900)	-6%

Downtown UR Tax Increment Fund (310) by Category

Debt Service	144,069	144,069	144,069	144,069	-	0%
Transfers	205,000	800,000	1,000,000	1,225,000	225,000	23%
Contingency	-	-	349,931	42,031	(307,900)	-88%
Unapprop Fund Bal	581,527	549,536	-	-	-	0%
Total Downtown UR Tax Increment Fund	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	(\$82,900)	-6%

Downtown UR Tax Increment Fund (310) by Department

Economic Development	930,596	1,493,605	1,494,000	1,411,100	(82,900)	-6%
Total Downtown UR Tax Increment Fund	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	(\$82,900)	-6%



Downtown UR Tax Increment Fund (310)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Taxes						
4000 Property Taxes	711,408	898,016	900,000	1,000,000	1,000,000	1,000,000
4010 Property Taxes - Delinquent	6,126	9,650	6,000	7,500	7,500	7,500
Total Taxes	\$717,534	\$907,666	\$906,000	\$1,007,500	1,007,500	1,007,500
Interest						
4200 Interest Earned	3,693	4,226	5,000	7,500	7,500	7,500
Total Interest	\$3,693	\$4,226	\$5,000	\$7,500	7,500	7,500
Miscellaneous						
4600 Miscellaneous Income	78	186	-	-	-	-
Total Miscellaneous	\$78	\$186	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	209,291	581,527	583,000	396,100	396,100	396,100
Total Beginning Work Cap	\$209,291	\$581,527	\$583,000	\$396,100	396,100	396,100
Total Resources	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	1,411,100	1,411,100

Downtown UR Tax Increment Fund (310)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Debt Service						
8100 Bond Principal	108,040	111,919	115,920	120,104	120,104	120,104
8101 Bond Interest	36,029	32,150	28,149	23,965	23,965	23,965
Total Debt Service	\$144,069	\$144,069	\$144,069	\$144,069	144,069	144,069
Transfers						
8208 Transfer to Dtown UR	205,000	800,000	1,000,000	1,225,000	1,225,000	1,225,000
Total Transfers	\$205,000	\$800,000	\$1,000,000	\$1,225,000	1,225,000	1,225,000
Contingency						
8300 Contingency	-	-	349,931	42,031	42,031	42,031
Total Contingency	\$0	\$0	\$349,931	\$42,031	42,031	42,031
Unapprop Fund Bal						
8500 Unapprop Fund Balance	581,527	549,536	-	-	-	-
Total Unapprop Fund Bal	\$581,527	\$549,536	\$0	\$0	\$0	\$0
Total Requirements	\$930,596	\$1,493,605	\$1,494,000	\$1,411,100	1,411,100	1,411,100

North Hillsboro Urban Renewal Tax Increment Fund (312)

The North Hillsboro (NOHI) Urban Renewal (UR) Tax Increment Fund accounts for the tax increment collections, payment of principal and interest on tax increment bonds and other contractual obligations for the North Hillsboro Urban Renewal District.

NOHI UR Tax Increment Fund (312) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	-	-	366,500	366,500	0%
Taxes	-	-	100,000	479,000	379,000	379%
Interest	-	-	1,000	1,500	500	50%
Miscellaneous	-	-	-	-	-	0%
Total NOHI UR Tax Increment Fund	\$0	\$0	\$101,000	\$847,000	\$746,000	739%

NOHI UR Tax Increment Fund (312) by Category

Capital Outlay	-	-	-	347,000	347,000	0%
Transfers	-	-	101,000	500,000	399,000	395%
Unapprop Fund Bal	-	-	-	-	-	0%
Total NOHI UR Tax Increment Fund	\$0	\$0	\$101,000	\$847,000	\$746,000	739%

NOHI UR Tax Increment Fund (312) by Department

Economic Development	-	-	101,000	847,000	746,000	739%
Total NOHI UR Tax Increment Fund	\$0	\$0	\$101,000	\$847,000	\$746,000	739%



NOHI UR Tax Increment Fund (312)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Taxes						
4000 Property Taxes	-	-	100,000	477,000	477,000	477,000
4010 Property Taxes - Delinquent	-	-	-	2,000	2,000	2,000
Total Taxes	\$0	\$0	\$100,000	\$479,000	479,000	479,000
Interest						
4200 Interest Earned	-	-	1,000	1,500	1,500	1,500
Total Interest	\$0	\$0	\$1,000	\$1,500	1,500	1,500
Beginning Work Cap						
4800 Beginning Working Capital	-	-	-	366,500	366,500	366,500
Total Beginning Work Cap	\$0	\$0	\$0	\$366,500	366,500	366,500
Total Resources	\$0	\$0	\$101,000	\$847,000	847,000	847,000

NOHI UR Tax Increment Fund (312)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7050 Capital Reserve	-	-	-	347,000	347,000	347,000
Total Capital Outlay	\$0	\$0	\$0	\$347,000	347,000	347,000
Transfers						
8235 Transfer to NOHI UR General	-	-	101,000	500,000	500,000	500,000
Total Transfers	\$0	\$0	\$101,000	\$500,000	500,000	500,000
Total Requirements	\$0	\$0	\$101,000	\$847,000	847,000	847,000

Capital Projects Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Downtown UR General Fund (400)	428,385	1,206,638	1,401,000	1,449,440	48,440	3%
Parks Capital Projects Fund (410)	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%
NOHI UR General Fund (412)	-	-	4,471,000	1,374,118	(3,096,882)	-69%
Gainshare CAP Projects (420)	21,763,886	20,601,822	15,793,420	11,143,118	(4,650,302)	-29%
Total Capital Projects Funds	\$26,868,412	\$30,587,150	\$27,887,920	\$16,050,726	(\$11,837,194)	-42%

Resources by Category

Beginning Work Cap	260,562	15,932,344	10,395,420	5,739,758	(4,655,662)	-45%
Charges for Services	3,590	4,449	-	-	-	0%
Interest	76,897	88,112	51,500	102,750	51,250	100%
Grants and Donations	20,012	26,746	370,000	110,000	(260,000)	-70%
Other Financing Src	15,822,592	7,075,000	11,321,000	4,248,218	(7,072,782)	-62%
Miscellaneous	10,684,759	7,460,499	5,750,000	5,850,000	100,000	2%
Total Capital Projects Funds	\$26,868,412	\$30,587,150	\$27,887,920	\$16,050,726	(\$11,837,194)	-42%

Requirements by Category

Personnel Services	119,881	155,310	255,289	233,021	(22,268)	-9%
Materials & Services	436,372	491,986	2,806,300	2,820,000	13,700	0%
Capital Outlay	3,392,315	7,331,138	8,660,642	1,959,072	(6,701,570)	-77%
Special Payments	-	-	1,113,700	725,000	(388,700)	-35%
Debt Service	-	670,515	681,989	670,515	(11,474)	-2%
Transfers	6,987,500	10,605,000	14,370,000	9,643,118	(4,726,882)	-33%
Unapprop Fund Bal	15,932,344	11,333,201	-	-	-	0%
Total Capital Projects Funds	\$26,868,412	\$30,587,150	\$27,887,920	\$16,050,726	(\$11,837,194)	-42%

Budget by Department

Parks and Recreation	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%
Special Expenditures	21,763,886	20,601,822	15,793,420	11,143,118	(4,650,302)	-29%
Economic Development	428,385	1,206,638	5,872,000	2,823,558	(3,048,442)	-52%
Total Capital Projects Funds	\$26,868,412	\$30,587,150	\$27,887,920	\$16,050,726	(\$11,837,194)	-42%

Downtown Urban Renewal General Fund (400)

This fund accounts for revenues and expenditures related to the Downtown Urban Renewal District. In prior years it accounted for the Ronler Acres Urban Renewal District, (formerly named HEDC General Fund).

Downtown UR General Fund (400) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	221,767	406,638	400,000	222,190	(177,810)	-44%
Interest	1,618	-	1,000	2,250	1,250	125%
Other Financing Src	205,000	800,000	1,000,000	1,225,000	225,000	23%
Total Downtown UR General Fund	\$428,385	\$1,206,638	\$1,401,000	\$1,449,440	\$48,440	3%

Downtown UR General Fund (400) by Category

Personnel Services	-	-	66,420	49,965	(16,455)	-25%
Materials & Services	21,747	23,298	206,300	570,000	363,700	176%
Capital Outlay	-	775,000	14,580	104,475	89,895	617%
Special Payments	-	-	1,113,700	725,000	(388,700)	-35%
Unapprop Fund Bal	406,638	408,340	-	-	-	0%
Total Downtown UR General Fund	\$428,385	\$1,206,638	\$1,401,000	\$1,449,440	\$48,440	3%

Downtown UR General Fund (400) by Department

Economic Development	428,385	1,206,638	1,401,000	1,449,440	48,440	3%
Total Downtown UR General Fund	\$428,385	\$1,206,638	\$1,401,000	\$1,449,440	\$48,440	3%



Downtown UR General Fund (400)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	1,618	-	1,000	2,250	2,250	2,250
Total Interest	\$1,618	\$0	\$1,000	\$2,250	2,250	2,250
Other Financing Src						
4451 Transfer from Dtown UR	205,000	800,000	1,000,000	1,225,000	1,225,000	1,225,000
Total Other Financing Src	\$205,000	\$800,000	\$1,000,000	\$1,225,000	1,225,000	1,225,000
Beginning Work Cap						
4800 Beginning Working Capital	221,767	406,638	400,000	222,190	222,190	222,190
Total Beginning Work Cap	\$221,767	\$406,638	\$400,000	\$222,190	222,190	222,190
Total Resources	\$428,385	\$1,206,638	\$1,401,000	\$1,449,440	1,449,440	1,449,440

Downtown UR General Fund (400)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	47,039	35,336	35,336	35,336
5301 Med/Den/Vis Insurance	-	-	9,092	6,327	6,327	6,327
5303 PERS	-	-	4,675	4,125	4,125	4,125
5308 VEBA	-	-	941	707	707	707
5399 Other Benefits and Taxes	-	-	4,673	3,470	3,470	3,470
Total Personnel Services	\$0	\$0	\$66,420	\$49,965	49,965	49,965
Materials & Services						
6100 Contractual Services	21,747	23,298	206,300	570,000	570,000	570,000
Total Materials & Services	\$21,747	\$23,298	\$206,300	\$570,000	570,000	570,000
Capital Outlay						
7030 Facilities and Improvements	-	775,000	-	-	-	-
7050 Capital Reserve	-	-	14,580	104,475	104,475	104,475
Total Capital Outlay	\$0	\$775,000	\$14,580	\$104,475	104,475	104,475
Special Payments						
8030 Payments to Other Gov't	-	-	1,113,700	725,000	725,000	725,000
Total Special Payments	\$0	\$0	\$1,113,700	\$725,000	725,000	725,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	406,638	408,340	-	-	-	-
Total Unapprop Fund Bal	\$406,638	\$408,340	\$0	\$0	\$0	\$0
Total Requirements	\$428,385	\$1,206,638	\$1,401,000	\$1,449,440	1,449,440	1,449,440

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	38,795	798,910	2,000	93,450	91,450	4573%
Charges for Services	3,590	4,449	-	-	-	0%
Interest	(6,466)	(10,291)	500	500	-	0%
Grants and Donations	20,012	26,746	370,000	110,000	(260,000)	-70%
Other Financing Src	4,349,000	6,275,000	5,850,000	1,880,100	(3,969,900)	-68%
Miscellaneous	271,210	1,683,876	-	-	-	0%
Total Parks Capital Projects Fund	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	(\$4,138,450)	-67%

Parks Capital Projects Fund (410) by Category

Personnel Services	119,881	155,310	149,016	133,076	(15,940)	-11%
Materials & Services	365,035	468,688	1,000,000	150,000	(850,000)	-85%
Capital Outlay	3,392,315	6,556,138	4,391,495	1,130,459	(3,261,036)	-74%
Debt Service	-	670,515	681,989	670,515	(11,474)	-2%
Unapprop Fund Bal	798,910	928,039	-	-	-	0%
Total Parks Capital Projects Fund	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	(\$4,138,450)	-67%

Parks Capital Projects Fund (410) by Department

Parks and Recreation	4,676,141	8,778,690	6,222,500	2,084,050	(4,138,450)	-67%
Total Parks Capital Projects Fund	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	(\$4,138,450)	-67%



Parks Capital Projects Fund (410)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4155 Fee in Lieu of Construction	3,590	4,449	-	-	-	-
Total Charges for Services	\$3,590	\$4,449	\$0	\$0	\$0	\$0
Interest						
4200 Interest Earned	(6,466)	(10,291)	500	500	500	500
Total Interest	(\$6,466)	(\$10,291)	\$500	\$500	500	500
Grants and Donations						
4270 Donations	12	-	-	-	-	-
4276 Grants - State	-	-	370,000	110,000	110,000	110,000
4277 Grants - Other	20,000	26,746	-	-	-	-
Total Grants and Donations	\$20,012	\$26,746	\$370,000	\$110,000	110,000	110,000
Other Financing Src						
4459 Transfer from Parks SDC Fund	3,820,000	6,025,000	5,850,000	1,880,100	1,880,100	1,880,100
4478 Transfer from SIP Fund	529,000	250,000	-	-	-	-
Total Other Financing Src	\$4,349,000	\$6,275,000	\$5,850,000	\$1,880,100	1,880,100	1,880,100
Miscellaneous						
4600 Miscellaneous Income	255,589	244,702	-	-	-	-
4606 Construction Reimbursement	-	1,420,169	-	-	-	-
4610 Leasehold Revenues	15,621	19,005	-	-	-	-
Total Miscellaneous	\$271,210	\$1,683,876	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	38,795	798,910	2,000	93,450	93,450	93,450
Total Beginning Work Cap	\$38,795	\$798,910	\$2,000	\$93,450	93,450	93,450
Total Resources	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	2,084,050	2,084,050

Parks Capital Projects Fund (410)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	63,958	84,332	93,574	72,810	72,810	72,810
5005 Salaries - Part-Time	22,433	26,347	20,400	20,910	20,910	20,910
5301 Med/Den/Vis Insurance	16,764	22,289	18,545	19,028	19,028	19,028
5303 PERS	5,068	8,715	6,791	8,475	8,475	8,475
5308 VEBA	1,243	1,660	1,372	1,457	1,457	1,457
5309 PERS Stabilization	1,931	-	-	-	-	-
5310 Accrued Payroll Expense	-	1,000	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	8,484	10,967	8,334	9,396	9,396	9,396
Total Personnel Services	\$119,881	\$155,310	\$149,016	\$133,076	133,076	133,076
Materials & Services						
6002 Travel/Training/Dues	-	953	-	-	-	-
6004 Program Supplies/Materials	21,036	4,000	-	-	-	-
6005 Advertising/Promotion	-	885	-	-	-	-
6100 Contractual Services	343,899	462,850	1,000,000	150,000	150,000	150,000
6101 Other Services	100	-	-	-	-	-
Total Materials & Services	\$365,035	\$468,688	\$1,000,000	\$150,000	150,000	150,000
Capital Outlay						
7030 Facilities and Improvements	1,135,632	3,991,181	4,391,495	1,130,459	1,130,459	1,130,459
7035 Land	2,131,379	2,564,957	-	-	-	-
7040 Construction - Infrastructure	125,304	-	-	-	-	-
Total Capital Outlay	\$3,392,315	\$6,556,138	\$4,391,495	\$1,130,459	1,130,459	1,130,459
Debt Service						
8100 Bond Principal	-	598,023	610,043	622,305	622,305	622,305
8101 Bond Interest	-	72,492	(1,039,528)	48,210	48,210	48,210
8107 Interfund Loan Principal	-	-	741,175	-	-	-
8108 Interfund Loan Intrest	-	-	370,299	-	-	-
Total Debt Service	\$0	\$670,515	\$681,989	\$670,515	670,515	670,515
Unapprop Fund Bal						
8500 Unapprop Fund Balance	798,910	928,039	-	-	-	-
Total Unapprop Fund Bal	\$798,910	\$928,039	\$0	\$0	\$0	\$0
Total Requirements	\$4,676,141	\$8,778,690	\$6,222,500	\$2,084,050	2,084,050	2,084,050



North Hillsboro Urban Renewal General Fund (412)

The North Hillsboro Urban Renewal General Fund accounts for revenues and expenditures related to the North Hillsboro Urban Renewal District.

NOHI UR General Fund (412) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	-	-	231,000	231,000	0%
Other Financing Src	-	-	4,471,000	1,143,118	(3,327,882)	-74%
Total NOHI UR General Fund	\$0	\$0	\$4,471,000	\$1,374,118	(\$3,096,882)	-69%

NOHI UR General Fund (412) by Category

Personnel Services	-	-	39,853	49,980	10,127	25%
Materials & Services	-	-	600,000	600,000	-	0%
Capital Outlay	-	-	3,831,147	724,138	(3,107,009)	-81%
Unapprop Fund Bal	-	-	-	-	-	0%
Total NOHI UR General Fund	\$0	\$0	\$4,471,000	\$1,374,118	(\$3,096,882)	-69%

NOHI UR General Fund (412) by Department

Economic Development	-	-	4,471,000	1,374,118	(3,096,882)	-69%
Total NOHI UR General Fund	\$0	\$0	\$4,471,000	\$1,374,118	(\$3,096,882)	-69%

NOHI UR General Fund (412)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Other Financing Src						
4447 Transfer from NOHI UR TX	-	-	101,000	500,000	500,000	500,000
4479 Transfer from Gainshare	-	-	4,370,000	643,118	643,118	643,118
Total Other Financing Src	\$0	\$0	\$4,471,000	\$1,143,118	1,143,118	1,143,118
Beginning Work Cap						
4800 Beginning Working Capital	-	-	-	231,000	231,000	231,000
Total Beginning Work Cap	\$0	\$0	\$0	\$231,000	231,000	231,000
Total Resources	\$0	\$0	\$4,471,000	\$1,374,118	1,374,118	1,374,118

NOHI UR General Fund (412)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	-	28,224	35,347	35,347	35,347
5301 Med/Den/Vis Insurance	-	-	5,455	6,329	6,329	6,329
5303 PERS	-	-	2,805	4,126	4,126	4,126
5308 VEBA	-	-	565	707	707	707
5399 Other Benefits and Taxes	-	-	2,804	3,471	3,471	3,471
Total Personnel Services	\$0	\$0	\$39,853	\$49,980	49,980	49,980
Materials & Services						
6100 Contractual Services	-	-	600,000	600,000	600,000	600,000
Total Materials & Services	\$0	\$0	\$600,000	\$600,000	600,000	600,000
Capital Outlay						
7050 Capital Reserve	-	-	3,831,147	724,138	724,138	724,138
Total Capital Outlay	\$0	\$0	\$3,831,147	\$724,138	724,138	724,138
Total Requirements	\$0	\$0	\$4,471,000	\$1,374,118	1,374,118	1,374,118



Gain Share Capital Projects Fund (420)

This fund was created to account for Gain Share revenues. The City uses 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 a separate fund for better tracking and transparency. Refer to the Gain Share narrative in the Revenue section to learn more about this revenue.

Gainshare CAP Projects (420) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	14,726,796	9,993,420	5,193,118	(4,800,302)	-48%
Interest	81,745	98,403	50,000	100,000	50,000	100%
Other Financing Src	11,268,592	-	-	-	-	0%
Miscellaneous	10,413,549	5,776,623	5,750,000	5,850,000	100,000	2%
Total Gainshare CAP Projects	\$21,763,886	\$20,601,822	\$15,793,420	\$11,143,118	(\$4,650,302)	-29%

Gainshare CAP Projects (420) by Category

Materials & Services	49,590	-	1,000,000	1,500,000	500,000	50%
Capital Outlay	-	-	423,420	-	(423,420)	-100%
Transfers	6,987,500	10,605,000	14,370,000	9,643,118	(4,726,882)	-33%
Unapprop Fund Bal	14,726,796	9,996,822	-	-	-	0%
Total Gainshare CAP Projects	\$21,763,886	\$20,601,822	\$15,793,420	\$11,143,118	(\$4,650,302)	-29%

Gainshare CAP Projects (420) by Department

Special Expenditures	21,763,886	20,601,822	15,793,420	11,143,118	(4,650,302)	-29%
Total Gainshare CAP Projects	\$21,763,886	\$20,601,822	\$15,793,420	\$11,143,118	(\$4,650,302)	-29%

Capital Projects Funds

Gain Share Capital Projects Fund

Gainshare CAP Projects (420)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	81,745	98,403	50,000	100,000	100,000	100,000
Total Interest	\$81,745	\$98,403	\$50,000	\$100,000	100,000	100,000
Other Financing Src						
4452 Transfer from Facilities Managem	11,268,592	-	-	-	-	-
Total Other Financing Src	\$11,268,592	\$0	\$0	\$0	\$0	\$0
Miscellaneous						
4600 Miscellaneous Income	-	28,371	-	-	-	-
4636 GainShare	10,413,549	5,748,252	5,750,000	5,850,000	5,850,000	5,850,000
Total Miscellaneous	\$10,413,549	\$5,776,623	\$5,750,000	\$5,850,000	5,850,000	5,850,000
Beginning Work Cap						
4800 Beginning Working Capital	-	14,726,796	9,993,420	5,193,118	5,193,118	5,193,118
Total Beginning Work Cap	\$0	\$14,726,796	\$9,993,420	\$5,193,118	5,193,118	5,193,118
Total Resources	\$21,763,886	\$20,601,822	\$15,793,420	\$11,143,118	11,143,118	11,143,118

Gainshare CAP Projects (420)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	49,590	-	1,000,000	1,500,000	1,500,000	1,500,000
Total Materials & Services	\$49,590	\$0	\$1,000,000	\$1,500,000	1,500,000	1,500,000
Capital Outlay						
7050 Capital Reserve	-	-	423,420	-	-	-
Total Capital Outlay	\$0	\$0	\$423,420	\$0	\$0	\$0
Transfers						
8200 Transfer to Econ Dev	600,000	-	-	-	-	-
8201 Transfer to Transportation	537,500	2,000,000	275,000	3,000,000	3,000,000	3,000,000
8203 Transfer to General Fund	5,000,000	-	-	-	-	-
8205 Transfer to Water Fund	-	380,000	-	-	-	-
8209 Transfer to Facilities Managemen	-	6,000,000	9,000,000	5,000,000	5,000,000	5,000,000
8217 Transfer to TUF Fund	-	-	725,000	500,000	500,000	500,000
8219 Transfer to Pathways Gas Tax	850,000	-	-	-	-	-
8221 Transfer to TIF Fund	-	1,500,000	-	500,000	500,000	500,000
8229 Transfer to Fleet Management Fu	-	725,000	-	-	-	-
8235 Transfer to NOHI UR General	-	-	4,370,000	643,118	643,118	643,118
Total Transfers	\$6,987,500	\$10,605,000	\$14,370,000	\$9,643,118	9,643,118	9,643,118
Unapprop Fund Bal						
8500 Unapprop Fund Balance	14,726,796	9,996,822	-	-	-	-
Total Unapprop Fund Bal	\$14,726,796	\$9,996,822	\$0	\$0	\$0	\$0
Total Requirements	\$21,763,886	\$20,601,822	\$15,793,420	\$11,143,118	11,143,118	11,143,118

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Water Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Water Fund (500)	34,353,940	40,211,509	43,200,900	51,593,990	8,393,090	19%
Water Depreciation Fund (502)	15,910,526	17,754,802	17,924,000	17,001,430	(922,570)	-5%
Water SDC Fund (504)	40,777,280	46,549,580	48,708,155	41,655,400	(7,052,755)	-14%
Water Debt Service Fund (506)	3,852,932	2,559,060	2,575,100	1,990,700	(584,400)	-23%
Water Rate Stabilization (508)	633,762	763,413	891,750	1,021,415	129,665	15%
Total Water Funds	\$95,528,440	\$107,838,364	\$113,299,905	\$113,262,935	(\$36,970)	0%

Resources by Category

Beginning Work Cap	66,733,063	71,874,240	75,771,750	77,165,435	1,393,685	2%
Licenses and Permits	34,137	47,603	15,000	15,000	-	0%
Charges for Services	21,683,442	23,021,422	23,487,400	25,211,500	1,724,100	7%
Interest	422,074	541,664	355,500	450,500	95,000	27%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%
Systems Development	1,836,325	8,049,701	9,669,755	7,000,000	(2,669,755)	-28%
Other Financing Src	4,340,000	3,485,000	3,115,000	2,515,000	(600,000)	-19%
Miscellaneous	179,870	414,823	686,000	601,000	(85,000)	-12%
Insurance Premiums	-	2,009	-	-	-	0%
Total Water Funds	\$95,528,440	\$107,838,364	\$113,299,905	\$113,262,935	(\$36,970)	0%

Requirements by Category

Personnel Services	4,433,012	5,118,412	5,909,264	6,347,456	438,192	7%
Materials & Services	1,993,178	2,386,098	2,959,600	2,938,820	(20,780)	-1%
Capital Outlay	4,639,704	9,730,540	86,658,704	86,607,126	(51,578)	0%
Special Payments	5,894,834	6,146,709	7,479,787	8,088,098	608,311	8%
Debt Service	2,283,472	977,782	3,674,900	3,942,370	267,470	7%
Transfers	4,410,000	3,400,000	3,415,000	2,590,000	(825,000)	-24%
Contingency	-	-	725,000	725,000	-	0%
Unapprop Fund Bal	71,874,240	80,078,823	2,477,650	2,024,065	(453,585)	-18%
Total Water Funds	\$95,528,440	\$107,838,364	\$113,299,905	\$113,262,935	(\$36,970)	0%

Budget by Department

Water	95,528,440	107,838,364	113,299,905	113,262,935	(36,970)	0%
Total Water Funds	\$95,528,440	\$107,838,364	\$113,299,905	\$113,262,935	(\$36,970)	0%

Water Fund (500)

The Water 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. The major source of revenue for this fund comes from water service charges paid by the City's water customers.

Water Fund (500) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	12,123,720	15,888,929	18,753,000	25,341,990	6,588,990	35%
Licenses and Permits	34,137	47,603	15,000	15,000	-	0%
Charges for Services	21,683,442	23,021,422	23,487,400	25,211,500	1,724,100	7%
Interest	85,043	130,512	60,000	120,000	60,000	100%
Connection Fees	299,529	401,902	199,500	304,500	105,000	53%
Other Financing Src	-	380,000	-	-	-	0%
Miscellaneous	128,069	339,132	686,000	601,000	(85,000)	-12%
Insurance Premiums	-	2,009	-	-	-	0%
Total Water Fund	\$34,353,940	\$40,211,509	\$43,200,900	\$51,593,990	\$8,393,090	19%

Water Fund (500) by Category

Personnel Services	4,251,522	4,874,219	5,909,264	6,347,456	438,192	7%
Materials & Services	1,992,753	2,385,673	2,959,100	2,938,320	(20,780)	-1%
Capital Outlay	1,915,902	3,216,866	22,712,749	30,905,116	8,192,367	36%
Special Payments	5,894,834	6,146,709	7,479,787	8,088,098	608,311	8%
Transfers	4,410,000	3,400,000	3,415,000	2,590,000	(825,000)	-24%
Contingency	-	-	725,000	725,000	-	0%
Unapprop Fund Bal	15,888,929	20,188,042	-	-	-	0%
Total Water Fund	\$34,353,940	\$40,211,509	\$43,200,900	\$51,593,990	\$8,393,090	19%

Water Fund (500) by Department

Water	34,353,940	40,211,509	43,200,900	51,593,990	8,393,090	19%
Total Water Fund	\$34,353,940	\$40,211,509	\$43,200,900	\$51,593,990	\$8,393,090	19%



Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4123 Developer Reimbursements	34,137	47,603	15,000	15,000	15,000	15,000
Total Licenses and Permits	\$34,137	\$47,603	\$15,000	\$15,000	15,000	15,000
Charges for Services						
4158 C-1 Residential/Domestic	7,359,693	7,842,013	8,183,400	8,969,600	8,969,600	8,969,600
4159 C-2 Commercial	1,748,095	1,866,260	1,958,500	2,122,500	2,122,500	2,122,500
4160 C-4 Fire Protection/Private	106,762	113,350	115,600	131,700	131,700	131,700
4162 C-6 Sales/Public Authorities	702,071	766,297	737,500	785,000	785,000	785,000
4163 C-7 Sales/Other Water Utilities	1,013,516	944,004	982,700	993,500	993,500	993,500
4164 C-8 Multi-Family	1,355,229	1,411,101	1,442,600	1,587,900	1,587,900	1,587,900
4165 C-9 Industrial	7,945,393	8,420,728	8,659,300	9,261,700	9,261,700	9,261,700
4166 C-10 Non-Profit	101,094	103,898	110,000	116,800	116,800	116,800
4167 C-11 Irrigation	1,320,792	1,507,686	1,282,800	1,227,800	1,227,800	1,227,800
4168 Bulk Water	30,797	46,085	15,000	15,000	15,000	15,000
Total Charges for Services	\$21,683,442	\$23,021,422	\$23,487,400	\$25,211,500	25,211,500	25,211,500
Interest						
4200 Interest Earned	85,043	130,512	60,000	120,000	120,000	120,000
Total Interest	\$85,043	\$130,512	\$60,000	\$120,000	120,000	120,000
Connection Fees						
4350 Meter Connection Fee	102,680	151,500	50,000	100,000	100,000	100,000
4351 Service Installation	86,540	109,995	60,000	100,000	100,000	100,000
4352 Permitting Fees	3,160	2,075	4,500	4,500	4,500	4,500
4353 Tagging Fees	107,149	138,332	85,000	100,000	100,000	100,000
Total Connection Fees	\$299,529	\$401,902	\$199,500	\$304,500	304,500	304,500
Other Financing Src						
4479 Transfer from Gainshare	-	380,000	-	-	-	-
Total Other Financing Src	\$0	\$380,000	\$0	\$0	\$0	\$0
Miscellaneous						
4600 Miscellaneous Income	39,709	154,492	35,000	-	-	-
4601 Sale of Surplus Property	-	9,000	-	-	-	-
4606 Construction Reimbursement	-	58,033	-	-	-	-
4609 Bond Proceeds	-	-	500,000	500,000	500,000	500,000
4613 Reconnect Fees	39,848	61,540	100,000	50,000	50,000	50,000
4614 Turn-on Fees	47,149	54,629	50,000	50,000	50,000	50,000
4616 NSF Fees	1,363	1,438	1,000	1,000	1,000	1,000
Total Miscellaneous	\$128,069	\$339,132	\$686,000	\$601,000	601,000	601,000
Insurance Premiums						
4700 Insurance Claim Proceeds	-	2,009	-	-	-	-
Total Insurance Premiums	\$0	\$2,009	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	12,123,720	15,888,929	18,753,000	25,341,990	25,341,990	25,341,990
Total Beginning Work Cap	\$12,123,720	\$15,888,929	\$18,753,000	\$25,341,990	25,341,990	25,341,990
Total Resources	\$34,353,940	\$40,211,509	\$43,200,900	\$51,593,990	51,593,990	51,593,990

Water Funds

Water Fund

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	2,714,686	3,196,615	3,821,943	4,090,726	4,090,726	4,090,726
5005 Salaries - Part-Time	30,669	28,878	-	-	-	-
5010 Extra Labor	81,483	53,410	146,900	146,900	146,900	146,900
5100 Overtime	119,738	75,473	75,649	77,541	77,541	77,541
5301 Med/Den/Vis Insurance	584,041	684,778	882,150	882,081	882,081	882,081
5303 PERS	291,559	407,222	481,783	610,575	610,575	610,575
5308 VEBA	52,472	59,860	75,607	80,937	80,937	80,937
5309 PERS Stabilization	82,816	-	-	-	-	-
5310 Accrued Payroll Expense	-	36,500	-	5,000	5,000	5,000
5399 Other Benefits and Taxes	294,058	331,483	425,232	453,696	453,696	453,696
Total Personnel Services	\$4,251,522	\$4,874,219	\$5,909,264	\$6,347,456	6,347,456	6,347,456
Materials & Services						
6000 Office Supplies	27,602	27,977	38,800	43,800	43,800	43,800
6001 Communications Services	23,882	34,207	39,100	48,400	48,400	48,400
6002 Travel/Training/Dues	72,721	81,601	127,200	141,300	141,300	141,300
6003 Postage	5,685	4,830	17,300	13,900	13,900	13,900
6004 Program Supplies/Materials	907,692	1,151,407	1,127,000	1,113,100	1,113,100	1,113,100
6005 Advertising/Promotion	495	153	1,100	1,100	1,100	1,100
6007 Printing	766	1,543	5,900	11,800	11,800	11,800
6100 Contractual Services	506,359	668,246	939,000	962,500	962,500	962,500
6101 Other Services	55,853	16,826	62,500	61,500	61,500	61,500
6102 Maintenance Contracts	713	269	11,100	22,600	22,600	22,600
6200 Fuel/Oil	68,746	53,857	106,000	97,400	97,400	97,400
6202 Vehicle Equipment	3,985	1,233	33,400	14,900	14,900	14,900
6300 Uniforms	23,364	16,482	29,900	18,520	18,520	18,520
6301 Safety Supplies	17,306	12,549	18,700	23,200	23,200	23,200
6400 Utilities	90,515	98,580	138,000	118,000	118,000	118,000
6402 Maintenance Supplies	1,554	5,113	5,500	3,500	3,500	3,500
6403 Small Tools and Equipment	61,864	92,205	81,800	65,100	65,100	65,100
6408 Analysis and Lab Supplies	43,107	52,128	70,500	80,500	80,500	80,500
6409 Computer Software	23,587	14,439	18,500	28,500	28,500	28,500
6410 Computer Hardware	48,541	27,216	37,500	23,000	23,000	23,000
6411 Communications Equipment	559	250	1,800	1,200	1,200	1,200
6412 Equipment Rental	-	17,559	17,000	13,000	13,000	13,000
6500 Chemicals - General	6,057	637	29,000	29,000	29,000	29,000
6501 Chlorine	1,800	3,450	2,500	2,500	2,500	2,500
6503 Caustic Soda	-	2,916	-	-	-	-
Total Materials & Services	\$1,992,753	\$2,385,673	\$2,959,100	\$2,938,320	2,938,320	2,938,320



Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	230,429	227,182	693,000	130,000	130,000	130,000
7002 Non-License Appar and Equipme	3,888	83,144	-	35,000	35,000	35,000
7005 Communications Equipment	-	16,956	-	-	-	-
7020 Computer Hardware	-	-	-	15,000	15,000	15,000
7021 Computer Software	-	-	40,000	25,000	25,000	25,000
7030 Facilities and Improvements	-	-	80,000	145,000	145,000	145,000
7032 Facilities Equipment	-	-	58,000	39,500	39,500	39,500
7040 Construction - Infrastructure	246,898	1,187,320	2,553,889	1,472,500	1,472,500	1,472,500
7050 Capital Reserve	-	-	18,862,976	28,723,627	28,723,627	28,723,627
7055 Joint Venture Reimbursement	1,434,687	1,702,264	424,884	319,489	319,489	319,489
Total Capital Outlay	\$1,915,902	\$3,216,866	\$22,712,749	\$30,905,116	30,905,116	30,905,116
Special Payments						
8008 Facilities Depreciation	42,615	45,514	51,659	51,746	51,746	51,746
8009 Support Services Charge	1,357,144	1,467,293	1,739,272	2,066,698	2,066,698	2,066,698
8010 Equipment Depreciation	63,012	63,012	73,620	78,855	78,855	78,855
8011 Facilities Charge	199,384	200,379	211,473	221,654	221,654	221,654
8018 Insurance	175,000	165,141	211,750	211,750	211,750	211,750
8020 Water Purchases	3,082,442	3,162,289	3,729,991	4,242,153	4,242,153	4,242,153
8024 Fleet Services Charge	190,881	193,543	242,737	242,737	242,737	242,737
8029 Interest Expense	3,191	6,135	8,800	8,800	8,800	8,800
8030 Payments to Other Gov't	89,075	90,750	106,000	116,600	116,600	116,600
8055 Franchise Fee Payments	692,090	752,653	1,104,485	847,105	847,105	847,105
Total Special Payments	\$5,894,834	\$6,146,709	\$7,479,787	\$8,088,098	8,088,098	8,088,098
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	50,000	50,000	50,000	50,000	50,000	50,000
8209 Transfer to Facilities Managemen	-	225,000	225,000	-	-	-
8210 Transfer to Debt Service	2,290,000	980,000	990,000	390,000	390,000	390,000
8211 Transfer to Funded Depreciation	1,925,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
8223 Transfer to Water Rate Stabilizati	125,000	125,000	125,000	125,000	125,000	125,000
Total Transfers	\$4,410,000	\$3,400,000	\$3,415,000	\$2,590,000	2,590,000	2,590,000
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	15,888,929	20,188,042	-	-	-	-
Total Unapprop Fund Bal	\$15,888,929	\$20,188,042	\$0	\$0	\$0	\$0
Total Requirements	\$34,353,940	\$40,211,509	\$43,200,900	\$51,593,990	51,593,990	51,593,990

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	13,914,472	15,653,377	15,864,000	14,931,430	(932,570)	-6%
Interest	71,054	101,425	60,000	70,000	10,000	17%
Other Financing Src	1,925,000	2,000,000	2,000,000	2,000,000	-	0%
Total Water Depreciation Fund	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	(\$922,570)	-5%

Water Depreciation Fund (502) by Category

Personnel Services	50,054	96,090	-	-	-	0%
Capital Outlay	207,095	1,055,194	17,924,000	17,001,430	(922,570)	-5%
Unapprop Fund Bal	15,653,377	16,603,518	-	-	-	0%
Total Water Depreciation Fund	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	(\$922,570)	-5%

Water Depreciation Fund (502) by Department

Water	15,910,526	17,754,802	17,924,000	17,001,430	(922,570)	-5%
Total Water Depreciation Fund	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	(\$922,570)	-5%



Water Depreciation Fund (502)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	71,054	101,425	60,000	70,000	70,000	70,000
Total Interest	\$71,054	\$101,425	\$60,000	\$70,000	70,000	70,000
Other Financing Src						
4456 Transfer from Water Fund	1,925,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Total Other Financing Src	\$1,925,000	\$2,000,000	\$2,000,000	\$2,000,000	2,000,000	2,000,000
Beginning Work Cap						
4800 Beginning Working Capital	13,914,472	15,653,377	15,864,000	14,931,430	14,931,430	14,931,430
Total Beginning Work Cap	\$13,914,472	\$15,653,377	\$15,864,000	\$14,931,430	14,931,430	14,931,430
Total Resources	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	17,001,430	17,001,430

Water Depreciation Fund (502)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	34,652	65,588	-	-	-	-
5010 Extra Labor	38	-	-	-	-	-
5100 Overtime	76	90	-	-	-	-
5301 Med/Den/Vis Insurance	6,839	13,817	-	-	-	-
5303 PERS	3,053	8,349	-	-	-	-
5308 VEBA	675	1,309	-	-	-	-
5309 PERS Stabilization	969	-	-	-	-	-
5399 Other Benefits and Taxes	3,752	6,937	-	-	-	-
Total Personnel Services	\$50,054	\$96,090	\$0	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	179,843	858,909	1,005,000	867,500	867,500	867,500
7050 Capital Reserve	-	-	16,014,500	13,213,430	13,213,430	13,213,430
7055 Joint Venture Reimbursement	27,252	196,285	904,500	2,920,500	2,920,500	2,920,500
Total Capital Outlay	\$207,095	\$1,055,194	\$17,924,000	\$17,001,430	17,001,430	17,001,430
Unapprop Fund Bal						
8500 Unapprop Fund Balance	15,653,377	16,603,518	-	-	-	-
Total Unapprop Fund Bal	\$15,653,377	\$16,603,518	\$0	\$0	\$0	\$0
Total Requirements	\$15,910,526	\$17,754,802	\$17,924,000	\$17,001,430	17,001,430	17,001,430

Water System Development Charges Fund (504)

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

Water SDC Fund (504) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	38,634,013	38,129,137	38,813,400	34,405,400	(4,408,000)	-11%
Interest	255,141	295,051	225,000	250,000	25,000	11%
Systems Development	1,836,325	8,049,701	9,669,755	7,000,000	(2,669,755)	-28%
Miscellaneous	51,801	75,691	-	-	-	0%
Total Water SDC Fund	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	(\$7,052,755)	-14%

Water SDC Fund (504) by Category

Personnel Services	131,436	148,103	-	-	-	0%
Capital Outlay	2,516,707	5,458,480	46,021,955	38,700,580	(7,321,375)	-16%
Debt Service	-	-	2,686,200	2,954,820	268,620	10%
Unapprop Fund Bal	38,129,137	40,942,997	-	-	-	0%
Total Water SDC Fund	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	(\$7,052,755)	-14%

Water SDC Fund (504) by Department

Water	40,777,280	46,549,580	48,708,155	41,655,400	(7,052,755)	-14%
Total Water SDC Fund	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	(\$7,052,755)	-14%



Water SDC Fund (504)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	255,141	295,051	225,000	250,000	250,000	250,000
Total Interest	\$255,141	\$295,051	\$225,000	\$250,000	250,000	250,000
Systems Development						
4410 Systems Development Charges	1,798,021	8,015,731	9,669,755	7,000,000	7,000,000	7,000,000
4411 SDCS - Wholesale	38,304	33,970	-	-	-	-
Total Systems Development	\$1,836,325	\$8,049,701	\$9,669,755	\$7,000,000	7,000,000	7,000,000
Miscellaneous						
4600 Miscellaneous Income	-	217	-	-	-	-
4606 Construction Reimbursement	51,801	75,474	-	-	-	-
Total Miscellaneous	\$51,801	\$75,691	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	38,634,013	38,129,137	38,813,400	34,405,400	34,405,400	34,405,400
Total Beginning Work Cap	\$38,634,013	\$38,129,137	\$38,813,400	\$34,405,400	34,405,400	34,405,400
Total Resources	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	41,655,400	41,655,400

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	95,191	107,372	-	-	-	-
5100 Overtime	53	-	-	-	-	-
5301 Med/Den/Vis Insurance	15,503	17,415	-	-	-	-
5303 PERS	7,588	11,453	-	-	-	-
5308 VEBA	1,889	2,130	-	-	-	-
5309 PERS Stabilization	2,610	-	-	-	-	-
5399 Other Benefits and Taxes	8,602	9,733	-	-	-	-
Total Personnel Services	\$131,436	\$148,103	\$0	\$0	\$0	\$0
Capital Outlay						
7036 Water Rights	-	100,000	-	-	-	-
7040 Construction - Infrastructure	1,853,371	4,614,013	16,129,839	22,879,134	22,879,134	22,879,134
7050 Capital Reserve	-	-	26,199,062	8,819,587	8,819,587	8,819,587
7052 Willamette Wtr SP Reserve	-	-	2,546,006	393,859	393,859	393,859
7055 Joint Venture Reimbursement	663,336	744,467	1,147,048	6,608,000	6,608,000	6,608,000
Total Capital Outlay	\$2,516,707	\$5,458,480	\$46,021,955	\$38,700,580	38,700,580	38,700,580
Debt Service						
8104 Other Debt Principal	-	-	2,686,200	2,686,200	2,686,200	2,686,200
8105 Other Debt Interest	-	-	-	268,620	268,620	268,620
Total Debt Service	\$0	\$0	\$2,686,200	\$2,954,820	2,954,820	2,954,820
Unapprop Fund Bal						
8500 Unapprop Fund Balance	38,129,137	40,942,997	-	-	-	-
Total Unapprop Fund Bal	\$38,129,137	\$40,942,997	\$0	\$0	\$0	\$0
Total Requirements	\$40,777,280	\$46,549,580	\$48,708,155	\$41,655,400	41,655,400	41,655,400

Water Debt Service (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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	1,554,900	1,569,035	1,577,600	1,593,200	15,600	1%
Interest	8,032	10,025	7,500	7,500	-	0%
Other Financing Src	2,290,000	980,000	990,000	390,000	(600,000)	-61%
Total Water Debt Service Fund	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	(\$584,400)	-23%

Water Debt Service Fund (506) by Category

Materials & Services	425	425	500	500	-	0%
Debt Service	2,283,472	977,782	988,700	987,550	(1,150)	0%
Unapprop Fund Bal	1,569,035	1,580,853	1,585,900	1,002,650	(583,250)	-37%
Total Water Debt Service Fund	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	(\$584,400)	-23%

Water Debt Service Fund (506) by Department

Water	3,852,932	2,559,060	2,575,100	1,990,700	(584,400)	-23%
Total Water Debt Service Fund	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	(\$584,400)	-23%



Water Debt Service Fund (506)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	8,032	10,025	7,500	7,500	7,500	7,500
Total Interest	\$8,032	\$10,025	\$7,500	\$7,500	7,500	7,500
Other Financing Src						
4456 Transfer from Water Fund	2,290,000	980,000	990,000	390,000	390,000	390,000
Total Other Financing Src	\$2,290,000	\$980,000	\$990,000	\$390,000	390,000	390,000
Beginning Work Cap						
4800 Beginning Working Capital	1,554,900	1,569,035	1,577,600	1,593,200	1,593,200	1,593,200
Total Beginning Work Cap	\$1,554,900	\$1,569,035	\$1,577,600	\$1,593,200	1,593,200	1,593,200
Total Resources	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	1,990,700	1,990,700

Water Debt Service Fund (506)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	425	425	500	500	500	500
Total Materials & Services	\$425	\$425	\$500	\$500	500	500
Debt Service						
8100 Bond Principal	2,045,000	775,000	800,000	815,000	815,000	815,000
8101 Bond Interest	238,472	202,782	188,700	172,550	172,550	172,550
Total Debt Service	\$2,283,472	\$977,782	\$988,700	\$987,550	987,550	987,550
Unapprop Fund Bal						
8500 Unapprop Fund Balance	1,569,035	1,580,853	1,585,900	1,002,650	1,002,650	1,002,650
Total Unapprop Fund Bal	\$1,569,035	\$1,580,853	\$1,585,900	\$1,002,650	1,002,650	1,002,650
Total Requirements	\$3,852,932	\$2,559,060	\$2,575,100	\$1,990,700	1,990,700	1,990,700

Water Rate Stabilization Fund (508)

The Water Rate Stabilization fund was created in FY 2010-11 as a reserve to minimize the potential need for rate increases due to temporary shortfall in revenue associated with poor water sales or short-term disruption of revenues.

Water Rate Stabilization (508) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	505,958	633,762	763,750	893,415	129,665	17%
Interest	2,804	4,651	3,000	3,000	-	0%
Other Financing Src	125,000	125,000	125,000	125,000	-	0%
Total Water Rate Stabilization	\$633,762	\$763,413	\$891,750	\$1,021,415	\$129,665	15%

Water Rate Stabilization (508) by Category

Unapprop Fund Bal	633,762	763,413	891,750	1,021,415	129,665	15%
Total Water Rate Stabilization	\$633,762	\$763,413	\$891,750	\$1,021,415	\$129,665	15%

Water Rate Stabilization (508) by Department

Water	633,762	763,413	891,750	1,021,415	129,665	15%
Total Water Rate Stabilization	\$633,762	\$763,413	\$891,750	\$1,021,415	\$129,665	15%



Water Rate Stabilization (508)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	2,804	4,651	3,000	3,000	3,000	3,000
Total Interest	\$2,804	\$4,651	\$3,000	\$3,000	3,000	3,000
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	505,958	633,762	763,750	893,415	893,415	893,415
Total Beginning Work Cap	\$505,958	\$633,762	\$763,750	\$893,415	893,415	893,415
Total Resources	\$633,762	\$763,413	\$891,750	\$1,021,415	1,021,415	1,021,415

Water Rate Stabilization (508)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Unapprop Fund Bal						
8500 Unapprop Fund Balance	633,762	763,413	891,750	1,021,415	1,021,415	1,021,415
Total Unapprop Fund Bal	\$633,762	\$763,413	\$891,750	\$1,021,415	1,021,415	1,021,415
Total Requirements	\$633,762	\$763,413	\$891,750	\$1,021,415	1,021,415	1,021,415

Sewer Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Sewer Fund (510)	26,377,741	27,428,186	29,462,525	31,107,436	1,644,911	6%
Sewer Depreciation Fund (512)	9,344,824	8,985,881	7,795,115	6,438,192	(1,356,923)	-17%
Sewer SDC Fund (514)	10,025,642	10,023,953	9,328,100	9,718,340	390,240	4%
Sewer Local Service Fee (516)	738,646	2,253,658	3,792,330	5,709,385	1,917,055	51%
Total Sewer Funds	\$46,486,853	\$48,691,678	\$50,378,070	\$52,973,353	\$2,595,283	5%

Resources by Category

Beginning Work Cap	16,099,287	17,204,009	14,329,800	14,983,000	653,200	5%
Licenses and Permits	59,668	93,015	56,700	90,000	33,300	59%
Charges for Services	23,261,225	25,475,108	26,786,155	27,958,654	1,172,499	4%
Interest	173,171	140,466	160,000	93,836	(66,164)	-41%
Connection Fees	-	-	-	-	-	0%
Systems Development	4,741,051	4,668,741	7,942,100	8,590,000	647,900	8%
Other Financing Src	1,400,000	150,537	1,102,615	506,363	(596,252)	-54%
Miscellaneous	752,451	959,802	700	751,500	750,800	107257%
Total Sewer Funds	\$46,486,853	\$48,691,678	\$50,378,070	\$52,973,353	\$2,595,283	5%

Requirements by Category

Personnel Services	1,873,259	1,898,990	2,102,161	2,830,232	728,071	35%
Materials & Services	200,682	300,978	963,130	311,700	(651,430)	-68%
Capital Outlay	1,559,186	2,538,853	14,704,487	18,285,986	3,581,499	24%
Special Payments	24,069,717	25,047,119	30,187,345	30,854,072	666,727	2%
Transfers	1,580,000	4,225,212	2,420,947	691,363	(1,729,584)	-71%
Unapprop Fund Bal	17,204,009	14,680,526	-	-	-	0%
Total Sewer Funds	\$46,486,853	\$48,691,678	\$50,378,070	\$52,973,353	\$2,595,283	5%

Budget by Department

Public Works	46,486,853	48,691,678	50,378,070	52,973,353	2,595,283	5%
Total Sewer Funds	\$46,486,853	\$48,691,678	\$50,378,070	\$52,973,353	\$2,595,283	5%

Sewer Fund (510)

The Sewer 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	3,771,313	3,344,476	4,167,300	4,520,000	352,700	8%
Licenses and Permits	59,668	93,015	56,700	90,000	33,300	59%
Charges for Services	22,524,396	23,950,213	25,215,825	26,485,000	1,269,175	5%
Interest	19,768	30,740	22,000	10,936	(11,064)	-50%
Connection Fees	-	-	-	-	-	0%
Miscellaneous	2,596	9,742	700	1,500	800	114%
Total Sewer Fund	\$26,377,741	\$27,428,186	\$29,462,525	\$31,107,436	\$1,644,911	6%

Sewer Fund (510) by Category

Personnel Services	1,775,140	1,815,408	2,102,161	2,830,232	728,071	35%
Materials & Services	165,235	287,775	788,130	300,200	(487,930)	-62%
Capital Outlay	21,737	26,355	3,499,412	4,733,147	1,233,735	35%
Special Payments	19,491,153	20,458,177	22,396,207	22,552,494	156,287	1%
Transfers	1,580,000	330,537	676,615	691,363	14,748	2%
Unapprop Fund Bal	3,344,476	4,509,934	-	-	-	0%
Total Sewer Fund	\$26,377,741	\$27,428,186	\$29,462,525	\$31,107,436	\$1,644,911	6%

Sewer Fund (510) by Department

Public Works	26,377,741	27,428,186	29,462,525	31,107,436	1,644,911	6%
Total Sewer Fund	\$26,377,741	\$27,428,186	\$29,462,525	\$31,107,436	\$1,644,911	6%



Sewer Fund (510)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4123 Developer Reimbursements	59,668	93,015	56,700	90,000	90,000	90,000
Total Licenses and Permits	\$59,668	\$93,015	\$56,700	\$90,000	90,000	90,000
Charges for Services						
4154 Service Charges	28,550	58,295	32,600	10,000	10,000	10,000
4171 Domestic/Commercial - Billings	21,084,477	22,359,435	23,895,825	24,715,000	24,715,000	24,715,000
4173 Industrial	1,411,369	1,532,483	1,287,400	1,760,000	1,760,000	1,760,000
Total Charges for Services	\$22,524,396	\$23,950,213	\$25,215,825	\$26,485,000	26,485,000	26,485,000
Interest						
4200 Interest Earned	19,565	30,611	22,000	10,936	10,936	10,936
4201 Interest on Contracts	203	129	-	-	-	-
Total Interest	\$19,768	\$30,740	\$22,000	\$10,936	10,936	10,936
Miscellaneous						
4600 Miscellaneous Income	658	445	-	-	-	-
4616 NSF Fees	1,338	1,437	500	1,000	1,000	1,000
4625 Tap Fees	600	1,260	200	500	500	500
4601 Sale of Surplus Property	-	6,600	-	-	-	-
Total Miscellaneous	\$2,596	\$9,742	\$700	\$1,500	1,500	1,500
Beginning Work Cap						
4800 Beginning Working Capital	3,771,313	3,344,476	4,167,300	4,520,000	4,520,000	4,520,000
Total Beginning Work Cap	\$3,771,313	\$3,344,476	\$4,167,300	\$4,520,000	4,520,000	4,520,000
Total Resources	\$26,377,741	\$27,428,186	\$29,462,525	\$31,107,436	31,107,436	31,107,436

Sewer Funds

Sewer Fund

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,154,231	1,192,648	1,377,123	1,841,065	1,841,065	1,841,065
5005 Salaries - Part-Time	856	463	-	-	-	-
5010 Extra Labor	35,939	32,168	20,800	20,800	20,800	20,800
5100 Overtime	261	1,259	10,000	10,250	10,250	10,250
5301 Med/Den/Vis Insurance	269,621	275,156	317,606	440,652	440,652	440,652
5303 PERS	126,120	149,647	175,969	275,161	275,161	275,161
5308 VEBA	23,153	22,835	27,146	36,523	36,523	36,523
5309 PERS Stabilization	34,598	-	-	-	-	-
5310 Accrued Payroll Expense	-	13,400	21,700	2,000	2,000	2,000
5399 Other Benefits and Taxes	130,361	127,832	151,817	203,781	203,781	203,781
Total Personnel Services	\$1,775,140	\$1,815,408	\$2,102,161	\$2,830,232	2,830,232	2,830,232
Materials & Services						
6000 Office Supplies	9,599	11,179	13,250	13,000	13,000	13,000
6001 Communications Services	9,969	13,957	11,600	11,000	11,000	11,000
6002 Travel/Training/Dues	27,295	17,179	25,000	23,000	23,000	23,000
6003 Postage	5	240	3,980	2,650	2,650	2,650
6004 Program Supplies/Materials	2,964	4,911	6,000	7,000	7,000	7,000
6005 Advertising/Promotion	672	692	700	5,000	5,000	5,000
6006 Tuition Reimbursement	603	3,803	2,800	-	-	-
6007 Printing	330	3,765	5,300	3,000	3,000	3,000
6100 Contractual Services	22,915	162,760	608,000	115,000	325,000	325,000
6101 Other Services	887	1,146	1,150	650	650	650
6200 Fuel/Oil	26,394	17,243	25,000	24,500	24,500	24,500
6201 Fleet Maintenance	132	358	1,500	1,000	1,000	1,000
6300 Uniforms	11,698	7,622	21,000	11,500	11,500	11,500
6301 Safety Supplies	5,974	1,317	2,200	2,050	2,050	2,050
6402 Maintenance Supplies	21,116	8,514	11,800	11,300	11,300	11,300
6403 Small Tools and Equipment	4,296	9,060	13,250	19,650	19,650	19,650
6409 Computer Software	1,430	2,632	2,500	7,000	7,000	7,000
6410 Computer Hardware	9,485	4,085	4,800	1,000	1,000	1,000
6411 Communications Equipment	-	1,009	1,400	2,000	2,000	2,000
6413 Landfill Fees	275	118	1,000	1,000	1,000	1,000
6415 Pipe and Supply	446	248	10,000	15,000	15,000	15,000
6416 Equipment Maintenance	4,768	11,264	11,900	19,400	19,400	19,400
6419 Personal Protective Equipment	3,982	4,673	4,000	4,500	4,500	4,500
Total Materials & Services	\$165,235	\$287,775	\$788,130	\$300,200	510,200	510,200
Capital Outlay						
7000 Automotive and Equipment	9,520	8,013	350,000	283,333	283,333	283,333
7002 Non-License Appar and Equipme	8,867	12,680	95,000	-	-	-
7020 Computer Hardware	2,399	5,662	-	-	-	-
7021 Computer Software	-	-	-	15,000	15,000	15,000
7030 Facilities and Improvements	951	-	5,000	5,000	5,000	5,000
7050 Capital Reserve	-	-	3,049,412	4,429,814	4,219,814	4,219,814
Total Capital Outlay	\$21,737	\$26,355	\$3,499,412	\$4,733,147	4,523,147	4,523,147



Sewer Fund (510)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8008 Facilities Depreciation	20,322	22,529	38,780	41,964	41,964	41,964
8009 Support Services Charge	693,360	751,326	837,762	1,028,010	1,028,010	1,028,010
8010 Equipment Depreciation	32,883	32,883	35,461	39,224	39,224	39,224
8011 Facilities Charge	91,659	96,213	158,751	179,753	179,753	179,753
8018 Insurance	100,000	90,077	105,000	105,000	105,000	105,000
8022 Bad Debt Expense	-	-	5,250	5,250	5,250	5,250
8023 Collection Expense	-	-	5,250	5,250	5,250	5,250
8024 Fleet Services Charge	81,605	71,857	88,043	88,043	88,043	88,043
8026 CWS Payments	17,734,428	18,615,374	20,072,500	20,100,000	20,100,000	20,100,000
8055 Franchise Fee Payments	736,896	777,918	1,049,410	960,000	960,000	960,000
Total Special Payments	\$19,491,153	\$20,458,177	\$22,396,207	\$22,552,494	22,552,494	22,552,494
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	100,000	100,000	100,000	100,000	100,000	100,000
8206 Transfer to Sewer Depr Fund	1,400,000	150,537	491,615	506,363	506,363	506,363
8220 Transfer to Planning	60,000	60,000	60,000	60,000	60,000	60,000
Total Transfers	\$1,580,000	\$330,537	\$676,615	\$691,363	691,363	691,363
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,344,476	4,509,934	-	-	-	-
Total Unapprop Fund Bal	\$3,344,476	\$4,509,934	\$0	\$0	\$0	\$0
Total Requirements	\$26,377,741	\$27,428,186	\$29,462,525	\$31,107,436	31,107,436	31,107,436

Sewer Depreciation Fund (512)

The Sewer Depreciation Fund serves as a reserve to fund future fleet vehicles and equipment replacement. Fund resources include transfers from Sanitary Sewer Fund and interest income.

Sewer Depreciation Fund (512) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	7,162,233	7,845,554	6,657,500	5,888,000	(769,500)	-12%
Interest	34,695	39,730	35,000	43,829	8,829	25%
Other Financing Src	1,400,000	150,537	1,102,615	506,363	(596,252)	-54%
Miscellaneous	747,896	950,060	-	-	-	0%
Total Sewer Depreciation Fund	\$9,344,824	\$8,985,881	\$7,795,115	\$6,438,192	(\$1,356,923)	-17%

Sewer Depreciation Fund (512) by Category

Personnel Services	50,556	38,726	-	-	-	0%
Materials & Services	9,390	3,051	-	-	-	0%
Capital Outlay	1,439,324	2,073,315	6,874,034	6,438,192	(435,842)	-6%
Transfers	-	105,907	921,081	-	(921,081)	-100%
Unapprop Fund Bal	7,845,554	6,764,882	-	-	-	0%
Total Sewer Depreciation Fund	\$9,344,824	\$8,985,881	\$7,795,115	\$6,438,192	(\$1,356,923)	-17%

Sewer Depreciation Fund (512) by Department

Public Works	9,344,824	8,985,881	7,795,115	6,438,192	(1,356,923)	-17%
Total Sewer Depreciation Fund	\$9,344,824	\$8,985,881	\$7,795,115	\$6,438,192	(\$1,356,923)	-17%



Sewer Depreciation Fund (512)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	34,695	39,730	35,000	43,829	43,829	43,829
Total Interest	\$34,695	\$39,730	\$35,000	\$43,829	43,829	43,829
Other Financing Src						
4448 Transfer from Sewer LSF FUND	-	-	611,000	-	-	-
4458 Transfer from Sewer Fund	1,400,000	150,537	491,615	506,363	506,363	506,363
Total Other Financing Src	\$1,400,000	\$150,537	\$1,102,615	\$506,363	506,363	506,363
Miscellaneous						
4600 Miscellaneous Income	100	-	-	-	-	-
4606 Construction Reimbursement	747,796	950,060	-	-	-	-
Total Miscellaneous	\$747,896	\$950,060	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	7,162,233	7,845,554	6,657,500	5,888,000	5,888,000	5,888,000
Total Beginning Work Cap	\$7,162,233	\$7,845,554	\$6,657,500	\$5,888,000	5,888,000	5,888,000
Total Resources	\$9,344,824	\$8,985,881	\$7,795,115	\$6,438,192	6,438,192	6,438,192

Sewer Depreciation Fund (512)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	30,766	25,878	-	-	-	-
5005 Salaries - Part-Time	830	-	-	-	-	-
5010 Extra Labor	2,249	-	-	-	-	-
5301 Med/Den/Vis Insurance	7,489	5,282	-	-	-	-
5303 PERS	3,814	4,127	-	-	-	-
5308 VEBA	618	518	-	-	-	-
5309 PERS Stabilization	999	-	-	-	-	-
5399 Other Benefits and Taxes	3,791	2,921	-	-	-	-
Total Personnel Services	\$50,556	\$38,726	\$0	\$0	\$0	\$0
Materials & Services						
6003 Postage	272	55	-	-	-	-
6004 Program Supplies/Materials	48	-	-	-	-	-
6005 Advertising/Promotion	742	-	-	-	-	-
6007 Printing	160	101	-	-	-	-
6100 Contractual Services	4,243	932	-	-	-	-
6101 Other Services	3,925	1,963	-	-	-	-
Total Materials & Services	\$9,390	\$3,051	\$0	\$0	\$0	\$0
Capital Outlay						
7000 Automotive and Equipment	10,909	-	42,000	430,000	430,000	430,000
7040 Construction - Infrastructure	1,428,415	2,073,315	611,000	20,000	20,000	20,000
7050 Capital Reserve	-	-	6,221,034	5,988,192	5,988,192	5,988,192
Total Capital Outlay	\$1,439,324	\$2,073,315	\$6,874,034	\$6,438,192	6,438,192	6,438,192
Transfers						
8209 Transfer to Facilities Managemen	-	105,907	921,081	-	-	-
Total Transfers	\$0	\$105,907	\$921,081	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	7,845,554	6,764,882	-	-	-	-
Total Unapprop Fund Bal	\$7,845,554	\$6,764,882	\$0	\$0	\$0	\$0
Total Requirements	\$9,344,824	\$8,985,881	\$7,795,115	\$6,438,192	6,438,192	6,438,192



Sewer System Development Charges 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	5,165,741	5,296,606	1,291,000	1,101,000	(190,000)	-15%
Interest	116,891	58,606	95,000	27,340	(67,660)	-71%
Systems Development	4,741,051	4,668,741	7,942,100	8,590,000	647,900	8%
Miscellaneous	1,959	-	-	-	-	0%
Total Sewer SDC Fund	\$10,025,642	\$10,023,953	\$9,328,100	\$9,718,340	\$390,240	4%

Sewer SDC Fund (514) by Category

Personnel Services	47,563	44,856	-	-	-	0%
Materials & Services	26,057	10,152	25,000	11,500	(13,500)	-54%
Capital Outlay	98,125	439,183	1,366,449	1,456,840	90,391	7%
Special Payments	4,557,291	4,535,579	7,724,400	8,250,000	525,600	7%
Transfers	-	3,788,768	212,251	-	(212,251)	-100%
Unapprop Fund Bal	5,296,606	1,205,415	-	-	-	0%
Total Sewer SDC Fund	\$10,025,642	\$10,023,953	\$9,328,100	\$9,718,340	\$390,240	4%

Sewer SDC Fund (514) by Department

Public Works	10,025,642	10,023,953	9,328,100	9,718,340	390,240	4%
Total Sewer SDC Fund	\$10,025,642	\$10,023,953	\$9,328,100	\$9,718,340	\$390,240	4%

Sewer SDC Fund (514)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	104,142	13,805	20,000	17,340	17,340	17,340
4201 Interest on Contracts	12,749	44,801	75,000	10,000	10,000	10,000
Total Interest	\$116,891	\$58,606	\$95,000	\$27,340	27,340	27,340
Systems Development						
4410 Systems Development Charges	4,741,051	4,668,741	7,942,100	8,590,000	8,590,000	8,590,000
Total Systems Development	\$4,741,051	\$4,668,741	\$7,942,100	\$8,590,000	8,590,000	8,590,000
Miscellaneous						
4600 Miscellaneous Income	1,959	-	-	-	-	-
Total Miscellaneous	\$1,959	\$0	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	5,165,741	5,296,606	1,291,000	1,101,000	1,101,000	1,101,000
Total Beginning Work Cap	\$5,165,741	\$5,296,606	\$1,291,000	\$1,101,000	1,101,000	1,101,000
Total Resources	\$10,025,642	\$10,023,953	\$9,328,100	\$9,718,340	9,718,340	9,718,340



Sewer SDC Fund (514)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	30,310	30,219	-	-	-	-
5100 Overtime	1,694	-	-	-	-	-
5301 Med/Den/Vis Insurance	7,796	7,541	-	-	-	-
5303 PERS	2,612	3,055	-	-	-	-
5308 VEBA	605	602	-	-	-	-
5309 PERS Stabilization	961	-	-	-	-	-
5399 Other Benefits and Taxes	3,585	3,439	-	-	-	-
Total Personnel Services	\$47,563	\$44,856	\$0	\$0	\$0	\$0
Materials & Services						
6002 Travel/Training/Dues	2,603	-	-	-	-	-
6100 Contractual Services	4,725	5,068	15,000	1,500	1,500	1,500
6402 Maintenance Supplies	18,729	5,084	10,000	10,000	10,000	10,000
Total Materials & Services	\$26,057	\$10,152	\$25,000	\$11,500	11,500	11,500
Capital Outlay						
7040 Construction - Infrastructure	98,125	439,183	159,650	116,150	116,150	116,150
7050 Capital Reserve	-	-	1,206,799	1,340,690	1,340,690	1,340,690
Total Capital Outlay	\$98,125	\$439,183	\$1,366,449	\$1,456,840	1,456,840	1,456,840
Special Payments						
8026 CWS Payments	4,557,291	4,535,579	7,724,400	8,250,000	8,250,000	8,250,000
Total Special Payments	\$4,557,291	\$4,535,579	\$7,724,400	\$8,250,000	8,250,000	8,250,000
Transfers						
8209 Transfer to Facilities Managemen	-	3,788,768	212,251	-	-	-
Total Transfers	\$0	\$3,788,768	\$212,251	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	5,296,606	1,205,415	-	-	-	-
Total Unapprop Fund Bal	\$5,296,606	\$1,205,415	\$0	\$0	\$0	\$0
Total Requirements	\$10,025,642	\$10,023,953	\$9,328,100	\$9,718,340	9,718,340	9,718,340

Sewer Local Service Fee (516)

In January 2015, a local service fee was established for sewer services to raise revenue needed to fund continued investment in the repair and replacement of aging infrastructure, and to meet mandated performance standards. The fee was established at a rate of \$2.50 per equivalent dwelling unit (EDU) per month.

Sewer Local Service Fee (516) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	717,373	2,214,000	3,474,000	1,260,000	57%
Charges for Services	736,829	1,524,895	1,570,330	1,473,654	(96,676)	-6%
Interest	1,817	11,390	8,000	11,731	3,731	47%
Miscellaneous	-	-	-	750,000	750,000	0%
Total Sewer Local Service Fee	\$738,646	\$2,253,658	\$3,792,330	\$5,709,385	\$1,917,055	51%

Sewer Local Service Fee (516) by Category

Personnel Services	-	-	-	-	-	0%
Materials & Services	-	-	150,000	-	(150,000)	-100%
Capital Outlay	-	-	2,964,592	5,657,807	2,693,215	91%
Special Payments	21,273	53,363	66,738	51,578	(15,160)	-23%
Transfers	-	-	611,000	-	(611,000)	-100%
Unapprop Fund Bal	717,373	2,200,295	-	-	-	0%
Total Sewer Local Service Fee	\$738,646	\$2,253,658	\$3,792,330	\$5,709,385	\$1,917,055	51%

Sewer Local Service Fee (516) by Department

Public Works	738,646	2,253,658	3,792,330	5,709,385	1,917,055	51%
Total Sewer Local Service Fee	\$738,646	\$2,253,658	\$3,792,330	\$5,709,385	\$1,917,055	51%



Sewer Local Service Fee (516)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4171 Domestic/Commercial - Billings	736,829	1,524,895	1,570,330	1,473,654	1,473,654	1,473,654
Total Charges for Services	\$736,829	\$1,524,895	\$1,570,330	\$1,473,654	1,473,654	1,473,654
Interest						
4200 Interest Earned	1,817	11,390	8,000	11,731	11,731	11,731
Total Interest	\$1,817	\$11,390	\$8,000	\$11,731	11,731	11,731
Miscellaneous						
4606 Construction Reimbursement	-	-	-	750,000	750,000	750,000
Total Miscellaneous	\$0	\$0	\$0	\$750,000	750,000	750,000
Beginning Work Cap						
4800 Beginning Working Capital	-	717,373	2,214,000	3,474,000	3,474,000	3,474,000
Total Beginning Work Cap	\$0	\$717,373	\$2,214,000	\$3,474,000	3,474,000	3,474,000
Total Resources	\$738,646	\$2,253,658	\$3,792,330	\$5,709,385	5,709,385	5,709,385

Sewer Local Service Fee (516)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	150,000	-	-	-
Total Materials & Services	\$0	\$0	\$150,000	\$0	\$0	\$0
Capital Outlay						
7040 Construction - Infrastructure	-	-	520,000	2,200,000	2,200,000	2,200,000
7050 Capital Reserve	-	-	2,444,592	3,457,807	3,457,807	3,457,807
Total Capital Outlay	\$0	\$0	\$2,964,592	\$5,657,807	5,657,807	5,657,807
Special Payments						
8055 Franchise Fee Payments	21,273	53,363	66,738	51,578	51,578	51,578
Total Special Payments	\$21,273	\$53,363	\$66,738	\$51,578	51,578	51,578
Transfers						
8206 Transfer to Sewer Depr Fund	-	-	611,000	-	-	-
Total Transfers	\$0	\$0	\$611,000	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	717,373	2,200,295	-	-	-	-
Total Unapprop Fund Bal	\$717,373	\$2,200,295	\$0	\$0	\$0	\$0
Total Requirements	\$738,646	\$2,253,658	\$3,792,330	\$5,709,385	5,709,385	5,709,385

Surface Water Management Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Surface Water Mgmt Fund (520)	6,750,241	7,551,234	8,083,310	8,015,500	(67,810)	-1%
SWM Depreciation Fund (522)	739,121	1,202,718	1,160,873	1,188,133	27,260	2%
SWM SDC Fund (524)	6,658,152	5,592,798	1,610,000	1,593,800	(16,200)	-1%
SWM Local Service Fee (526)	364,938	1,213,151	1,906,550	1,697,822	(208,728)	-11%
Total SWM Funds	\$14,512,452	\$15,559,901	\$12,760,733	\$12,495,255	(\$265,478)	-2%

Resources by Category

Beginning Work Cap	7,726,374	7,119,857	4,275,950	3,992,000	(283,950)	-7%
Licenses and Permits	319,920	540,765	267,860	530,000	262,140	98%
Charges for Services	5,718,724	6,802,433	7,434,450	7,376,540	(57,910)	-1%
Interest	32,517	26,810	27,300	25,359	(1,941)	-7%
Systems Development	380,880	440,188	338,500	510,000	171,500	51%
Other Financing Src	333,288	614,952	416,173	60,856	(355,317)	-85%
Miscellaneous	749	14,896	500	500	-	0%
Total SWM Funds	\$14,512,452	\$15,559,901	\$12,760,733	\$12,495,255	(\$265,478)	-2%

Requirements by Category

Personnel Services	2,498,466	2,645,804	3,179,493	3,118,307	(61,186)	-2%
Materials & Services	419,277	514,128	2,336,032	1,486,900	(849,132)	-36%
Capital Outlay	1,637,932	371,295	3,403,219	4,232,160	828,941	24%
Special Payments	2,383,632	2,646,753	3,195,873	3,237,457	41,584	1%
Transfers	453,288	4,914,310	646,116	420,431	(225,685)	-35%
Unapprop Fund Bal	7,119,857	4,467,611	-	-	-	0%
Total SWM Funds	\$14,512,452	\$15,559,901	\$12,760,733	\$12,495,255	(\$265,478)	-2%

Budget by Department

Public Works	14,512,452	15,559,901	12,760,733	12,495,255	(265,478)	-2%
Total SWM Funds	\$14,512,452	\$15,559,901	\$12,760,733	\$12,495,255	(\$265,478)	-2%

Surface Water Management Fund (520)

The Surface Water Management (SWM) 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	1,069,527	1,041,843	1,212,450	866,000	(346,450)	-29%
Licenses and Permits	319,920	540,765	267,860	530,000	262,140	98%
Charges for Services	5,354,759	5,948,932	6,600,000	6,615,000	15,000	0%
Interest	5,286	4,798	2,500	4,000	1,500	60%
Miscellaneous	749	14,896	500	500	-	0%
Total Surface Water Mgmt Fund	\$6,750,241	\$7,551,234	\$8,083,310	\$8,015,500	(\$67,810)	-1%

Surface Water Mgmt Fund (520) by Category

Personnel Services	2,452,419	2,626,931	3,179,493	3,118,307	(61,186)	-2%
Materials & Services	404,791	376,244	740,550	464,100	(276,450)	-37%
Capital Outlay	25,442	26,355	461,684	1,036,434	574,750	124%
Special Payments	2,372,458	2,618,256	3,160,410	3,210,803	50,393	2%
Transfers	453,288	734,952	541,173	185,856	(355,317)	-66%
Unapprop Fund Bal	1,041,843	1,168,496	-	-	-	0%
Total Surface Water Mgmt Fund	\$6,750,241	\$7,551,234	\$8,083,310	\$8,015,500	(\$67,810)	-1%

Surface Water Mgmt Fund (520) by Department

Public Works	6,750,241	7,551,234	8,083,310	8,015,500	(67,810)	-1%
Total Surface Water Mgmt Fund	\$6,750,241	\$7,551,234	\$8,083,310	\$8,015,500	(\$67,810)	-1%



Surface Water Mgmt Fund (520)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4116 Plan Check Fees	41,785	68,669	40,630	75,000	75,000	75,000
4123 Developer Reimbursements	179,942	300,771	140,850	290,000	290,000	290,000
4124 Erosion Control Inspection Fee	98,193	171,325	86,380	165,000	165,000	165,000
Total Licenses and Permits	\$319,920	\$540,765	\$267,860	\$530,000	530,000	530,000
Charges for Services						
4155 Fee in Lieu of Construction	785	-	-	-	-	-
4174 SWM Billings	5,353,974	5,948,932	6,600,000	6,615,000	6,615,000	6,615,000
Total Charges for Services	\$5,354,759	\$5,948,932	\$6,600,000	\$6,615,000	6,615,000	6,615,000
Interest						
4200 Interest Earned	5,286	4,798	2,500	4,000	4,000	4,000
Total Interest	\$5,286	\$4,798	\$2,500	\$4,000	4,000	4,000
Miscellaneous						
4625 Tap Fees	100	840	500	500	500	500
4600 Miscellaneous Income	649	1,767	-	-	-	-
4601 Sale of Surplus Property	-	6,600	-	-	-	-
4606 Construction Reimbursement	-	5,689	-	-	-	-
Total Miscellaneous	\$749	\$14,896	\$500	\$500	500	500
Beginning Work Cap						
4800 Beginning Working Capital	1,069,527	1,041,843	1,212,450	866,000	866,000	866,000
Total Beginning Work Cap	\$1,069,527	\$1,041,843	\$1,212,450	\$866,000	866,000	866,000
Total Resources	\$6,750,241	\$7,551,234	\$8,083,310	\$8,015,500	8,015,500	8,015,500

Surface Water Management Fund

SWM Fund

Surface Water Mgmt Fund (520)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,587,839	1,688,644	2,032,421	1,981,655	1,981,655	1,981,655
5005 Salaries - Part-Time	858	463	-	-	-	-
5010 Extra Labor	60,182	72,375	94,259	96,095	96,095	96,095
5100 Overtime	3,811	6,992	10,000	10,250	10,250	10,250
5301 Med/Den/Vis Insurance	376,289	412,744	503,914	481,351	481,351	481,351
5303 PERS	160,137	201,348	253,063	275,071	275,071	275,071
5308 VEBA	31,115	32,675	40,538	39,335	39,335	39,335
5309 PERS Stabilization	47,251	-	-	-	-	-
5310 Accrued Payroll Expense	-	17,300	-	2,000	2,000	2,000
5399 Other Benefits and Taxes	184,937	194,390	245,298	232,550	232,550	232,550
Total Personnel Services	\$2,452,419	\$2,626,931	\$3,179,493	\$3,118,307	3,118,307	3,118,307
Materials & Services						
6000 Office Supplies	9,549	10,953	13,250	13,000	13,000	13,000
6001 Communications Services	9,568	13,610	13,800	11,000	11,000	11,000
6002 Travel/Training/Dues	20,766	16,476	28,000	25,000	25,000	25,000
6003 Postage	85	331	1,350	2,150	2,150	2,150
6004 Program Supplies/Materials	2,528	4,671	6,000	7,000	7,000	7,000
6005 Advertising/Promotion	9,751	6,117	5,200	10,500	10,500	10,500
6006 Tuition Reimbursement	603	3,803	2,800	-	-	-
6007 Printing	1,950	2,165	5,400	5,000	5,000	5,000
6100 Contractual Services	147,757	160,743	436,500	182,000	757,000	757,000
6101 Other Services	783	935	1,650	650	650	650
6200 Fuel/Oil	37,512	26,997	45,000	34,500	34,500	34,500
6201 Fleet Maintenance	4,954	10,703	2,000	1,500	1,500	1,500
6300 Uniforms	3,518	1,163	5,500	3,500	3,500	3,500
6301 Safety Supplies	6,337	743	2,700	2,050	2,050	2,050
6400 Utilities	179	-	-	-	-	-
6402 Maintenance Supplies	29,397	19,484	51,800	44,800	44,800	44,800
6403 Small Tools and Equipment	5,496	11,347	10,000	20,100	20,100	20,100
6409 Computer Software	1,429	2,588	2,500	7,000	7,000	7,000
6410 Computer Hardware	9,485	4,731	5,600	1,000	1,000	1,000
6411 Communications Equipment	-	1,009	900	2,000	2,000	2,000
6412 Equipment Rental	12,582	8,255	10,000	3,000	3,000	3,000
6413 Landfill Fees	62,923	45,072	47,200	51,950	51,950	51,950
6415 Pipe and Supply	8,671	2,353	21,500	10,000	10,000	10,000
6416 Equipment Maintenance	15,321	16,858	16,400	21,900	21,900	21,900
6419 Personal Protective Equipment	3,647	5,137	5,500	4,500	4,500	4,500
Total Materials & Services	\$404,791	\$376,244	\$740,550	\$464,100	1,039,100	1,039,100
Capital Outlay						
7000 Automotive and Equipment	22,087	8,013	-	23,333	23,333	23,333
7002 Non-License Appar and Equipme	-	12,680	45,000	-	-	-
7020 Computer Hardware	2,399	5,662	-	-	-	-
7030 Facilities and Improvements	956	-	5,000	5,000	5,000	5,000
7050 Capital Reserve	-	-	411,684	1,008,101	433,101	433,101
Total Capital Outlay	\$25,442	\$26,355	\$461,684	\$1,036,434	461,434	461,434



Surface Water Mgmt Fund (520)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Special Payments						
8002 Miscellaneous Refunds	-	-	5,250	5,250	5,250	5,250
8008 Facilities Depreciation	19,008	20,883	38,823	40,951	40,951	40,951
8009 Support Services Charge	613,845	660,159	838,734	925,117	925,117	925,117
8010 Equipment Depreciation	28,580	28,580	35,502	35,298	35,298	35,298
8011 Facilities Charge	85,717	89,113	158,926	175,414	175,414	175,414
8018 Insurance	17,650	15,899	18,533	18,533	18,533	18,533
8022 Bad Debt Expense	-	-	1,300	1,300	1,300	1,300
8023 Collection Expense	-	-	2,100	2,100	2,100	2,100
8024 Fleet Services Charge	76,880	115,225	136,840	136,840	136,840	136,840
8026 CWS Payments	1,344,789	1,482,912	1,650,002	1,640,000	1,640,000	1,640,000
8055 Franchise Fee Payments	185,989	205,485	274,400	230,000	230,000	230,000
Total Special Payments	\$2,372,458	\$2,618,256	\$3,160,410	\$3,210,803	3,210,803	3,210,803
Transfers						
8200 Transfer to Econ Dev	20,000	20,000	-	-	-	-
8202 Transfer to Support Services	-	-	25,000	25,000	25,000	25,000
8203 Transfer to General Fund	75,000	75,000	75,000	75,000	75,000	75,000
8220 Transfer to Planning	25,000	25,000	25,000	25,000	25,000	25,000
8228 Transfer to SWM Depreciation Fu	333,288	614,952	416,173	60,856	60,856	60,856
Total Transfers	\$453,288	\$734,952	\$541,173	\$185,856	185,856	185,856
Unapprop Fund Bal						
8500 Unapprop Fund Balance	1,041,843	1,168,496	-	-	-	-
Total Unapprop Fund Bal	\$1,041,843	\$1,168,496	\$0	\$0	\$0	\$0
Total Requirements	\$6,750,241	\$7,551,234	\$8,083,310	\$8,015,500	8,015,500	8,015,500

SWM Depreciation Fund (522)

This fund serves as a reserve to fund future fleet vehicles and equipment replacement. Fund resources include transfers from Surface Water Management Fund and interest income.

SWM Depreciation Fund (522) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	403,869	582,863	742,000	1,120,000	378,000	51%
Interest	1,964	4,903	2,700	7,277	4,577	170%
Other Financing Src	333,288	614,952	416,173	60,856	(355,317)	-85%
Total SWM Depreciation Fund	\$739,121	\$1,202,718	\$1,160,873	\$1,188,133	\$27,260	2%

SWM Depreciation Fund (522) by Category

Personnel Services	25,246	1,144	-	-	-	0%
Materials & Services	2,682	64	41,200	-	(41,200)	-100%
Capital Outlay	128,330	17,574	1,119,673	1,127,277	7,604	1%
Transfers	-	444,675	-	60,856	60,856	0%
Unapprop Fund Bal	582,863	739,261	-	-	-	0%
Total SWM Depreciation Fund	\$739,121	\$1,202,718	\$1,160,873	\$1,188,133	\$27,260	2%

SWM Depreciation Fund (522) by Department

Public Works	739,121	1,202,718	1,160,873	1,188,133	27,260	2%
Total SWM Depreciation Fund	\$739,121	\$1,202,718	\$1,160,873	\$1,188,133	\$27,260	2%



SWM Depreciation Fund (522)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	1,964	4,903	2,700	7,277	7,277	7,277
Total Interest	\$1,964	\$4,903	\$2,700	\$7,277	7,277	7,277
Other Financing Src						
4455 Transfer from SWM Fund	333,288	614,952	416,173	60,856	60,856	60,856
Total Other Financing Src	\$333,288	\$614,952	\$416,173	\$60,856	60,856	60,856
Beginning Work Cap						
4800 Beginning Working Capital	403,869	582,863	742,000	1,120,000	1,120,000	1,120,000
Total Beginning Work Cap	\$403,869	\$582,863	\$742,000	\$1,120,000	1,120,000	1,120,000
Total Resources	\$739,121	\$1,202,718	\$1,160,873	\$1,188,133	1,188,133	1,188,133

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	16,763	716	-	-	-	-
5005 Salaries - Part-Time	-	88	-	-	-	-
5301 Med/Den/Vis Insurance	4,259	132	-	-	-	-
5303 PERS	1,432	121	-	-	-	-
5308 VEBA	334	14	-	-	-	-
5309 PERS Stabilization	503	-	-	-	-	-
5399 Other Benefits and Taxes	1,955	73	-	-	-	-
Total Personnel Services	\$25,246	\$1,144	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	2,667	-	41,200	-	-	-
6101 Other Services	-	64	-	-	-	-
6413 Landfill Fees	15	-	-	-	-	-
Total Materials & Services	\$2,682	\$64	\$41,200	\$0	\$0	\$0
Capital Outlay						
7000 Automotive and Equipment	-	-	42,000	-	-	-
7040 Construction - Infrastructure	128,330	17,574	248,000	-	-	-
7050 Capital Reserve	-	-	829,673	1,127,277	1,127,277	1,127,277
Total Capital Outlay	\$128,330	\$17,574	\$1,119,673	\$1,127,277	1,127,277	1,127,277
Transfers						
8209 Transfer to Facilities Managemen	-	444,675	-	60,856	60,856	60,856
Total Transfers	\$0	\$444,675	\$0	\$60,856	60,856	60,856
Unapprop Fund Bal						
8500 Unapprop Fund Balance	582,863	739,261	-	-	-	-
Total Unapprop Fund Bal	\$582,863	\$739,261	\$0	\$0	\$0	\$0
Total Requirements	\$739,121	\$1,202,718	\$1,160,873	\$1,188,133	1,188,133	1,188,133

SWM System Development Charges 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	6,252,978	5,141,387	1,251,500	1,079,000	(172,500)	-14%
Interest	24,294	11,223	20,000	4,800	(15,200)	-76%
Systems Development	380,880	440,188	338,500	510,000	171,500	51%
Total SWM SDC Fund	\$6,658,152	\$5,592,798	\$1,610,000	\$1,593,800	(\$16,200)	-1%

SWM SDC Fund (524) by Category

Personnel Services	20,801	8,703	-	-	-	0%
Materials & Services	11,804	78,498	1,200,282	719,500	(480,782)	-40%
Capital Outlay	1,484,160	310,501	304,775	700,581	395,806	130%
Transfers	-	3,734,683	104,943	173,719	68,776	66%
Unapprop Fund Bal	5,141,387	1,460,413	-	-	-	0%
Total SWM SDC Fund	\$6,658,152	\$5,592,798	\$1,610,000	\$1,593,800	(\$16,200)	-1%

SWM SDC Fund (524) by Department

Public Works	6,658,152	5,592,798	1,610,000	1,593,800	(16,200)	-1%
Total SWM SDC Fund	\$6,658,152	\$5,592,798	\$1,610,000	\$1,593,800	(\$16,200)	-1%



SWM SDC Fund (524)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	24,294	11,223	20,000	4,800	4,800	4,800
Total Interest	\$24,294	\$11,223	\$20,000	\$4,800	4,800	4,800
Systems Development						
4410 Systems Development Charges	499	-	-	-	-	-
4415 SDC in Lieu - Quality	18,844	101,404	40,000	50,000	50,000	50,000
4416 SDC in Lieu - Quantity	361,537	338,784	298,500	460,000	460,000	460,000
Total Systems Development	\$380,880	\$440,188	\$338,500	\$510,000	510,000	510,000
Beginning Work Cap						
4800 Beginning Working Capital	6,252,978	5,141,387	1,251,500	1,079,000	1,079,000	1,079,000
Total Beginning Work Cap	\$6,252,978	\$5,141,387	\$1,251,500	\$1,079,000	1,079,000	1,079,000
Total Resources	\$6,658,152	\$5,592,798	\$1,610,000	\$1,593,800	1,593,800	1,593,800

SWM SDC Fund (524)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	13,942	6,022	-	-	-	-
5010 Extra Labor	191	-	-	-	-	-
5301 Med/Den/Vis Insurance	2,701	1,072	-	-	-	-
5303 PERS	1,716	913	-	-	-	-
5308 VEBA	279	119	-	-	-	-
5309 PERS Stabilization	421	-	-	-	-	-
5399 Other Benefits and Taxes	1,551	577	-	-	-	-
Total Personnel Services	\$20,801	\$8,703	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	11,741	78,406	1,200,282	719,500	719,500	719,500
6101 Other Services	63	92	-	-	-	-
Total Materials & Services	\$11,804	\$78,498	\$1,200,282	\$719,500	719,500	719,500
Capital Outlay						
7035 Land	18,900	-	-	60,000	60,000	60,000
7040 Construction - Infrastructure	1,465,260	310,501	278,500	354,800	354,800	354,800
7050 Capital Reserve	-	-	26,275	285,781	285,781	285,781
Total Capital Outlay	\$1,484,160	\$310,501	\$304,775	\$700,581	700,581	700,581
Transfers						
8209 Transfer to Facilities Managemen	-	3,734,683	104,943	173,719	173,719	173,719
Total Transfers	\$0	\$3,734,683	\$104,943	\$173,719	173,719	173,719
Unapprop Fund Bal						
8500 Unapprop Fund Balance	5,141,387	1,460,413	-	-	-	-
Total Unapprop Fund Bal	\$5,141,387	\$1,460,413	\$0	\$0	\$0	\$0
Total Requirements	\$6,658,152	\$5,592,798	\$1,610,000	\$1,593,800	1,593,800	1,593,800

SWM Local Service Fee (526)

Effective January 2015, a local service fee was established for surface water management services to raise revenue needed to fund continued investment in the repair, replacement and upgrade of aging infrastructure, and to maintain compliance with Federal, State and local permit requirements. The fee was established at a rate of \$1.00 per equivalent service unit (ESU) per month. This fund was created to track the receipt and expense of these fees.

SWM Local Service Fee (526) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	353,764	1,070,000	927,000	(143,000)	-13%
Charges for Services	363,965	853,501	834,450	761,540	(72,910)	-9%
Interest	973	5,886	2,100	9,282	7,182	342%
Total SWM Local Service Fee	\$364,938	\$1,213,151	\$1,906,550	\$1,697,822	(\$208,728)	-11%

SWM Local Service Fee (526) by Category

Personnel Services	-	9,026	-	-	-	0%
Materials & Services	-	59,322	354,000	303,300	(50,700)	-14%
Capital Outlay	-	16,865	1,517,087	1,367,868	(149,219)	-10%
Special Payments	11,174	28,497	35,463	26,654	(8,809)	-25%
Unapprop Fund Bal	353,764	1,099,441	-	-	-	0%
Total SWM Local Service Fee	\$364,938	\$1,213,151	\$1,906,550	\$1,697,822	(\$208,728)	-11%

SWM Local Service Fee (526) by Department

Public Works	364,938	1,213,151	1,906,550	1,697,822	(208,728)	-11%
Total SWM Local Service Fee	\$364,938	\$1,213,151	\$1,906,550	\$1,697,822	(\$208,728)	-11%



SWM Local Service Fee (526)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4174 SWM Billings	363,965	853,501	834,450	761,540	761,540	761,540
Total Charges for Services	\$363,965	\$853,501	\$834,450	\$761,540	761,540	761,540
Interest						
4200 Interest Earned	973	5,886	2,100	9,282	9,282	9,282
Total Interest	\$973	\$5,886	\$2,100	\$9,282	9,282	9,282
Beginning Work Cap						
4800 Beginning Working Capital	-	353,764	1,070,000	927,000	927,000	927,000
Total Beginning Work Cap	\$0	\$353,764	\$1,070,000	\$927,000	927,000	927,000
Total Resources	\$364,938	\$1,213,151	\$1,906,550	\$1,697,822	1,697,822	1,697,822

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	-	5,888	-	-	-	-
5301 Med/Den/Vis Insurance	-	1,588	-	-	-	-
5303 PERS	-	708	-	-	-	-
5308 VEBA	-	117	-	-	-	-
5399 Other Benefits and Taxes	-	725	-	-	-	-
Total Personnel Services	\$0	\$9,026	\$0	\$0	\$0	\$0
Materials & Services						
6100 Contractual Services	-	58,148	354,000	303,300	303,300	303,300
6402 Maintenance Supplies	-	379	-	-	-	-
6413 Landfill Fees	-	795	-	-	-	-
Total Materials & Services	\$0	\$59,322	\$354,000	\$303,300	303,300	303,300
Capital Outlay						
7035 Land	-	-	-	20,000	20,000	20,000
7040 Construction - Infrastructure	-	16,865	731,700	1,101,700	1,101,700	1,101,700
7050 Capital Reserve	-	-	785,387	246,168	246,168	246,168
Total Capital Outlay	\$0	\$16,865	\$1,517,087	\$1,367,868	1,367,868	1,367,868
Special Payments						
8055 Franchise Fee Payments	11,174	28,497	35,463	26,654	26,654	26,654
Total Special Payments	\$11,174	\$28,497	\$35,463	\$26,654	26,654	26,654
Unapprop Fund Bal						
8500 Unapprop Fund Balance	353,764	1,099,441	-	-	-	-
Total Unapprop Fund Bal	\$353,764	\$1,099,441	\$0	\$0	\$0	\$0
Total Requirements	\$364,938	\$1,213,151	\$1,906,550	\$1,697,822	1,697,822	1,697,822

Other Enterprise Funds



Other Enterprise Funds

Summary

Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Property Management Fund (530)	99,235	103,332	87,300	100,600	13,300	15%
ITF Fund (712)	360,440	373,182	308,300	280,900	(27,400)	-9%
Total Other Enterprise Funds	\$459,675	\$476,514	\$395,600	\$381,500	(\$14,100)	-4%

Resources by Category

Beginning Work Cap	259,096	226,311	165,400	140,100	(25,300)	-15%
Licenses and Permits	3,993	4,296	3,500	3,800	300	9%
Fines and Forfeiture	13,953	22,168	13,000	24,000	11,000	85%
Interest	1,698	1,570	1,900	500	(1,400)	-74%
Miscellaneous	180,935	222,169	211,800	213,100	1,300	1%
Total Other Enterprise Funds	\$459,675	\$476,514	\$395,600	\$381,500	(\$14,100)	-4%

Requirements by Category

Materials & Services	233,364	228,613	336,800	352,100	15,300	5%
Capital Outlay	-	67,446	25,000	-	(25,000)	-100%
Contingency	-	-	33,800	29,400	(4,400)	-13%
Unapprop Fund Bal	226,311	180,455	-	-	-	0%
Total Other Enterprise Funds	\$459,675	\$476,514	\$395,600	\$381,500	(\$14,100)	-4%

Property Management Fund (530)

The Property Management Fund accounts for revenues and operating costs for off-street parking facilities and other properties.

Property Management Fund (530) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	80,937	76,427	70,400	72,400	2,000	3%
Licenses and Permits	3,993	4,296	3,500	3,800	300	9%
Fines and Forfeiture	13,953	22,168	13,000	24,000	11,000	85%
Interest	352	441	400	400	-	0%
Total Property Management Fund	\$99,235	\$103,332	\$87,300	\$100,600	\$13,300	15%

Property Management Fund (530) by Category

Materials & Services	22,808	27,384	87,300	100,600	13,300	15%
Unapprop Fund Bal	76,427	75,948	-	-	-	0%
Total Property Management Fund	\$99,235	\$103,332	\$87,300	\$100,600	\$13,300	15%

Property Management Fund (530) by Department

Public Works	99,235	103,332	87,300	100,600	13,300	15%
Total Property Management Fund	\$99,235	\$103,332	\$87,300	\$100,600	\$13,300	15%



Property Management Fund (530)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Licenses and Permits						
4125 Downtown Maintenance Fees	3,993	4,296	3,500	3,800	3,800	3,800
Total Licenses and Permits	\$3,993	\$4,296	\$3,500	\$3,800	3,800	3,800
Fines and Forfeiture						
4132 Parking Fines	13,953	22,168	13,000	24,000	24,000	24,000
Total Fines and Forfeiture	\$13,953	\$22,168	\$13,000	\$24,000	24,000	24,000
Interest						
4200 Interest Earned	352	441	400	400	400	400
Total Interest	\$352	\$441	\$400	\$400	400	400
Beginning Work Cap						
4800 Beginning Working Capital	80,937	76,427	70,400	72,400	72,400	72,400
Total Beginning Work Cap	\$80,937	\$76,427	\$70,400	\$72,400	72,400	72,400
Total Resources	\$99,235	\$103,332	\$87,300	\$100,600	100,600	100,600

Property Management Fund (530)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	-	-	57,300	65,600	65,600	65,600
6400 Utilities	22,808	27,384	30,000	35,000	35,000	35,000
Total Materials & Services	\$22,808	\$27,384	\$87,300	\$100,600	100,600	100,600
Unapprop Fund Bal						
8500 Unapprop Fund Balance	76,427	75,948	-	-	-	-
Total Unapprop Fund Bal	\$76,427	\$75,948	\$0	\$0	\$0	\$0
Total Requirements	\$99,235	\$103,332	\$87,300	\$100,600	100,600	100,600

Intermodal Transit Facility Fund (712)

The Intermodal Transit Facility (ITF) Fund was created in FY 2010-11 to maintain the City’s 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	178,159	149,884	95,000	67,700	(27,300)	-29%
Interest	1,346	1,129	1,500	100	(1,400)	-93%
Miscellaneous	180,935	222,169	211,800	213,100	1,300	1%
Total ITF Fund	\$360,440	\$373,182	\$308,300	\$280,900	(\$27,400)	-9%

ITF Fund (712) by Category

Materials & Services	210,556	201,229	249,500	251,500	2,000	1%
Capital Outlay	-	67,446	25,000	-	(25,000)	-100%
Contingency	-	-	33,800	29,400	(4,400)	-13%
Unapprop Fund Bal	149,884	104,507	-	-	-	0%
Total ITF Fund	\$360,440	\$373,182	\$308,300	\$280,900	(\$27,400)	-9%

ITF Fund (712) by Department

Facilities	360,440	373,182	308,300	280,900	(27,400)	-9%
Total ITF Fund	\$360,440	\$373,182	\$308,300	\$280,900	(\$27,400)	-9%



ITF Fund (712)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	1,346	1,129	1,500	100	100	100
Total Interest	\$1,346	\$1,129	\$1,500	\$100	100	100
Miscellaneous						
4605 Partner Payments	63,670	83,412	75,400	77,000	77,000	77,000
4600 Miscellaneous Income	54,164	48,727	60,150	61,100	61,100	61,100
4610 Leasehold Revenues	63,101	90,030	76,250	75,000	75,000	75,000
Total Miscellaneous	\$180,935	\$222,169	\$211,800	\$213,100	213,100	213,100
Beginning Work Cap						
4800 Beginning Working Capital	178,159	149,884	95,000	67,700	67,700	67,700
Total Beginning Work Cap	\$178,159	\$149,884	\$95,000	\$67,700	67,700	67,700
Total Resources	\$360,440	\$373,182	\$308,300	\$280,900	280,900	280,900

ITF Fund (712)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	8,863	8,939	9,500	9,500	9,500	9,500
6100 Contractual Services	113,505	105,545	112,500	112,500	112,500	112,500
6102 Maintenance Contracts	6,282	161	11,000	11,000	11,000	11,000
6103 Janitorial Expense	30,849	31,827	39,000	40,000	40,000	40,000
6400 Utilities	46,009	48,549	55,000	56,000	56,000	56,000
6402 Maintenance Supplies	3,228	4,871	13,000	13,000	13,000	13,000
6430 Insurance	-	-	6,000	6,000	6,000	6,000
6432 Janitorial Supplies	1,820	1,337	3,500	3,500	3,500	3,500
Total Materials & Services	\$210,556	\$201,229	\$249,500	\$251,500	251,500	251,500
Capital Outlay						
7030 Facilities and Improvements	-	67,446	25,000	-	-	-
Total Capital Outlay	\$0	\$67,446	\$25,000	\$0	\$0	\$0
Contingency						
8300 Contingency	-	-	33,800	29,400	29,400	29,400
Total Contingency	\$0	\$0	\$33,800	\$29,400	29,400	29,400
Unapprop Fund Bal						
8500 Unapprop Fund Balance	149,884	104,507	-	-	-	-
Total Unapprop Fund Bal	\$149,884	\$104,507	\$0	\$0	\$0	\$0
Total Requirements	\$360,440	\$373,182	\$308,300	\$280,900	280,900	280,900

Trust and Agency Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Broadband Users Group (610)	787,294	875,575	1,065,517	694,406	(371,111)	-35%
PPDS Users Group (620)	17,358	15,578	28,500	40,015	11,515	40%
Library Board Agency Fund (640)	281,997	255,465	281,800	204,700	(77,100)	-27%
Cemetery Endowment Fund (650)	9,004	9,059	9,200	9,170	(30)	0%
Jackson Bottom Preserve (670)	211,662	169,868	195,300	-	(195,300)	-100%
Total Trust & Agency Funds	\$1,307,315	\$1,325,545	\$1,580,317	\$948,291	(\$632,026)	-40%

Resources by Category

Beginning Work Cap	416,583	478,779	670,857	354,490	(316,367)	-47%
Charges for Services	7,315	-	-	-	-	0%
Interest	3,057	4,218	3,050	3,350	300	10%
Grants and Donations	420,663	394,938	503,400	196,500	(306,900)	-61%
Miscellaneous	459,697	447,610	403,010	393,951	(9,059)	-2%
Total Trust & Agency Funds	\$1,307,315	\$1,325,545	\$1,580,317	\$948,291	(\$632,026)	-40%

Requirements by Category

Materials & Services	647,786	592,672	802,132	588,651	(213,481)	-27%
Capital Outlay	180,750	167,707	379,507	10,000	(369,507)	-97%
Special Payments	-	-	112,300	-	(112,300)	-100%
Contingency	-	-	277,178	-	(277,178)	-100%
Unapprop Fund Bal	478,779	565,166	9,200	349,640	340,440	3700%
Total Trust & Agency Funds	\$1,307,315	\$1,325,545	\$1,580,317	\$948,291	(\$632,026)	-40%

Budget by Department

Parks and Recreation	211,662	169,868	195,300	-	(87,985)	-45%
Information Services	804,652	891,153	1,094,017	734,421	(359,596)	-33%
Library Board	281,997	255,465	281,800	204,700	(77,100)	-27%
Cemetery Trust	9,004	9,059	9,200	9,170	(30)	0%
Total Trust & Agency Funds	\$1,307,315	\$1,325,545	\$1,580,317	\$948,291	(\$524,711)	-33%

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	179,824	214,412	378,507	328,455	(50,052)	-13%
Interest	1,601	2,688	1,500	3,000	1,500	100%
Grants and Donations	158,026	222,700	310,000	-	(310,000)	-100%
Miscellaneous	447,843	435,775	375,510	362,951	(12,559)	-3%
Total Broadband Users Group	\$787,294	\$875,575	\$1,065,517	\$694,406	(\$371,111)	-35%

Broadband Users Group (610) by Category

Materials & Services	392,132	345,207	409,832	352,951	(56,881)	-14%
Capital Outlay	180,750	167,707	379,507	10,000	(369,507)	-97%
Contingency	-	-	276,178	-	(276,178)	-100%
Unapprop Fund Bal	214,412	362,661	-	331,455	331,455	0%
Total Broadband Users Group	\$787,294	\$875,575	\$1,065,517	\$694,406	(\$371,111)	-35%

Broadband Users Group (610) by Department

Information Services	787,294	875,575	1,065,517	694,406	(371,111)	-35%
Total Broadband Users Group	\$787,294	\$875,575	\$1,065,517	\$694,406	(\$371,111)	-35%



Broadband Users Group (610)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	1,601	2,688	1,500	3,000	3,000	3,000
Total Interest	\$1,601	\$2,688	\$1,500	\$3,000	3,000	3,000
Grants and Donations						
4277 Grants - Other	158,026	222,700	310,000	-	-	-
Total Grants and Donations	\$158,026	\$222,700	\$310,000	\$0	\$0	\$0
Miscellaneous						
4605 Partner Payments	447,843	435,775	375,510	362,951	362,951	362,951
Total Miscellaneous	\$447,843	\$435,775	\$375,510	\$362,951	362,951	362,951
Beginning Work Cap						
4800 Beginning Working Capital	179,824	214,412	378,507	328,455	328,455	328,455
Total Beginning Work Cap	\$179,824	\$214,412	\$378,507	\$328,455	328,455	328,455
Total Resources	\$787,294	\$875,575	\$1,065,517	\$694,406	694,406	694,406

Broadband Users Group (610)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	6,735	-	-	-	-	-
6001 Communications Services	135,923	142,738	45,500	66,500	66,500	66,500
6100 Contractual Services	176,371	134,706	272,432	215,551	215,551	215,551
6416 Equipment Maintenance	73,103	67,763	91,900	70,900	70,900	70,900
Total Materials & Services	\$392,132	\$345,207	\$409,832	\$352,951	352,951	352,951
Capital Outlay						
7025 Network Hardware	180,750	167,707	379,507	10,000	10,000	10,000
Total Capital Outlay	\$180,750	\$167,707	\$379,507	\$10,000	10,000	10,000
Contingency						
8300 Contingency	-	-	276,178	-	-	-
Total Contingency	\$0	\$0	\$276,178	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	214,412	362,661	-	331,455	331,455	331,455
Total Unapprop Fund Bal	\$214,412	\$362,661	\$0	\$331,455	331,455	331,455
Total Requirements	\$787,294	\$875,575	\$1,065,517	\$694,406	694,406	694,406

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	5,520	3,726	1,000	8,915	7,915	792%
Interest	3	17	-	100	100	0%
Miscellaneous	11,835	11,835	27,500	31,000	3,500	13%
Total PPDS Users Group	\$17,358	\$15,578	\$28,500	\$40,015	\$11,515	40%

PPDS Users Group (620) by Category

Materials & Services	13,632	13,558	27,500	31,000	3,500	13%
Contingency	-	-	1,000	-	(1,000)	-100%
Unapprop Fund Bal	3,726	2,020	-	9,015	9,015	0%
Total PPDS Users Group	\$17,358	\$15,578	\$28,500	\$40,015	\$11,515	40%

PPDS Users Group (620) by Department

Information Services	17,358	15,578	28,500	40,015	11,515	40%
Total PPDS Users Group	\$17,358	\$15,578	\$28,500	\$40,015	\$11,515	40%



PPDS Users Group (620)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	3	17	-	100	100	100
Total Interest	\$3	\$17	\$0	\$100	100	100
Miscellaneous						
4605 Partner Payments	11,835	11,835	27,500	31,000	31,000	31,000
Total Miscellaneous	\$11,835	\$11,835	\$27,500	\$31,000	31,000	31,000
Beginning Work Cap						
4800 Beginning Working Capital	5,520	3,726	1,000	8,915	8,915	8,915
Total Beginning Work Cap	\$5,520	\$3,726	\$1,000	\$8,915	8,915	8,915
Total Resources	\$17,358	\$15,578	\$28,500	\$40,015	40,015	40,015

PPDS Users Group (620)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6001 Communications Services	2,840	2,840	-	-	-	-
6100 Contractual Services	9,656	9,798	10,000	12,000	12,000	12,000
6416 Equipment Maintenance	1,136	920	17,500	19,000	19,000	19,000
Total Materials & Services	\$13,632	\$13,558	\$27,500	\$31,000	31,000	31,000
Contingency						
8300 Contingency	-	-	1,000	-	-	-
Total Contingency	\$0	\$0	\$1,000	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,726	2,020	-	9,015	9,015	9,015
Total Unapprop Fund Bal	\$3,726	\$2,020	\$0	\$9,015	9,015	9,015
Total Requirements	\$17,358	\$15,578	\$28,500	\$40,015	40,015	40,015

Library Board Agency Fund (640)

This fund accounts for fundraising activities of the Library Board.

Library Board Agency Fund (640) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	84,943	100,732	118,000	8,000	(110,000)	-93%
Interest	494	506	500	200	(300)	-60%
Grants and Donations	196,541	154,227	163,300	196,500	33,200	20%
Miscellaneous	19	-	-	-	-	0%
Total Library Board Agency Fund	\$281,997	\$255,465	\$281,800	\$204,700	(\$77,100)	-27%

Library Board Agency Fund (640) by Category

Materials & Services	181,265	219,048	281,800	204,700	(77,100)	-27%
Unapprop Fund Bal	100,732	36,417	-	-	-	0%
Total Library Board Agency Fund	\$281,997	\$255,465	\$281,800	\$204,700	(\$77,100)	-27%

Library Board Agency Fund (640) by Department

Library Board	281,997	255,465	281,800	204,700	(77,100)	-27%
Total Library Board Agency Fund	\$281,997	\$255,465	\$281,800	\$204,700	(\$77,100)	-27%



Library Board Agency Fund (640)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	494	506	500	200	200	200
Total Interest	\$494	\$506	\$500	\$200	200	200
Grants and Donations						
4270 Donations	43,436	30,585	66,700	93,000	93,000	93,000
4280 Memorials and Grants	100,510	90,423	65,600	75,500	75,500	75,500
4281 Re-orders	32,386	29,172	28,000	28,000	28,000	28,000
4282 Board Discretionary	16,913	100	-	-	-	-
4283 Reorders Self Checkout	3,296	3,947	3,000	-	-	-
Total Grants and Donations	\$196,541	\$154,227	\$163,300	\$196,500	196,500	196,500
Miscellaneous						
4600 Miscellaneous Income	19	-	-	-	-	-
Total Miscellaneous	\$19	\$0	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	84,943	100,732	118,000	8,000	8,000	8,000
Total Beginning Work Cap	\$84,943	\$100,732	\$118,000	\$8,000	8,000	8,000
Total Resources	\$281,997	\$255,465	\$281,800	\$204,700	204,700	204,700

Library Board Agency Fund (640)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6426 Memorials and Grants	112,014	114,477	117,400	75,500	75,500	75,500
6427 Re-orders	11,970	38,475	31,000	28,000	28,000	28,000
6428 Library Board Donations	36,940	35,461	56,500	93,000	93,000	93,000
6429 Library Board Discretionary	20,341	30,635	76,900	8,200	8,200	8,200
Total Materials & Services	\$181,265	\$219,048	\$281,800	\$204,700	204,700	204,700
Unapprop Fund Bal						
8500 Unapprop Fund Balance	100,732	36,417	-	-	-	-
Total Unapprop Fund Bal	\$100,732	\$36,417	\$0	\$0	\$0	\$0
Total Requirements	\$281,997	\$255,465	\$281,800	\$204,700	204,700	204,700

Cemetery Endowment Fund (650)

This fund is used to account for endowments and related interest income. The resources are used to help maintain the Pioneer Cemetery.

Cemetery Endowment Fund (650) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	8,910	9,004	9,050	9,120	70	1%
Interest	44	55	50	50	-	0%
Grants and Donations	50	-	100	-	(100)	-100%
Total Cemetery Endowment Fund	\$9,004	\$9,059	\$9,200	\$9,170	(\$30)	0%

Cemetery Endowment Fund (650) by Category

Unapprop Fund Bal	9,004	9,059	9,200	9,170	(30)	0%
Total Cemetery Endowment Fund	\$9,004	\$9,059	\$9,200	\$9,170	(\$30)	0%

Cemetery Endowment Fund (650) by Department

Cemetery Trust	9,004	9,059	9,200	9,170	(30)	0%
Total Cemetery Endowment Fund	\$9,004	\$9,059	\$9,200	\$9,170	(\$30)	0%



Cemetery Endowment Fund (650)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	44	55	50	50	50	50
Total Interest	\$44	\$55	\$50	\$50	50	50
Grants and Donations						
4270 Donations	50	-	100	-	-	-
Total Grants and Donations	\$50	\$0	\$100	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	8,910	9,004	9,050	9,120	9,120	9,120
Total Beginning Work Cap	\$8,910	\$9,004	\$9,050	\$9,120	9,120	9,120
Total Resources	\$9,004	\$9,059	\$9,200	\$9,170	9,170	9,170

Cemetery Endowment Fund (650)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Unapprop Fund Bal						
8500 Unapprop Fund Balance	9,004	9,059	9,200	9,170	9,170	9,170
Total Unapprop Fund Bal	\$9,004	\$9,059	\$9,200	\$9,170	9,170	9,170
Total Requirements	\$9,004	\$9,059	\$9,200	\$9,170	9,170	9,170

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	137,386	150,905	164,300	-	(164,300)	-100%
Charges for Services	7,315	-	-	-	-	0%
Interest	915	952	1,000	-	(1,000)	-100%
Grants and Donations	66,046	18,011	30,000	-	(30,000)	-100%
Total Jackson Bottom Preserve	\$211,662	\$169,868	\$195,300	\$0	(\$195,300)	-100%

Jackson Bottom Preserve (670) by Category

Materials & Services	60,757	14,859	83,000	-	(83,000)	-100%
Special Payments	-	-	112,300	-	(112,300)	-100%
Contingency	-	-	-	-	-	0%
Unapprop Fund Bal	150,905	155,009	-	-	-	0%
Total Jackson Bottom Preserve	\$211,662	\$169,868	\$195,300	\$0	(\$195,300)	-100%

Jackson Bottom Preserve (670) by Department

Parks and Recreation	211,662	169,868	195,300	-	(195,300)	-100%
Total Jackson Bottom Preserve	\$211,662	\$169,868	\$195,300	\$0	(\$195,300)	-100%



Jackson Bottom Preserve (670)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4126 Resale/Concession Fees	7,315	-	-	-	-	-
Total Charges for Services	\$7,315	\$0	\$0	\$0	\$0	\$0
Interest						
4200 Interest Earned	915	952	1,000	750	750	-
Total Interest	\$915	\$952	\$1,000	\$750	750	\$0
Grants and Donations						
4270 Donations	66,046	18,011	30,000	30,000	30,000	-
Total Grants and Donations	\$66,046	\$18,011	\$30,000	\$30,000	30,000	\$0
Beginning Work Cap						
4800 Beginning Working Capital	137,386	150,905	164,300	76,565	76,565	-
Total Beginning Work Cap	\$137,386	\$150,905	\$164,300	\$76,565	76,565	\$0
Total Resources	\$211,662	\$169,868	\$195,300	\$107,315	107,315	\$0

Jackson Bottom Preserve (670)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	-	-	5,000	5,000	5,000	-
6004 Program Supplies/Materials	2,584	6,701	60,000	60,000	60,000	-
6100 Contractual Services	5,308	3,769	-	20,000	20,000	-
6101 Other Services	4,068	3,071	5,000	5,000	5,000	-
6300 Uniforms	4,113	-	8,000	8,000	8,000	-
6301 Safety Supplies	44,684	1,318	5,000	5,000	5,000	-
Total Materials & Services	\$60,757	\$14,859	\$83,000	\$103,000	103,000	\$0
Special Payments						
8006 Other Services	-	-	35,482	-	-	-
8030 Payments to Other Gov't	-	-	76,818	-	-	-
Total Special Payments	\$0	\$0	\$112,300	\$0	\$0	\$0
Contingency						
8300 Contingency	-	-	-	4,315	4,315	-
Total Contingency	\$0	\$0	\$0	\$4,315	4,315	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	150,905	155,009	-	-	-	-
Total Unapprop Fund Bal	\$150,905	\$155,009	\$0	\$0	\$0	\$0
Total Requirements	\$211,662	\$169,868	\$195,300	\$107,315	107,315	\$0

Internal Service Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Strategic Inv Program Fund (320)	9,086,010	12,059,287	12,120,458	16,807,248	4,686,790	39%
Support Services Fund (700)	14,541,528	16,435,830	19,681,860	20,903,361	1,221,501	6%
Sustainability Revolving Fund (702)	93,488	86,370	94,700	120,867	26,167	28%
Facilities Management Fund (710)	21,222,210	25,705,440	41,227,083	36,887,805	(4,339,278)	-11%
Risk Management Fund (740)	2,429,927	2,517,505	2,754,000	3,247,216	493,216	18%
Loss Reserve Fund (745)	800,000	900,000	900,000	900,000	-	0%
Fleet Management Fund (750)	2,778,672	4,077,329	4,881,800	6,073,900	1,192,100	24%
Copier Program Fund (760)	543,188	550,434	604,000	537,000	(67,000)	-11%
Total Internal Service Funds	\$51,495,023	\$62,332,195	\$82,263,901	\$85,477,397	\$3,213,496	4%

Resources by Category

Beginning Work Cap	18,286,161	9,071,126	14,002,030	28,877,439	14,875,409	106%
Charges for Services	20,822,279	21,496,424	24,870,652	26,844,571	1,973,919	8%
Interest	59,048	95,127	68,900	101,500	32,600	47%
Grants and Donations	183,254	380,678	644,845	-	(644,845)	-100%
Other Financing Src	2,560,100	20,492,960	18,992,279	14,233,876	(4,758,403)	-25%
Miscellaneous	7,733,738	9,051,892	21,588,195	12,675,995	(8,912,200)	-41%
Insurance Premiums	1,850,443	1,743,988	2,097,000	2,744,016	647,016	31%
Total Internal Service Funds	\$51,495,023	\$62,332,195	\$82,263,901	\$85,477,397	\$3,213,496	4%

Requirements by Category

Personnel Services	11,102,418	11,992,193	13,692,828	15,301,358	1,608,530	12%
Materials & Services	9,296,805	9,384,875	16,635,220	15,502,599	(1,132,621)	-7%
Capital Outlay	2,213,774	14,790,024	35,445,060	32,749,853	(2,695,207)	-8%
Special Payments	1,162,931	1,360,200	2,182,100	2,108,000	(74,100)	-3%
Debt Service	4,156,377	4,137,885	4,454,719	4,843,628	388,909	9%
Transfers	14,491,592	4,923,425	5,000,000	8,000,000	3,000,000	60%
Contingency	-	-	3,760,474	5,872,459	2,111,985	56%
Unapprop Fund Bal	9,071,126	15,743,593	1,093,500	1,099,500	6,000	1%
Total Internal Service Funds	\$51,495,023	\$62,332,195	\$82,263,901	\$85,477,397	\$3,213,496	4%

Budget by Department

Fire	248,208	277,194	301,621	318,468	16,847	6%
Special Expenditures	9,086,010	12,059,287	12,120,458	16,807,248	4,686,790	39%
City Managers Office	3,160,955	3,296,116	4,156,165	4,598,143	441,978	11%
Human Resources	1,433,544	1,584,823	1,840,790	2,188,556	347,766	19%
Risk Management	3,229,927	3,417,505	3,654,000	4,147,216	493,216	13%
Information Services	5,264,493	5,521,904	7,636,827	7,705,222	68,395	1%
Finance	2,838,399	3,051,516	3,587,253	3,927,568	340,315	9%
Facilities	25,721,018	31,824,598	48,327,440	45,263,456	(4,831,813)	-10%
Support Service Expenses	512,469	1,299,252	639,347	521,520	(117,827)	-18%
Total Internal Service Funds	\$51,495,023	\$62,332,195	\$82,263,901	\$85,477,397	\$1,445,667	2%

Support Services Fund (700)

This fund accounts for administrative services provided to other City departments. Funding is provided by charges to various City departments 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	391,425	512,469	1,186,188	1,445,670	259,482	22%
Charges for Services	13,958,023	14,816,156	17,336,672	19,147,691	1,811,019	10%
Interest	3,051	7,982	4,000	10,000	6,000	150%
Grants and Donations	16,587	194,389	-	-	-	0%
Other Financing Src	154,000	894,950	1,070,000	200,000	(870,000)	-81%
Miscellaneous	18,442	9,884	85,000	100,000	15,000	18%
Total Support Services Fund	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	\$1,221,501	6%

Support Services Fund (700) by Category

Personnel Services	10,187,552	11,103,848	12,678,985	14,145,111	1,466,126	12%
Materials & Services	3,334,183	3,429,570	5,062,140	4,995,730	(66,410)	-1%
Capital Outlay	507,324	603,160	1,551,388	1,241,000	(310,388)	-20%
Contingency	-	-	389,347	521,520	132,173	34%
Unapprop Fund Bal	512,469	1,299,252	-	-	-	0%
Total Support Services Fund	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	\$1,221,501	6%

Support Services Fund (700) by Department

Fire	248,208	277,194	301,621	318,468	16,847	6%
City Managers Office	3,067,467	3,209,746	4,061,465	4,477,276	415,811	10%
Human Resources	1,433,544	1,584,823	1,840,790	2,188,556	347,766	19%
Information Services	5,264,493	5,521,904	7,636,827	7,705,222	68,395	1%
Finance	2,295,211	2,501,082	2,983,253	3,390,568	407,315	14%
Facilities	1,720,136	2,041,829	2,218,557	2,301,751	83,194	4%
Support Service Expenses	512,469	1,299,252	639,347	521,520	(117,827)	-18%
Total Support Services Fund	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	\$1,221,501	6%



Support Services Fund (700)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4154 Service Charges	94,300	96,658	99,074	101,551	101,551	101,551
4180 Department Chg - Support Servic	13,247,301	14,118,165	16,537,598	18,346,140	18,346,140	18,346,140
4181 Department Chg - Depreciation	600,000	600,000	700,000	700,000	700,000	700,000
4156 Contract Payments	16,422	1,333	-	-	-	-
Total Charges for Services	\$13,958,023	\$14,816,156	\$17,336,672	\$19,147,691	19,147,691	19,147,691
Interest						
4200 Interest Earned	3,051	7,982	4,000	10,000	10,000	10,000
Total Interest	\$3,051	\$7,982	\$4,000	\$10,000	10,000	10,000
Grants and Donations						
4270 Donations	-	5,000	-	-	-	-
4275 Grants - Federal	17,000	7,500	-	-	-	-
4277 Grants - Other	(413)	181,889	-	-	-	-
Total Grants and Donations	\$16,587	\$194,389	\$0	\$0	\$0	\$0
Other Financing Src						
4450 Transfer from Transportation Fun	-	-	25,000	125,000	125,000	125,000
4454 Transfer from General Fund	10,000	-	-	-	-	-
4455 Transfer from SWM Fund	-	-	25,000	25,000	25,000	25,000
4456 Transfer from Water Fund	-	-	25,000	25,000	25,000	25,000
4458 Transfer from Sewer Fund	-	-	25,000	25,000	25,000	25,000
4466 Transfer from Risk Building Fund	100,000	144,950	720,000	-	-	-
4478 Transfer from SIP Fund	44,000	750,000	250,000	-	-	-
Total Other Financing Src	\$154,000	\$894,950	\$1,070,000	\$200,000	200,000	200,000
Miscellaneous						
4600 Miscellaneous Income	18,442	9,884	85,000	100,000	100,000	100,000
Total Miscellaneous	\$18,442	\$9,884	\$85,000	\$100,000	100,000	100,000
Beginning Work Cap						
4800 Beginning Working Capital	391,425	512,469	1,186,188	1,445,670	1,445,670	1,445,670
Total Beginning Work Cap	\$391,425	\$512,469	\$1,186,188	\$1,445,670	1,445,670	1,445,670
Total Resources	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	20,903,361	20,903,361

Internal Service Funds

Support Services Fund

Support Services Fund (700)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	6,847,479	7,577,444	8,547,072	9,279,802	9,279,802	9,279,802
5005 Salaries - Part-Time	180,896	96,597	25,806	-	-	-
5010 Extra Labor	101,807	24,004	110,000	343,958	343,958	343,958
5100 Overtime	64,364	59,484	90,000	71,750	71,750	71,750
5301 Med/Den/Vis Insurance	1,283,090	1,466,833	1,787,095	1,956,006	1,956,006	1,956,005
5303 PERS	689,807	916,296	1,061,743	1,357,329	1,357,329	1,357,330
5308 VEBA	131,503	144,091	169,217	185,307	185,307	185,307
5309 PERS Stabilization	202,549	-	-	-	-	-
5310 Accrued Payroll Expense	-	76,700	36,000	11,000	11,000	11,000
5399 Other Benefits and Taxes	686,057	742,399	852,052	939,959	939,959	939,959
Total Personnel Services	\$10,187,552	\$11,103,848	\$12,678,985	\$14,145,111	14,145,111	14,145,111
Materials & Services						
6000 Office Supplies	107,806	121,198	94,520	97,170	97,170	97,170
6001 Communications Services	66,985	74,196	79,630	85,450	85,450	85,450
6002 Travel/Training/Dues	183,969	238,833	246,600	263,100	263,100	263,100
6003 Postage	72,670	57,845	16,375	16,275	16,275	16,275
6004 Program Supplies/Materials	63,266	131,519	184,450	180,450	180,450	180,450
6005 Advertising/Promotion	18,289	28,621	34,100	34,100	34,100	34,100
6006 Tuition Reimbursement	2,853	2,657	2,000	2,000	2,000	2,000
6007 Printing	32,479	34,266	10,250	10,550	10,550	10,550
6100 Contractual Services	1,513,391	1,365,630	2,635,500	2,378,800	2,378,800	2,378,800
6101 Other Services	198,303	209,971	209,650	250,550	250,550	250,550
6102 Maintenance Contracts	582,434	588,940	839,665	945,585	945,585	945,585
6104 Claims Expense	125,869	86,439	120,000	120,000	120,000	120,000
6200 Fuel/Oil	16,898	13,438	19,250	26,750	26,750	26,750
6202 Vehicle Equipment	-	7,145	-	-	-	-
6300 Uniforms	5,429	5,585	5,850	6,600	6,600	6,600
6301 Safety Supplies	8,104	9,099	8,500	10,250	10,250	10,250
6402 Maintenance Supplies	5,209	3,877	5,000	5,000	5,000	5,000
6403 Small Tools and Equipment	7,172	4,070	11,000	12,500	12,500	12,500
6405 Recruitment Expense	43,348	63,394	45,000	45,000	45,000	45,000
6409 Computer Software	17,681	44,347	137,800	127,650	127,650	127,650
6410 Computer Hardware	40,534	67,900	90,000	95,000	95,000	95,000
6411 Communications Equipment	87,650	148,199	102,000	126,450	126,450	126,450
6412 Equipment Rental	13,461	10,461	13,000	13,000	13,000	13,000
6414 Dues - Other Entities	100,724	97,738	115,000	115,000	115,000	115,000
6416 Equipment Maintenance	17,065	12,159	36,000	28,500	28,500	28,500
6417 Audio/Visual Equipment	2,594	2,043	1,000	-	-	-
Total Materials & Services	\$3,334,183	\$3,429,570	\$5,062,140	\$4,995,730	4,995,730	4,995,730



Support Services Fund (700)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7005 Communications Equipment	67,155	33,570	437,500	361,000	361,000	361,000
7020 Computer Hardware	308,345	367,449	380,000	580,000	580,000	580,000
7021 Computer Software	-	-	115,000	200,000	200,000	200,000
7025 Network Hardware	131,824	202,141	368,888	100,000	100,000	100,000
7050 Capital Reserve	-	-	250,000	-	-	-
Total Capital Outlay	\$507,324	\$603,160	\$1,551,388	\$1,241,000	1,241,000	1,241,000
Contingency						
8300 Contingency	-	-	389,347	521,520	521,520	521,520
Total Contingency	\$0	\$0	\$389,347	\$521,520	521,520	521,520
Unapprop Fund Bal						
8500 Unapprop Fund Balance	512,469	1,299,252	-	-	-	-
Total Unapprop Fund Bal	\$512,469	\$1,299,252	\$0	\$0	\$0	\$0
Total Requirements	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	20,903,361	20,903,361

Internal Service Funds

Support Services Fund

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Fire Department Requirements						
Personnel Services	198,046	227,950	248,351	265,198	265,198	265,198
Materials & Services	50,162	49,244	53,270	53,270	53,270	53,270
Total Fire	\$248,208	\$277,194	\$301,621	\$318,468	\$318,468	\$318,468
City Managers Office Department Requirements						
Personnel Services	1,859,933	2,142,015	2,671,765	3,091,576	3,091,576	3,091,576
Materials & Services	1,207,534	1,067,731	1,389,700	1,385,700	1,385,700	1,385,700
Total City Managers Office	\$3,067,467	\$3,209,746	\$4,061,465	\$4,477,276	\$4,477,276	\$4,477,276
Human Resources Department Requirements						
Personnel Services	1,073,234	1,160,623	1,278,740	1,626,506	1,626,506	1,626,506
Materials & Services	360,310	424,200	562,050	562,050	562,050	562,050
Total Human Resources	\$1,433,544	\$1,584,823	\$1,840,790	\$2,188,556	\$2,188,556	\$2,188,556
Information Services Department Requirements						
Personnel Services	3,434,751	3,527,366	3,964,524	4,048,537	4,048,537	4,048,537
Materials & Services	1,322,418	1,391,378	2,508,415	2,415,685	2,415,685	2,415,685
Capital Outlay	507,324	603,160	1,163,888	1,241,000	1,241,000	1,241,000
Total Information Services	\$5,264,493	\$5,521,904	\$7,636,827	\$7,705,222	\$7,705,222	\$7,705,222
Finance Department Requirements						
Personnel Services	1,971,673	2,146,760	2,458,703	2,973,318	2,973,318	2,973,318
Materials & Services	323,538	354,322	387,050	417,250	417,250	417,250
Capital Outlay	-	-	137,500	-	-	-
Total Finance	\$2,295,211	\$2,501,082	\$2,983,253	\$3,390,568	\$3,390,568	\$3,390,568
Facilities Department Requirements						
Personnel Services	1,649,915	1,899,134	2,056,902	2,139,976	2,139,976	2,139,976
Materials & Services	70,221	142,695	161,655	161,775	161,775	161,775
Total Facilities	\$1,720,136	\$2,041,829	\$2,218,557	\$2,301,751	\$2,301,751	\$2,301,751
Support Service Expenses Department Requirements						
Capital Outlay	-	-	250,000	-	-	-
Contingency	-	-	389,347	521,520	521,520	521,520
Unapprop Fund Bal	512,469	1,299,252	-	-	-	-
Total Support Service Expenses	\$512,469	\$1,299,252	\$639,347	\$521,520	\$521,520	\$521,520
Total Support Services Fund Requirements	\$14,541,528	\$16,435,830	\$19,681,860	\$20,903,361	\$20,903,361	\$20,903,361



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 SRF. Funds may be used for:

- Projects that demonstrate an economic, environmental/ 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

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	68,660	83,488	82,500	84,992	2,492	3%
Interest	328	507	400	500	100	25%
Other Financing Src	24,500	2,375	11,800	35,375	23,575	200%
Total Sustainability Revolving Fund	\$93,488	\$86,370	\$94,700	\$120,867	\$26,167	28%

Sustainability Revolving Fund (702) by Category

Materials & Services	10,000	3,729	94,700	120,867	26,167	28%
Unapprop Fund Bal	83,488	82,641	-	-	-	0%
Total Sustainability Revolving Fund	\$93,488	\$86,370	\$94,700	\$120,867	\$26,167	28%

Sustainability Revolving Fund (702) by Department

City Managers Office	93,488	86,370	94,700	120,867	26,167	28%
Total Sustainability Revolving Fund	\$93,488	\$86,370	\$94,700	\$120,867	\$26,167	28%

Sustainability Revolving Fund (702)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	328	507	400	500	500	500
Total Interest	\$328	\$507	\$400	\$500	500	500
Other Financing Src						
4454 Transfer from General Fund	24,500	2,375	11,800	35,375	35,375	35,375
Total Other Financing Src	\$24,500	\$2,375	\$11,800	\$35,375	35,375	35,375
Beginning Work Cap						
4800 Beginning Working Capital	68,660	83,488	82,500	84,992	84,992	84,992
Total Beginning Work Cap	\$68,660	\$83,488	\$82,500	\$84,992	84,992	84,992
Total Resources	\$93,488	\$86,370	\$94,700	\$120,867	120,867	120,867

Sustainability Revolving Fund (702)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6004 Program Supplies/Materials	10,000	3,729	94,700	120,867	120,867	120,867
Total Materials & Services	\$10,000	\$3,729	\$94,700	\$120,867	120,867	120,867
Unapprop Fund Bal						
8500 Unapprop Fund Balance	83,488	82,641	-	-	-	-
Total Unapprop Fund Bal	\$83,488	\$82,641	\$0	\$0	\$0	\$0
Total Requirements	\$93,488	\$86,370	\$94,700	\$120,867	120,867	120,867



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.

Facilities Management Fund (710) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	15,814,496	2,540,567	6,367,484	18,692,829	12,325,345	194%
Charges for Services	4,917,918	4,775,450	5,602,980	5,811,880	208,900	4%
Interest	23,274	40,061	25,000	25,000	-	0%
Grants and Donations	166,667	186,289	644,845	-	(644,845)	-100%
Other Financing Src	-	17,818,270	15,955,579	11,412,601	(4,542,978)	-28%
Miscellaneous	299,855	344,803	12,631,195	945,495	(11,685,700)	-93%
Total Facilities Management Fund	\$21,222,210	\$25,705,440	\$41,227,083	\$36,887,805	(\$4,339,278)	-11%

Facilities Management Fund (710) by Category

Personnel Services	6,300	13,614	43,500	40,000	(3,500)	-8%
Materials & Services	4,794,238	4,798,447	10,057,180	9,162,342	(894,838)	-9%
Capital Outlay	962,513	12,658,077	30,679,872	27,022,863	(3,657,009)	-12%
Special Payments	-	-	150,100	-	(150,100)	-100%
Debt Service	-	-	296,431	662,600	366,169	124%
Transfers	12,918,592	200,000	-	-	-	0%
Unapprop Fund Bal	2,540,567	8,035,302	-	-	-	0%
Total Facilities Management Fund	\$21,222,210	\$25,705,440	\$41,227,083	\$36,887,805	(\$4,339,278)	-11%

Facilities Management Fund (710) by Department

Facilities	21,222,210	25,705,440	41,227,083	36,887,805	(4,339,278)	-11%
Total Facilities Management Fund	\$21,222,210	\$25,705,440	\$41,227,083	\$36,887,805	(\$4,339,278)	-11%

Internal Service Funds

Facilities Management Fund

Facilities Management Fund (710)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4181 Department Chg - Depreciation	900,000	900,000	1,100,000	1,100,000	1,100,000	1,100,000
4182 Department Chg - Facilities	4,017,918	3,875,450	4,502,980	4,711,880	4,711,880	4,711,880
Total Charges for Services	\$4,917,918	\$4,775,450	\$5,602,980	\$5,811,880	5,811,880	5,811,880
Interest						
4200 Interest Earned	23,274	40,061	25,000	25,000	25,000	25,000
Total Interest	\$23,274	\$40,061	\$25,000	\$25,000	25,000	25,000
Grants and Donations						
4275 Grants - Federal	-	19,622	644,845	-	-	-
4270 Donations	166,667	166,667	-	-	-	-
Total Grants and Donations	\$166,667	\$186,289	\$644,845	\$0	\$0	\$0
Other Financing Src						
4450 Transfer from Transportation Fun	-	635,207	1,348,895	428,026	428,026	428,026
4456 Transfer from Water Fund	-	225,000	225,000	-	-	-
4458 Transfer from Sewer Fund	-	105,907	-	-	-	-
4462 Transfer from SWM Department	-	444,675	-	60,856	60,856	60,856
4466 Transfer from Risk Building Fund	-	84,090	750,000	500,000	500,000	500,000
4469 Transfer from TDT	-	176,515	893,409	-	-	-
4470 Transfer from SEW DEP	-	-	921,081	-	-	-
4471 Transfer from Sewer SDC	-	3,788,768	212,251	-	-	-
4472 Transfer from SWM SDC	-	3,734,683	104,943	173,719	173,719	173,719
4478 Transfer from SIP Fund	-	2,623,425	2,500,000	5,250,000	5,250,000	5,250,000
4479 Transfer from Gainshare	-	6,000,000	9,000,000	5,000,000	5,000,000	5,000,000
Total Other Financing Src	\$0	\$17,818,270	\$15,955,579	\$11,412,601	11,412,601	11,412,601
Miscellaneous						
4600 Miscellaneous Income	1,810	129	-	-	-	-
4609 Bond Proceeds	-	-	11,400,000	-	-	-
4624 Payments from Other Govt	-	-	1,013,700	725,000	725,000	725,000
4632 Energy Credits	12,732	114,680	30,000	-	-	-
4610 Leasehold Revenues	185,313	185,635	187,495	220,495	220,495	220,495
4606 Construction Reimbursement	100,000	44,359	-	-	-	-
Total Miscellaneous	\$299,855	\$344,803	\$12,631,195	\$945,495	945,495	945,495
Beginning Work Cap						
4800 Beginning Working Capital	15,814,496	2,540,567	6,367,484	17,255,000	17,255,000	18,692,829
Total Beginning Work Cap	\$15,814,496	\$2,540,567	\$6,367,484	\$17,255,000	17,255,000	18,692,829
Total Resources	\$21,222,210	\$25,705,440	\$41,227,083	\$35,449,976	35,449,976	36,887,805



Facilities Management Fund (710)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	4,291	10,585	43,500	-	-	-
5010 Extra Labor	-	-	-	40,000	40,000	40,000
5301 Med/Den/Vis Insurance	838	1,200	-	-	-	-
5303 PERS	487	814	-	-	-	-
5308 VEBA	86	152	-	-	-	-
5309 PERS Stabilization	129	-	-	-	-	-
5310 Accrued Payroll Expense	-	200	-	-	-	-
5399 Other Benefits and Taxes	469	663	-	-	-	-
Total Personnel Services	\$6,300	\$13,614	\$43,500	\$40,000	40,000	40,000
Materials & Services						
6001 Communications Services	81,904	86,577	98,930	101,630	101,630	101,630
6004 Program Supplies/Materials	164,261	44	-	10,000	10,000	10,000
6100 Contractual Services	1,048,183	1,183,256	5,850,500	4,645,162	4,645,162	4,725,662
6102 Maintenance Contracts	210,072	213,392	262,100	270,100	270,100	270,100
6103 Janitorial Expense	983,664	1,020,897	1,160,150	1,216,950	1,216,950	1,216,950
6400 Utilities	1,461,847	1,491,993	1,731,450	1,820,950	1,820,950	1,820,950
6402 Maintenance Supplies	386,914	357,122	476,450	522,450	522,450	522,450
6431 Facility Rent Expense	344,035	341,846	332,800	346,800	346,800	346,800
6432 Janitorial Supplies	113,358	103,320	144,800	147,800	147,800	147,800
Total Materials & Services	\$4,794,238	\$4,798,447	\$10,057,180	\$9,081,842	9,081,842	9,162,342
Capital Outlay						
7030 Facilities and Improvements	842,156	12,623,937	18,180,877	18,070,454	18,070,454	19,427,783
7032 Facilities Equipment	120,357	34,140	70,000	143,800	143,800	143,800
7035 Land	-	-	9,800,000	6,000,000	6,000,000	6,000,000
7050 Capital Reserve	-	-	2,628,995	1,451,280	1,451,280	1,451,280
Total Capital Outlay	\$962,513	\$12,658,077	\$30,679,872	\$25,665,534	25,665,534	27,022,863
Special Payments						
8027 Bond Sale Expense	-	-	150,100	-	-	-
Total Special Payments	\$0	\$0	\$150,100	\$0	\$0	\$0
Debt Service						
8100 Bond Principal	-	-	170,000	385,000	385,000	385,000
8101 Bond Interest	-	-	126,431	277,600	277,600	277,600
Total Debt Service	\$0	\$0	\$296,431	\$662,600	662,600	662,600
Transfers						
8201 Transfer to Transportation	-	200,000	-	-	-	-
8232 Transfer to SIP FFC	1,650,000	-	-	-	-	-
8233 Transfer to Gainshare	11,268,592	-	-	-	-	-
Total Transfers	\$12,918,592	\$200,000	\$0	\$0	\$0	\$0
Unapprop Fund Bal						
8500 Unapprop Fund Balance	2,540,567	8,035,302	-	-	-	-
Total Unapprop Fund Bal	\$2,540,567	\$8,035,302	\$0	\$0	\$0	\$0
Total Requirements	\$21,222,210	\$25,705,440	\$41,227,083	\$35,449,976	35,449,976	36,887,805

Strategic Investment Program Fund (320)

The Strategic Investment Program (SIP) 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 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.

Strategic Inv Program Fund (320) Resources

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	-	3,343,566	3,218,458	5,131,748	1,913,290	59%
Interest	25,295	34,458	30,000	45,000	15,000	50%
Other Financing Src	1,650,000	-	-	-	-	0%
Miscellaneous	7,410,715	8,681,263	8,872,000	11,630,500	2,758,500	31%
Total Strategic Inv Program Fund	\$9,086,010	\$12,059,287	\$12,120,458	\$16,807,248	\$4,686,790	39%

Strategic Inv Program Fund (320) by Category

Materials & Services	11,867	6,375	15,000	15,000	-	0%
Special Payments	1,200	1,200	201,500	1,500	(200,000)	-99%
Debt Service	4,156,377	4,137,885	4,158,288	4,181,028	22,740	1%
Transfers	1,573,000	4,623,425	5,000,000	8,000,000	3,000,000	60%
Contingency	-	-	2,745,670	4,609,720	1,864,050	68%
Unapprop Fund Bal	3,343,566	3,290,402	-	-	-	0%
Total Strategic Inv Program Fund	\$9,086,010	\$12,059,287	\$12,120,458	\$16,807,248	\$4,686,790	39%

Strategic Inv Program Fund (320) by Department

Special Expenditures	9,086,010	12,059,287	12,120,458	16,807,248	4,686,790	39%
Total Strategic Inv Program Fund	\$9,086,010	\$12,059,287	\$12,120,458	\$16,807,248	\$4,686,790	39%



Strategic Inv Program Fund (320)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	25,295	34,458	30,000	45,000	45,000	45,000
Total Interest	\$25,295	\$34,458	\$30,000	\$45,000	45,000	45,000
Other Financing Src						
4452 Transfer from Facilities Managem	1,650,000	-	-	-	-	-
Total Other Financing Src	\$1,650,000	\$0	\$0	\$0	\$0	\$0
Miscellaneous						
4608 Strategic Investment Prog Reven	7,035,169	8,268,277	8,500,000	11,250,000	11,250,000	11,250,000
4610 Leasehold Revenues	268,250	305,112	265,000	273,500	273,500	273,500
4633 RZEDB Tax Subsidy	107,296	107,874	107,000	107,000	107,000	107,000
Total Miscellaneous	\$7,410,715	\$8,681,263	\$8,872,000	\$11,630,500	11,630,500	11,630,500
Beginning Work Cap						
4800 Beginning Working Capital	-	3,343,566	3,218,458	5,131,748	5,131,748	5,131,748
Total Beginning Work Cap	\$0	\$3,343,566	\$3,218,458	\$5,131,748	5,131,748	5,131,748
Total Resources	\$9,086,010	\$12,059,287	\$12,120,458	\$16,807,248	16,807,248	16,807,248

Internal Service Funds

SIP Fund

Strategic Inv Program Fund (320)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6100 Contractual Services	11,867	6,375	15,000	15,000	15,000	15,000
Total Materials & Services	\$11,867	\$6,375	\$15,000	\$15,000	15,000	15,000
Special Payments						
8028 Bond Expense	1,200	1,200	201,500	1,500	1,500	1,500
Total Special Payments	\$1,200	\$1,200	\$201,500	\$1,500	1,500	1,500
Debt Service						
8100 Bond Principal	2,385,000	2,440,000	2,540,000	2,615,000	2,615,000	2,730,000
8101 Bond Interest	1,771,377	1,697,885	1,618,288	1,529,028	1,529,028	1,451,028
Total Debt Service	\$4,156,377	\$4,137,885	\$4,158,288	\$4,144,028	4,144,028	4,181,028
Transfers						
8202 Transfer to Support Services	44,000	750,000	250,000	-	-	-
8204 Transfer to Parks Capital Proj Fun	529,000	250,000	-	-	-	-
8209 Transfer to Facilities Managemen	-	2,623,425	2,500,000	5,250,000	5,250,000	5,250,000
8218 Transfer to TUF PMP	1,000,000	1,000,000	1,500,000	2,000,000	2,000,000	2,000,000
8236 Transfer to PERS Stabilization	-	-	750,000	750,000	750,000	750,000
Total Transfers	\$1,573,000	\$4,623,425	\$5,000,000	\$8,000,000	8,000,000	8,000,000
Contingency						
8300 Contingency	-	-	2,745,670	4,646,720	4,646,720	4,609,720
Total Contingency	\$0	\$0	\$2,745,670	\$4,646,720	4,646,720	4,609,720
Unapprop Fund Bal						
8500 Unapprop Fund Balance	3,343,566	3,290,402	-	-	-	-
Total Unapprop Fund Bal	\$3,343,566	\$3,290,402	\$0	\$0	\$0	\$0
Total Requirements	\$9,086,010	\$12,059,287	\$12,120,458	\$16,807,248	16,807,248	16,807,248



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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	601,282	765,000	654,000	500,200	(153,800)	-24%
Interest	4,343	3,552	3,000	3,000	-	0%
Miscellaneous	699	6,040	-	-	-	0%
Insurance Premiums	1,823,603	1,742,913	2,097,000	2,744,016	647,016	31%
Total Risk Management Fund	\$2,429,927	\$2,517,505	\$2,754,000	\$3,247,216	\$493,216	18%

Risk Management Fund (740) by Category

Personnel Services	421,873	383,629	443,143	461,837	18,694	4%
Materials & Services	81,323	89,980	139,900	137,660	(2,240)	-2%
Special Payments	1,161,731	1,359,000	1,830,500	2,106,500	276,000	15%
Transfers	-	100,000	-	-	-	0%
Contingency	-	-	340,457	541,219	200,762	59%
Unapprop Fund Bal	765,000	584,896	-	-	-	0%
Total Risk Management Fund	\$2,429,927	\$2,517,505	\$2,754,000	\$3,247,216	\$493,216	18%

Risk Management Fund (740) by Department

Risk Management	2,429,927	2,517,505	2,754,000	3,247,216	493,216	18%
Total Risk Management Fund	\$2,429,927	\$2,517,505	\$2,754,000	\$3,247,216	\$493,216	18%

Risk Management Fund (740)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	4,343	3,552	3,000	3,000	3,000	3,000
Total Interest	\$4,343	\$3,552	\$3,000	\$3,000	3,000	3,000
Miscellaneous						
4600 Miscellaneous Income	699	6,040	-	-	-	-
Total Miscellaneous	\$699	\$6,040	\$0	\$0	\$0	\$0
Insurance Premiums						
4700 Insurance Claim Proceeds	28,284	32,034	25,000	30,000	30,000	30,000
4701 W/C Claim Proceeds	802,318	835,699	800,000	840,000	840,000	840,000
4702 Contractual Service Receipts	177,281	-	300,000	600,016	600,016	600,016
4703 Property Insurance Receipts	322,619	334,531	370,000	417,000	417,000	417,000
4704 Liability Premium Receipts	493,101	540,649	602,000	857,000	857,000	857,000
Total Insurance Premiums	\$1,823,603	\$1,742,913	\$2,097,000	\$2,744,016	2,744,016	2,744,016
Beginning Work Cap						
4800 Beginning Working Capital	601,282	765,000	654,000	500,200	500,200	500,200
Total Beginning Work Cap	\$601,282	\$765,000	\$654,000	\$500,200	500,200	500,200
Total Resources	\$2,429,927	\$2,517,505	\$2,754,000	\$3,247,216	3,247,216	3,247,216



Risk Management Fund (740)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	294,192	259,955	302,022	311,578	311,578	311,578
5301 Med/Den/Vis Insurance	54,469	54,727	60,470	60,818	60,818	60,818
5303 PERS	36,579	37,046	41,414	52,048	52,048	52,048
5308 VEBA	5,783	5,085	5,921	6,134	6,134	6,134
5309 PERS Stabilization	4,703	-	-	-	-	-
5310 Accrued Payroll Expense	-	2,900	5,000	1,000	1,000	1,000
5399 Other Benefits and Taxes	26,147	23,916	28,316	30,259	30,259	30,259
Total Personnel Services	\$421,873	\$383,629	\$443,143	\$461,837	461,837	461,837
Materials & Services						
6000 Office Supplies	1,681	46	-	-	-	-
6001 Communications Services	2,544	1,599	1,900	660	660	660
6002 Travel/Training/Dues	7,785	7,595	9,500	9,500	9,500	9,500
6004 Program Supplies/Materials	9,969	14,635	22,000	22,000	22,000	22,000
6100 Contractual Services	58,355	64,626	85,000	97,000	97,000	97,000
6101 Other Services	-	129	-	-	-	-
6301 Safety Supplies	989	1,350	1,500	2,500	2,500	2,500
6409 Computer Software	-	-	20,000	6,000	6,000	6,000
Total Materials & Services	\$81,323	\$89,980	\$139,900	\$137,660	137,660	137,660
Special Payments						
8040 W/C Insurance Premiums	166,118	156,173	184,000	185,000	185,000	185,000
8041 Property Insurance Premiums	261,656	283,351	320,000	352,000	352,000	352,000
8042 Liability Insurance Premiums	493,101	568,260	650,000	855,000	855,000	855,000
8043 Bonds Premiums	5,175	5,355	5,500	5,500	5,500	5,500
8050 W/C Claims Expense	170,473	282,311	369,000	392,000	392,000	392,000
8051 Property Claims Expense	65,208	63,161	50,000	65,000	65,000	65,000
8052 Liability Claims Expense	-	389	2,000	2,000	2,000	2,000
8053 IBNR W/C	-	-	250,000	250,000	250,000	250,000
Total Special Payments	\$1,161,731	\$1,359,000	\$1,830,500	\$2,106,500	2,106,500	2,106,500
Transfers						
8222 Transfer to Loss Reserve	-	100,000	-	-	-	-
Total Transfers	\$0	\$100,000	\$0	\$0	\$0	\$0
Contingency						
8300 Contingency	-	-	340,457	541,219	541,219	541,219
Total Contingency	\$0	\$0	\$340,457	\$541,219	541,219	541,219
Unapprop Fund Bal						
8500 Unapprop Fund Balance	765,000	584,896	-	-	-	-
Total Unapprop Fund Bal	\$765,000	\$584,896	\$0	\$0	\$0	\$0
Total Requirements	\$2,429,927	\$2,517,505	\$2,754,000	\$3,247,216	3,247,216	3,247,216

Loss Reserve Fund (745)

The Loss Reserve 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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	800,000	800,000	900,000	900,000	-	0%
Other Financing Src	-	100,000	-	-	-	0%
Total Loss Reserve Fund	\$800,000	\$900,000	\$900,000	\$900,000	\$0	0%

Loss Reserve Fund (745) by Category

Unapprop Fund Bal	800,000	900,000	900,000	900,000	-	0%
Total Loss Reserve Fund	\$800,000	\$900,000	\$900,000	\$900,000	\$0	0%

Loss Reserve Fund (745) by Department

Risk Management	800,000	900,000	900,000	900,000	-	0%
Total Loss Reserve Fund	\$800,000	\$900,000	\$900,000	\$900,000	\$0	0%



Loss Reserve Fund (745)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Other Financing Src						
4465 Transfer from Risk Fund	-	100,000	-	-	-	-
Total Other Financing Src	\$0	\$100,000	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	800,000	800,000	900,000	900,000	900,000	900,000
Total Beginning Work Cap	\$800,000	\$800,000	\$900,000	\$900,000	900,000	900,000
Total Resources	\$800,000	\$900,000	\$900,000	\$900,000	900,000	900,000

Loss Reserve Fund (745)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Unapprop Fund Bal						
8500 Unapprop Fund Balance	800,000	900,000	900,000	900,000	900,000	900,000
Total Unapprop Fund Bal	\$800,000	\$900,000	\$900,000	\$900,000	900,000	900,000
Total Requirements	\$800,000	\$900,000	\$900,000	\$900,000	900,000	900,000

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	305,283	698,840	1,225,900	1,788,000	562,100	46%
Charges for Services	1,709,747	1,684,017	1,696,000	1,685,000	(11,000)	-1%
Interest	1,235	6,146	5,000	15,000	10,000	200%
Other Financing Src	731,600	1,677,365	1,954,900	2,585,900	631,000	32%
Miscellaneous	3,967	9,886	-	-	-	0%
Insurance Premiums	26,840	1,075	-	-	-	0%
Total Fleet Management Fund	\$2,778,672	\$4,077,329	\$4,881,800	\$6,073,900	\$1,192,100	24%

Fleet Management Fund (750) by Category

Personnel Services	486,693	491,102	527,200	654,410	127,210	24%
Materials & Services	959,229	957,592	1,138,800	943,500	(195,300)	-17%
Capital Outlay	633,910	1,447,984	3,065,800	4,325,990	1,260,190	41%
Contingency	-	-	150,000	150,000	-	0%
Unapprop Fund Bal	698,840	1,180,651	-	-	-	0%
Total Fleet Management Fund	\$2,778,672	\$4,077,329	\$4,881,800	\$6,073,900	\$1,192,100	24%

Fleet Management Fund (750) by Department

Facilities	2,778,672	4,077,329	4,881,800	6,073,900	1,192,100	24%
Total Fleet Management Fund	\$2,778,672	\$4,077,329	\$4,881,800	\$6,073,900	\$1,192,100	24%



Fleet Management Fund (750)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4154 Service Charges	1,709,747	1,684,017	1,696,000	1,685,000	1,685,000	1,685,000
Total Charges for Services	\$1,709,747	\$1,684,017	\$1,696,000	\$1,685,000	1,685,000	1,685,000
Interest						
4200 Interest Earned	1,235	6,146	5,000	15,000	15,000	15,000
Total Interest	\$1,235	\$6,146	\$5,000	\$15,000	15,000	15,000
Other Financing Src						
4454 Transfer from General Fund	731,600	952,365	1,954,900	2,585,900	2,585,900	2,585,900
4479 Transfer from Gainshare	-	725,000	-	-	-	-
Total Other Financing Src	\$731,600	\$1,677,365	\$1,954,900	\$2,585,900	2,585,900	2,585,900
Miscellaneous						
4600 Miscellaneous Income	17	7,486	-	-	-	-
4601 Sale of Surplus Property	3,950	2,400	-	-	-	-
Total Miscellaneous	\$3,967	\$9,886	\$0	\$0	\$0	\$0
Insurance Premiums						
4700 Insurance Claim Proceeds	26,840	1,075	-	-	-	-
Total Insurance Premiums	\$26,840	\$1,075	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	305,283	698,840	1,225,900	1,458,000	1,458,000	1,788,000
Total Beginning Work Cap	\$305,283	\$698,840	\$1,225,900	\$1,458,000	1,458,000	1,788,000
Total Resources	\$2,778,672	\$4,077,329	\$4,881,800	\$5,743,900	5,743,900	6,073,900

Internal Service Funds

Fleet Management Fund

Fleet Management Fund (750)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	328,606	328,164	339,875	415,630	415,630	415,630
5010 Extra Labor	1,533	501	21,200	21,200	21,200	21,200
5100 Overtime	1,573	1,663	-	-	-	-
5301 Med/Den/Vis Insurance	70,832	74,885	78,112	100,301	100,301	100,301
5303 PERS	33,777	42,283	44,219	61,457	61,457	61,457
5308 VEBA	6,468	6,442	6,788	8,213	8,213	8,213
5309 PERS Stabilization	9,849	-	-	-	-	-
5310 Accrued Payroll Expense	-	3,300	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	34,055	33,864	37,006	46,609	46,609	46,609
Total Personnel Services	\$486,693	\$491,102	\$527,200	\$654,410	654,410	654,410
Materials & Services						
6000 Office Supplies	1,178	1,068	1,500	1,500	1,500	1,500
6001 Communications Services	616	620	700	1,400	1,400	1,400
6002 Travel/Training/Dues	3,375	3,799	5,000	7,000	7,000	7,000
6003 Postage	7	33	100	100	100	100
6100 Contractual Services	289	729	3,500	3,500	3,500	3,500
6200 Fuel/Oil	2,500	2,000	5,500	5,500	5,500	5,500
6201 Fleet Maintenance	938,757	926,425	1,100,000	900,000	900,000	900,000
6300 Uniforms	2,556	3,194	8,000	8,000	8,000	8,000
6301 Safety Supplies	561	650	2,500	2,500	2,500	2,500
6402 Maintenance Supplies	570	785	1,500	1,500	1,500	1,500
6403 Small Tools and Equipment	5,768	18,259	6,000	8,000	8,000	8,000
6409 Computer Software	1,985	-	2,000	2,000	2,000	2,000
6412 Equipment Rental	-	-	500	500	500	500
6416 Equipment Maintenance	1,067	30	2,000	2,000	2,000	2,000
Total Materials & Services	\$959,229	\$957,592	\$1,138,800	\$943,500	943,500	943,500
Capital Outlay						
7000 Automotive and Equipment	616,215	1,425,130	2,014,900	2,416,900	2,416,900	2,746,900
7032 Facilities Equipment	17,695	22,854	-	-	-	-
7050 Capital Reserve	-	-	1,050,900	1,579,090	1,579,090	1,579,090
Total Capital Outlay	\$633,910	\$1,447,984	\$3,065,800	\$3,995,990	3,995,990	4,325,990
Contingency						
8300 Contingency	-	-	150,000	150,000	150,000	150,000
Total Contingency	\$0	\$0	\$150,000	\$150,000	150,000	150,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	698,840	1,180,651	-	-	-	-
Total Unapprop Fund Bal	\$698,840	\$1,180,651	\$0	\$0	\$0	\$0
Total Requirements	\$2,778,672	\$4,077,329	\$4,881,800	\$5,743,900	5,743,900	6,073,900



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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	305,015	327,196	367,500	334,000	(33,500)	-9%
Charges for Services	236,591	220,801	235,000	200,000	(35,000)	-15%
Interest	1,522	2,421	1,500	3,000	1,500	100%
Miscellaneous	60	16	-	-	-	0%
Total Copier Program Fund	\$543,188	\$550,434	\$604,000	\$537,000	(\$67,000)	-11%

Copier Program Fund (760) by Category

Materials & Services	105,965	99,182	127,500	127,500	-	0%
Capital Outlay	110,027	80,803	148,000	160,000	12,000	8%
Contingency	-	-	135,000	50,000	(85,000)	-63%
Unapprop Fund Bal	327,196	370,449	193,500	199,500	6,000	3%
Total Copier Program Fund	\$543,188	\$550,434	\$604,000	\$537,000	(\$67,000)	-11%

Copier Program Fund (760) by Department

Finance	543,188	550,434	604,000	537,000	(67,000)	-11%
Total Copier Program Fund	\$543,188	\$550,434	\$604,000	\$537,000	(\$67,000)	-11%

Internal Service Funds

Copier Program Fund

Copier Program Fund (760)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Charges for Services						
4153 Copier Charges	236,591	220,801	235,000	200,000	200,000	200,000
Total Charges for Services	\$236,591	\$220,801	\$235,000	\$200,000	200,000	200,000
Interest						
4200 Interest Earned	1,522	2,421	1,500	3,000	3,000	3,000
Total Interest	\$1,522	\$2,421	\$1,500	\$3,000	3,000	3,000
Miscellaneous						
4600 Miscellaneous Income	60	16	-	-	-	-
Total Miscellaneous	\$60	\$16	\$0	\$0	\$0	\$0
Beginning Work Cap						
4800 Beginning Working Capital	305,015	327,196	367,500	334,000	334,000	334,000
Total Beginning Work Cap	\$305,015	\$327,196	\$367,500	\$334,000	334,000	334,000
Total Resources	\$543,188	\$550,434	\$604,000	\$537,000	537,000	537,000

Copier Program Fund (760)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	18,249	17,022	25,000	25,000	25,000	25,000
6402 Maintenance Supplies	-	-	2,500	2,500	2,500	2,500
6412 Equipment Rental	29,872	31,084	40,000	40,000	40,000	40,000
6416 Equipment Maintenance	57,844	51,076	60,000	60,000	60,000	60,000
Total Materials & Services	\$105,965	\$99,182	\$127,500	\$127,500	127,500	127,500
Capital Outlay						
7010 Office Equipment	110,027	80,803	148,000	160,000	160,000	160,000
Total Capital Outlay	\$110,027	\$80,803	\$148,000	\$160,000	160,000	160,000
Contingency						
8300 Contingency	-	-	135,000	50,000	50,000	50,000
Total Contingency	\$0	\$0	\$135,000	\$50,000	50,000	50,000
Unapprop Fund Bal						
8500 Unapprop Fund Balance	327,196	370,449	193,500	199,500	199,500	199,500
Total Unapprop Fund Bal	\$327,196	\$370,449	\$193,500	\$199,500	199,500	199,500
Total Requirements	\$543,188	\$550,434	\$604,000	\$537,000	537,000	537,000

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Joint Venture Funds



Budget by Fund	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Joint Water Commission (800)	10,342,758	11,974,803	14,304,856	25,828,741	11,523,885	81%
Barney Joint Reservoir Commission (810)	697,450	750,274	824,766	1,048,093	223,327	27%
Total Joint Ventures	\$11,040,208	\$12,725,077	\$15,129,622	\$26,876,834	\$11,747,212	78%

Resources by Category

Beginning Work Cap	348,237	356,775	356,775	270,500	(86,275)	-24%
Interest	11,561	14,201	1,500	1,500	-	0%
Grants and Donations	523,421	906,429	13,000	-	(13,000)	-100%
Miscellaneous	348,476	446,463	466,491	776,093	309,602	66%
Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%
Equipment Reserve CO	-	-	500,000	500,000	-	0%
Total Joint Ventures	\$11,040,208	\$12,725,077	\$15,129,622	\$26,876,834	\$11,747,212	78%

Requirements by Category

Personnel Services	2,572,016	2,665,967	2,793,450	3,240,141	446,691	16%
Materials & Services	3,368,676	3,556,023	4,012,750	4,704,450	691,700	17%
Capital Outlay	4,213,882	5,215,787	6,567,000	17,287,000	10,720,000	163%
Special Payments	528,859	941,933	1,005,647	874,743	(130,904)	-13%
Contingency	-	-	750,775	770,500	19,725	3%
Unapprop Fund Bal	356,775	345,367	-	-	-	0%
Total Joint Ventures	\$11,040,208	\$12,725,077	\$15,129,622	\$26,876,834	\$11,747,212	78%

Budget by Department

Water	11,040,208	12,725,077	15,129,622	26,876,834	11,747,212	78%
Total Joint Ventures	\$11,040,208	\$12,725,077	\$15,129,622	\$26,876,834	\$11,747,212	78%

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

	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Interest	10,032	12,376	-	-	-	0%
Grants and Donations	523,421	906,429	13,000	-	(13,000)	-100%
Miscellaneous	792	54,789	-	-	-	0%
Water Sales	6,109,699	7,007,439	7,731,856	8,578,741	846,885	11%
Contributions in Aid	3,698,814	3,993,770	6,060,000	16,750,000	10,690,000	176%
Equipment Reserve CO	-	-	500,000	500,000	-	0%
Total Joint Water Commission	\$10,342,758	\$11,974,803	\$14,304,856	\$25,828,741	\$11,523,885	81%

Joint Water Commission (800) by Category

Personnel Services	2,391,646	2,419,097	2,592,620	2,973,796	381,176	15%
Materials & Services	3,298,717	3,495,963	3,851,550	4,529,050	677,500	18%
Capital Outlay	4,213,882	5,215,787	6,461,000	17,070,250	10,609,250	164%
Special Payments	438,513	843,956	899,686	755,645	(144,041)	-16%
Contingency	-	-	500,000	500,000	-	0%
Total Joint Water Commission	\$10,342,758	\$11,974,803	\$14,304,856	\$25,828,741	\$11,523,885	81%

Joint Water Commission (800) by Department

Water	10,342,758	11,974,803	14,304,856	25,828,741	11,523,885	81%
Total Joint Water Commission	\$10,342,758	\$11,974,803	\$14,304,856	\$25,828,741	\$11,523,885	81%



Joint Water Commission (800)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	10,032	12,376	-	-	-	-
Total Interest	\$10,032	\$12,376	\$0	\$0	\$0	\$0
Grants and Donations						
4276 Grants - State	23,421	22,579	-	-	-	-
4277 Grants - Other	500,000	883,850	13,000	-	-	-
Total Grants and Donations	\$523,421	\$906,429	\$13,000	\$0	\$0	\$0
Miscellaneous						
4600 Miscellaneous Income	(531)	53,547	-	-	-	-
4622 Western Lutheran School	1,323	1,242	-	-	-	-
Total Miscellaneous	\$792	\$54,789	\$0	\$0	\$0	\$0
Water Sales						
4480 Hillsboro - Water Purch	3,082,442	3,071,344	3,729,991	4,242,153	4,242,153	4,242,153
4481 Forest Grove - Water Purch	347,634	339,663	312,436	367,662	367,662	367,662
4482 Beaverton - Water Purch	1,204,509	1,140,165	1,512,746	1,808,186	1,808,186	1,808,186
4483 TVWD - Water Purch	1,283,374	1,468,969	1,464,783	1,793,690	1,793,690	1,793,690
4484 Tigard - Water Purch	-	149,371	-	-	-	-
4485 North Plains - Water Purch	136,195	142,357	340,000	115,000	115,000	115,000
4486 North Plains SDC	55,545	374,144	50,000	150,000	150,000	150,000
4487 Lease Revenue	-	321,426	321,900	102,050	102,050	102,050
Total Water Sales	\$6,109,699	\$7,007,439	\$7,731,856	\$8,578,741	8,578,741	8,578,741
Contributions in Aid						
4500 Hillsboro - Capital Outlay	2,017,496	2,521,950	3,451,000	10,439,900	10,439,900	10,439,900
4501 Forest Grove - Capital Outlay	124,038	211,991	497,209	1,111,722	1,111,722	1,111,722
4502 Beaverton - Capital Outlay	974,833	568,908	1,043,800	2,140,350	2,140,350	2,140,350
4503 TVWD - Capital Outlay	580,904	689,108	1,067,991	3,058,028	3,058,028	3,058,028
4506 CWS - Capital Outlay	1,543	1,813	-	-	-	-
Total Contributions in Aid	\$3,698,814	\$3,993,770	\$6,060,000	\$16,750,000	16,750,000	16,750,000
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	\$10,342,758	\$11,974,804	\$14,304,856	\$25,828,741	25,828,741	25,828,741

Joint Water Commission (800)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	1,599,661	1,665,430	1,679,813	1,908,907	1,908,907	1,908,907
5005 Salaries - Part-Time	9,410	11,004	-	-	-	-
5010 Extra Labor	2,108	2,236	72,000	72,000	72,000	72,000
5100 Overtime	43,583	1,978	40,000	41,000	41,000	41,000
5301 Med/Den/Vis Insurance	332,003	343,153	374,752	417,689	417,689	417,689
5303 PERS	161,729	199,694	207,468	281,507	281,507	281,507
5308 VEBA	30,887	30,892	33,201	37,784	37,784	37,784
5309 PERS Stabilization	47,722	-	-	-	-	-
5310 Accrued Payroll Expense	-	-	-	2,000	2,000	2,000
5399 Other Benefits and Taxes	164,543	164,710	185,386	212,909	212,909	212,909
Total Personnel Services	\$2,391,646	\$2,419,097	\$2,592,620	\$2,973,796	2,973,796	2,973,796
Materials & Services						
6000 Office Supplies	5,078	5,013	6,000	6,000	6,000	6,000
6001 Communications Services	3,191	4,710	3,800	6,100	6,100	6,100
6002 Travel/Training/Dues	53,395	50,895	64,500	74,000	74,000	74,000
6003 Postage	247	192	300	300	300	300
6004 Program Supplies/Materials	314,239	381,374	452,500	458,000	458,000	458,000
6005 Advertising/Promotion	864	1,739	1,000	1,000	1,000	1,000
6100 Contractual Services	194,471	110,846	175,500	801,500	801,500	801,500
6101 Other Services	7,546	-	750	750	750	750
6102 Maintenance Contracts	15,073	488	5,000	5,000	5,000	5,000
6103 Janitorial Expense	2,355	2,020	3,500	4,000	4,000	4,000
6200 Fuel/Oil	5,550	8,709	24,000	9,500	9,500	9,500
6202 Vehicle Equipment	2,370	1,669	6,000	6,000	6,000	6,000
6300 Uniforms	3,328	5,015	9,200	6,900	6,900	6,900
6301 Safety Supplies	9,808	9,169	6,000	8,500	8,500	8,500
6400 Utilities	1,751,512	1,987,416	2,030,000	2,045,000	2,045,000	2,045,000
6402 Maintenance Supplies	16	-	-	-	-	-
6403 Small Tools and Equipment	6,488	7,751	12,500	12,000	12,000	12,000
6407 Water Master	18,746	19,346	21,000	26,000	26,000	26,000
6408 Analysis and Lab Supplies	81,786	103,944	150,000	165,000	165,000	165,000
6409 Computer Software	39,647	48,083	52,500	65,000	65,000	65,000
6410 Computer Hardware	2,385	6,511	2,000	2,000	2,000	2,000
6411 Communications Equipment	93	-	500	500	500	500
6412 Equipment Rental	1,255	-	8,000	4,000	4,000	4,000
6450 Interest Expense	6,439	9,530	7,000	12,000	12,000	12,000
6500 Chemicals - General	-	-	10,000	10,000	10,000	10,000
6501 Chlorine	70,625	73,725	80,000	85,000	85,000	85,000
6502 Aluminum Sulfate	386,908	399,052	420,000	420,000	420,000	420,000
6503 Caustic Soda	306,462	245,506	290,000	285,000	285,000	285,000
6505 Filter Polymer	8,840	13,260	10,000	10,000	10,000	10,000
Total Materials & Services	\$3,298,717	\$3,495,963	\$3,851,550	\$4,529,050	4,529,050	4,529,050



Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Capital Outlay						
7000 Automotive and Equipment	34,734	207	15,000	50,000	50,000	50,000
7002 Non-License Appar & Equipment	-	17,545	-	63,750	63,750	63,750
7010 Office Equipment	-	16,003	-	-	-	-
7020 Computer Hardware	43,740	31,409	-	-	-	-
7021 Computer Software	43,155	6,610	20,000	12,500	12,500	12,500
7030 Facilities and Improvements	-	6,789	-	44,000	44,000	44,000
7032 Facilities Equipment	-	-	91,000	-	-	-
7035 Land	-	-	-	150,000	150,000	150,000
7040 Construction - Infrastructure	4,092,253	5,137,224	6,335,000	16,750,000	16,750,000	16,750,000
Total Capital Outlay	\$4,213,882	\$5,215,787	\$6,461,000	\$17,070,250	17,070,250	17,070,250
Special Payments						
8008 Facilities Depreciation	4,929	4,881	5,776	5,825	5,825	5,825
8009 Support Services Charge	270,839	290,339	331,731	382,831	382,831	382,831
8010 Equipment Depreciation	12,403	12,403	14,041	14,607	14,607	14,607
8011 Facilities Charge	23,753	21,905	23,643	24,952	24,952	24,952
8018 Insurance	169,830	178,177	195,995	218,430	218,430	218,430
8030 Payments to Other Gov't	(43,241)	336,251	328,500	109,000	109,000	109,000
Total Special Payments	\$438,513	\$843,956	\$899,686	\$755,645	755,645	755,645
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	\$10,342,758	\$11,974,803	\$14,304,856	\$25,828,741	25,828,741	25,828,741

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 2014-15	Actual 2015-16	Adopted 2016-17	Adopted 2017-18	Change from 2016-17	
					Dollar Change	Percent Change
Beginning Work Cap	348,237	356,775	356,775	270,500	(86,275)	-24%
Interest	1,529	1,825	1,500	1,500	-	0%
Miscellaneous	347,684	391,674	466,491	776,093	309,602	66%
Total Barney Joint Reservoir Commission	\$697,450	\$750,274	\$824,766	\$1,048,093	\$223,327	27%

Barney Joint Reservoir Commission (810) by Category

Personnel Services	180,370	246,870	200,830	266,345	65,515	33%
Materials & Services	69,959	60,060	161,200	175,400	14,200	9%
Capital Outlay	-	-	106,000	216,750	110,750	104%
Special Payments	90,346	97,977	105,961	119,098	13,137	12%
Contingency	-	-	250,775	270,500	19,725	8%
Unapprop Fund Bal	356,775	345,367	-	-	-	0%
Total Barney Joint Reservoir Commission	\$697,450	\$750,274	\$824,766	\$1,048,093	\$223,327	27%

Barney Joint Reservoir Commission (810) by Department

Water	697,450	750,274	824,766	1,048,093	223,327	27%
Total Barney Joint Reservoir Commission	\$697,450	\$750,274	\$824,766	\$1,048,093	\$223,327	27%



Barney Joint Reservoir Commission (810)

Resources	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Interest						
4200 Interest Earned	1,529	1,825	1,500	1,500	1,500	1,500
Total Interest	\$1,529	\$1,825	\$1,500	\$1,500	1,500	1,500
Miscellaneous						
4600 Miscellaneous Income	10	-	-	-	-	-
4650 Hillsboro - Maintenance Reim	107,779	121,067	144,612	240,589	240,589	240,589
4651 Forest Grove - Maintenance Rei	8,692	9,539	11,662	19,402	19,402	19,402
4652 Beaverton - Maintenance Reim	74,750	84,856	100,296	166,860	166,860	166,860
4653 TVWD - Maintenance Reim	121,686	134,265	163,272	271,633	271,633	271,633
4654 CWS - Maintenance Reim	34,767	41,947	46,649	77,609	77,609	77,609
Total Miscellaneous	\$347,684	\$391,674	\$466,491	\$776,093	776,093	776,093
Beginning Work Cap						
4800 Beginning Working Capital	348,237	356,775	356,775	270,500	270,500	270,500
Total Beginning Work Cap	\$348,237	\$356,775	\$356,775	\$270,500	270,500	270,500
Total Resources	\$697,450	\$750,274	\$824,766	\$1,048,093	1,048,093	1,048,093

Barney Joint Reservoir Commission (810)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services						
5000 Salaries - Full-Time	122,336	172,435	132,351	171,780	171,780	171,780
5010 Extra Labor	-	-	2,500	2,500	2,500	2,500
5100 Overtime	11	-	5,000	5,125	5,125	5,125
5301 Med/Den/Vis Insurance	27,339	35,855	29,584	40,576	40,576	40,576
5303 PERS	12,016	19,957	15,739	24,534	24,534	24,534
5308 VEBA	2,678	2,945	2,447	3,336	3,336	3,336
5309 PERS Stabilization	3,790	-	-	-	-	-
5310 Accrued Payroll Expense	-	-	-	1,000	1,000	1,000
5399 Other Benefits and Taxes	12,200	15,678	13,209	17,494	17,494	17,494
Total Personnel Services	\$180,370	\$246,870	\$200,830	\$266,345	266,345	266,345

Barney Joint Reservoir Commission (810)

Requirements	Actual 2014-15	Actual 2015-16	Adopted 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Materials & Services						
6000 Office Supplies	101	15	1,000	1,000	1,000	1,000
6001 Communications Services	6,051	8,004	9,200	10,000	10,000	10,000
6002 Travel/Training/Dues	535	535	1,200	4,300	4,300	4,300
6003 Postage	-	-	100	100	100	100
6004 Program Supplies/Materials	17,265	6,490	30,500	31,500	31,500	31,500
6100 Contractual Services	21,721	25,644	42,000	35,000	35,000	35,000
6101 Other Services	1,555	334	15,100	25,100	25,100	25,100
6200 Fuel/Oil	4,239	3,155	7,100	7,100	7,100	7,100
6202 Vehicle Equipment	624	133	500	1,200	1,200	1,200
6300 Uniforms	196	200	400	500	500	500
6301 Safety Supplies	-	250	1,500	1,500	1,500	1,500
6403 Small Tools and Equipment	-	477	2,600	2,600	2,600	2,600
6407 Water Master	-	-	5,000	5,000	5,000	5,000
6408 Analysis and Lab Supplies	17,672	14,823	34,500	48,500	48,500	48,500
6410 Computer Hardware	-	-	500	2,000	2,000	2,000
6412 Equipment Rental	-	-	10,000	-	-	-
Total Materials & Services	\$69,959	\$60,060	\$161,200	\$175,400	175,400	175,400
Capital Outlay						
7000 Automotive and Equipment	-	-	-	6,250	6,250	6,250
7005 Communications Equipment	-	-	-	17,000	17,000	17,000
7020 Computer Hardware	-	-	-	12,500	12,500	12,500
7021 Computer Software	-	-	20,000	-	-	-
7030 Facilities and Improvements	-	-	86,000	135,000	135,000	135,000
7036 Water Rights	-	-	-	46,000	46,000	46,000
Total Capital Outlay	\$0	\$0	\$106,000	\$216,750	216,750	216,750
Special Payments						
8008 Facilities Depreciation	1,629	1,774	2,058	1,971	1,971	1,971
8009 Support Services Charge	40,138	42,900	46,154	48,888	48,888	48,888
8010 Equipment Depreciation	1,854	1,854	1,954	1,865	1,865	1,865
8011 Facilities Charge	8,264	8,308	8,425	8,441	8,441	8,441
8018 Insurance	35,041	37,625	41,387	51,012	51,012	51,012
8024 Fleet Services Charge	2,801	2,671	3,383	3,721	3,721	3,721
8030 Payments to Other Gov't	619	2,845	2,600	3,200	3,200	3,200
Total Special Payments	\$90,346	\$97,977	\$105,961	\$119,098	119,098	119,098
Contingency						
8300 Contingency	-	-	250,775	270,500	270,500	270,500
Total Contingency	\$0	\$0	\$250,775	\$270,500	270,500	270,500
Unapprop Fund Bal						
8500 Unapprop Fund Balance	356,775	345,367	-	-	-	-
Total Unapprop Fund Bal	\$356,775	\$345,367	\$0	\$0	\$0	\$0
Total Requirements	\$697,450	\$750,274	\$824,766	\$1,048,093	1,048,093	1,048,093

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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*



Public Works Department
2017-18 Capital Outlay by Fund
Exhibit One

Table with 7 columns: Description, Trans, TUF, TIF/TDT/TSDC, Sewer, SWM, Total. Rows include categories like Automotive & Equipment, Non Roadway Vehicles, Computer Hardware, Facilities and Improvements, Construction -Infrastructure, and various project codes (10206 to 11133) with their respective funding amounts.

Transportation Funds Total \$ 54,240,776

Exhibits

Water Department 2017-18 Capital Outlay by Fund Exhibit Two

		JWC	BRJOC	Total
Automotive & Equipment	130,000	50,000	6,250	186,250
Communications Equipment	-	-	17,000	17,000
Computer Hardware	15,000	-	12,500	27,500
Computer Software	25,000	12,500	-	37,500
Facilities and Improvements	145,000	44,000	135,000	324,000
Facilities Equipment	39,500	-	-	39,500
Non-Roadway Vehicles & Equipment	35,000	63,750	-	98,750
Water Rights	-	-	46,000	46,000
Subtotal Non-Projects	389,500	170,250	216,750	776,500
Projects				
Hillsboro Projects				
10186 Cathodic Protection-HLSB	250,000	-	-	250,000
10705 Huffman Road Extension	300,000	-	-	300,000
10827 WWSP	20,589,134	-	-	20,589,134
11023 Cedar Street (32nd to Brookwood)/Golden Road	650,000	-	-	650,000
11024 TVWD Intertie	100,000	-	-	100,000
11099 SW 229th Avenue PRV Station	400,000	-	-	400,000
Miscellaneous Projects- Construction Infrastructure	2,930,000	-	-	2,930,000
Subtotal Hillsboro Projects	25,219,134	-	-	25,219,134
JWC Projects				
11011 Preliminary Design Facility Plan	-	6,490,000	-	6,490,000
10571 Water Treatment Plant Expansion 75 to 85	-	8,260,000	-	8,260,000
11135 Fairway Fund Litigation	-	150,000	-	150,000
JWC Emergency Equip Replacement	-	2,000,000	-	2,000,000
Subtotal JWC Projects	-	16,900,000	-	16,900,000
Hillsboro Joint Venture Reimbursements				
JWC Project Reimbursement	9,607,400	-	-	9,607,400
BRJOC Maintenance Reimbursement	240,589	-	-	240,589
Subtotal Joint Venture Reimbursements	9,847,989	-	-	9,847,989
Non-Projects	389,500	170,250	216,750	776,500
Projects	25,219,134	16,900,000	-	42,119,134
Joint Venture Reimbursements	9,847,989	-	-	9,847,989
Capital Reserve	50,756,644	-	-	50,756,644
Willamette Water Supply Reserve	393,859	-	-	393,859
Total Capital Outlay	86,607,126	17,070,250	216,750	103,894,126



Support Services 2017-18
Cost Allocation Schedule
Exhibit Three

	<i>Mayor, Council & Legal</i>	<i>City Manager's Office</i>	<i>Facilities & Fleet Admin</i>	<i>Human Resources</i>	<i>Information Services</i>	<i>GIS</i>
<i>Police</i>	\$ 54,218	\$ 945,844	\$ 160,924	\$ 691,539	\$ 1,328,599	\$ 8,864
<i>Fire</i>	59,229	563,615	105,867	416,079	640,849	39,885
<i>Parks & Recreation</i>	162,089	502,056	92,019	272,605	530,267	44,317
<i>Library</i>	5,947	265,018	42,891	151,204	450,781	-
<i>Planning</i>	469,664	186,561	22,682	72,695	339,969	75,338
<i>Special Expenditures</i>	-	-	6,058	-	-	-
<i>Municipal Court</i>	118	15,170	2,286	8,723	29,068	-
General Fund Total	\$ 751,265	\$ 2,478,264	\$ 432,727	\$ 1,612,845	\$ 3,319,533	\$ 168,404
<i>Economic Development</i>	\$ 13,170	\$ 37,470	\$ 15,846	\$ 20,355	\$ 36,870	\$ 13,295
<i>Building</i>	15,247	220,545	37,376	125,034	549,758	-
<i>Transportation</i>	62,275	141,185	73,218	74,033	183,831	79,770
<i>Sewer Operating</i>	37,188	130,920	18,348	68,129	182,072	79,770
<i>Surface Water Management</i>	37,188	134,308	33,413	70,077	182,682	79,770
<i>Water</i>	29,672	292,504	53,729	162,835	432,299	226,015
<i>Joint Water Commission</i>	-	85,962	39,039	49,432	124,918	-
<i>Barney Joint Commission</i>	-	10,113	2,193	5,816	10,534	-
Total Non-General Funds	\$ 194,740	\$ 1,053,007	\$ 273,162	\$ 575,711	\$ 1,702,964	\$ 478,620
Total Support Services Charge	\$ 946,005	\$ 3,531,271	\$ 705,889	\$ 2,188,556	\$ 5,022,497	\$ 647,024
<i>Total Adjustments (A)</i>	-	-	-	-	-	-
Total Support Services Budget	\$ 946,005	\$ 3,531,271	\$ 705,889	\$ 2,188,556	\$ 5,022,497	\$ 647,024

Exhibits

Support Services 2017-18 Cost Allocation Schedule Exhibit Three (Continued)

	<i>Finance</i>	<i>Emergency Management</i>	<i>Utility Billing</i>	<i>UB - Meter Readers</i>	<i>Facilities Maintenance</i>	<i>Total</i>	<i>Equipment Depreciation</i>
<i>Police</i>	\$ 287,453	\$ 88,498	\$ -	\$ -	\$ 183,545	\$ 3,749,484	\$ 143,062
<i>Fire</i>	162,986	52,142	-	-	172,336	2,212,988	84,437
<i>Parks & Recreation</i>	491,615	44,847	-	-	477,077	2,616,892	99,848
<i>Library</i>	226,541	24,875	-	-	306,142	1,473,399	56,218
<i>Planning</i>	60,813	11,960	-	-	68,656	1,308,338	49,920
<i>Special Expenditures</i>	10,069	-	-	-	8,407	24,534	936
<i>Municipal Court</i>	46,992	1,435	-	-	23,819	127,611	4,869
General Fund Total	\$ 1,286,469	\$ 223,757	\$ -	\$ -	\$ 1,239,982	\$ 11,513,246	\$ 439,290
<i>Economic Development</i>	\$ 39,983	\$ 3,349	\$ -	\$ -	\$ 10,508	\$ 190,846	\$ 7,282
<i>Building</i>	196,913	20,569	-	-	74,259	1,239,701	47,301
<i>Transportation</i>	184,572	12,179	90,000	-	49,740	950,803	36,278
<i>Sewer Operating</i>	130,069	11,208	201,941	115,124	53,241	1,028,010	39,224
<i>Surface Water Management</i>	124,427	11,529	201,984	-	49,739	925,117	35,298
<i>Water</i>	340,234	35,877	202,455	172,685	118,393	2,066,698	78,855
<i>Joint Water Commission</i>	83,480	-	-	-	-	382,831	14,607
<i>Barney Joint Commission</i>	20,232	-	-	-	-	48,888	1,865
Total Non-General Funds	\$ 1,119,910	\$ 94,711	\$ 696,380	\$ 287,809	\$ 355,880	\$ 6,832,894	\$ 260,710
Total Support Services Charge	\$ 2,406,379	\$ 318,468	\$ 696,380	\$ 287,809	\$ 1,595,862	\$ 18,346,140	\$ 700,000
Total Adjustments (A)	-	-	-	-	-	-	-
Total Support Services Budget	\$ 2,406,379	\$ 318,468	\$ 696,380	\$ 287,809	\$ 1,595,862	\$ 18,346,140	\$ 700,000

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 other revenues.



Facilities Management Fund
2017-18 Cost Allocation Schedule
Exhibit Four

Table with columns: Unallocated, Police Dept., Fire Dept., Parks & Recreation, Library. Rows include Hart Building, Stagg Building, Civic Center Complex, etc., and a total facilities charge row.

Table with columns: Planning Dept., Special Expenditures (A), Municipal Court, Total General Funds. Rows include Stagg Building, Civic Center Complex, Facilities Building, etc., and a total facilities charge row.

Exhibits

Facilities Management Fund 2017-18 Cost Allocation Schedule Exhibit Four (Continued)

Non General Funds

	<i>Economic</i>			<i>Sewer</i>		<i>Surface Water</i>
	<i>Development</i>	<i>Transportation</i>	<i>Water</i>	<i>Operating</i>	<i>Management</i>	
Stagg Building	\$ 400	\$ 1,927	\$ 4,562	\$ 1,979	\$ 1,920	
Civic Center Complex	20,065	75,128	160,146	77,861	73,782	
Facilities Building	587	2,782	6,621	2,978	2,782	
Public Works Facility	-	96,935	-	96,935	96,930	
Water Facility	-	-	50,325	-	-	
Total Facilities Charge	\$ 21,052	\$ 176,772	\$ 221,654	\$ 179,753	\$ 175,414	
Building Depreciation	\$ 4,915	\$ 41,268	\$ 51,746	\$ 41,964	\$ 40,951	

Non General Funds

	<i>Joint</i>		<i>Barney</i>	<i>Total</i>
	<i>Building</i>	<i>Water</i>	<i>Joint</i>	<i>Facilities</i>
	<i>Commission</i>	<i>Commission</i>	<i>Commission</i>	<i>Charge</i>
Hart Building	\$ -	\$ -	\$ -	\$ 4,000
Stagg Building	4,413	712	60	113,950
Civic Center Complex	131,016	14,175	1,671	1,039,500
Civic Center Private	-	-	-	63,000
Facilities Building	4,153	-	-	185,750
Police Precincts	-	-	-	625,570
Fire Stations	-	-	-	366,610
Parks Facilities	-	-	-	5,072,062
Aquatic Center	-	-	-	406,500
Libraries	-	-	-	727,000
Public Works Facility	-	-	-	360,800
Water Facility	-	10,065	6,710	67,100
Block 67	-	-	-	90,000
Total Facilities Charge	\$ 139,582	\$ 24,952	\$ 8,441	\$ 9,121,842
Building Depreciation	\$ 32,586	\$ 5,825	\$ 1,971	\$ 1,100,000

(A) Special Expenditures includes charges to the general fund for street lighting and other miscellaneous charges.



Support Services and Facilities Management
2017-18 Cost Allocation Summary
Exhibit Five

Table with columns: Department/Fund, Operations, Equipment Depreciation, Sub-Total. Rows include Police Department, Fire Department, Parks & Recreation, Aquatic Center, Library, Planning Department, Special Expenditures (A), Municipal Court, Total General Fund, Economic Development, Transportation, Water, Sewer Operating, Surface Water Management, Building Fund, Joint Water Commission, Barney Joint Commission, Total Non General Funds, Total Adjustments, Total All Funds.

**Support Services and Facilities Management
2017-18 Cost Allocation Summary
Exhibit Five**

<i>Department/Fund</i>	<i>Facilities Management Charges</i>			
	<i>Building</i>			<i>Total</i>
	<i>Operations</i>	<i>Depreciation</i>	<i>Sub-Total</i>	
<i>Police Department</i>	\$ 822,186	\$ 191,940	\$ 1,014,126	\$ 4,906,672
<i>Fire Department</i>	401,933	93,832	495,765	2,793,190
<i>Parks & Recreation</i>	1,152,284	261,187	1,413,471	4,130,211
<i>Aquatic Center</i>	400,000	101,198	501,198	501,198
<i>Library</i>	790,226	184,480	974,706	2,504,323
<i>Planning Department</i>	144,924	33,833	178,757	1,537,015
<i>Special Expenditures (A)</i>	1,458	340	1,798	27,268
<i>Municipal Court</i>	51,249	11,964	63,213	195,693
Total General Fund	\$ 3,764,260	\$ 878,774	\$ 4,643,034	\$ 16,595,570
<i>Economic Development</i>	21,052	4,915	25,967	\$ 224,095
<i>Transportation</i>	176,772	41,268	218,040	1,205,121
<i>Water</i>	221,654	51,746	273,400	2,418,953
<i>Sewer Operating</i>	179,753	41,964	221,717	1,288,951
<i>Surface Water Management</i>	175,414	40,951	216,365	1,176,780
<i>Building Fund</i>	139,582	32,586	172,168	1,459,170
<i>Joint Water Commission</i>	24,952	5,825	30,777	428,215
<i>Barney Joint Commission</i>	8,441	1,971	10,412	61,165
Total Non General Funds	\$ 947,620	\$ 221,226	\$ 1,168,846	\$ 8,262,450
<i>Total Adjustments</i>	4,409,962	-	4,409,962	\$ 4,511,513
Total All Funds	\$ 9,121,842	\$ 1,100,000	\$ 10,221,842	\$ 29,369,533

(A) Special Expenditures includes charges to the general fund for miscellaneous charges related to street lighting.



All Funds
2017-18 Schedule of Interfund Transfers In
Exhibit Six

Table with 3 columns: TRANSFER TO, TRANSFER FROM, TRANSFER AMOUNT. Rows include categories like GENERAL FUNDS, TRANSPORTATION FUNDS, WATER FUNDS, SEWER FUNDS, SURFACE WATER MANAGEMENT (SWM) FUNDS, HILLSBORO ECONOMIC DEVELOPMENT FUNDS, INTERNAL SERVICES FUNDS, and MISCELLANEOUS FUNDS. Total Transfers In: \$ 32,432,353

All Funds
2017-18 Schedule of Interfund Transfers Out Exhibit
Seven

<u>TRANSFER FROM</u>		<u>TRANSFER TO</u>	<u>TRANSFER AMOUNT</u>
<u>GENERAL FUND</u>	General Fund	Economic Development Fund - Ec Dev Operations	\$ 725,000
		Fleet Management Fund - Fleet Capital	2,585,900
		Public Art Fund	100,000
		Sustainability Revolving Fund	35,375
		Total General Fund	3,446,275
<u>TRANSPORTATION FUNDS</u>	Transportation Fund	General Fund - Street Lighting	500,000
		Economic Development - Ec Dev Operations	20,000
		Support Services Fund - Assessments & Paperless A/P	25,000
		TUF PMP Fund - Pavement Management Program	500,000
		Pathways Fund - Sidewalk Projects	60,000
		General Fund - Share of Planning Operations	215,000
		Transportation Funded Depreciation	1,053,040
	Transportation Funded Depreciation	Facilities Management Fund - Public Works Facility Debt Service	428,026
	Transportation SDC	Support Services Fund - Assessments	100,000
	TUF Pavement Management	Transfer to TUF Pathways - Cedar Project	635,000
		Total Transportation Funds	3,536,066
<u>WATER FUNDS</u>	Water Operating Fund	Water Debt Service Fund	390,000
		Water Funded Depreciation	2,000,000
		General Fund - Share of Planning Operations	50,000
		Support Services Fund - Paperless Accounts Payable	25,000
		Water Rate Stabilization Fund	125,000
		Total Water Funds	2,590,000
<u>SEWER FUNDS</u>	Sewer Operating Fund	Sewer Funded Depreciation	506,363
		General Fund - Jackson Bottom	100,000
		General Fund - Share of Planning Operations	60,000
		Support Services Fund - Paperless Accounts Payable	25,000
		Total Sewer Funds	691,363
<u>SURFACE WATER MANAGEMENT (SWM) FUNDS</u>	Surface Water Mgmt Operating Fund	General Fund - Share of Planning Operations	25,000
		General Fund - Jackson Bottom	75,000
		Support Services Fund - Paperless Accounts Payable	25,000
		SWM Depreciation Fund - Public Works Facility Debt Service	60,856
	Surface Water Mgmt Depreciation Fund	Facilities Management Fund - Public Works Facility Debt Service	60,856
	Surface Water Mgmt SDC Fund	Facilities Management Fund - Public Works Facility Debt Service	173,719
		Total SWM Funds	420,431
<u>HILLSBORO ECONOMIC DEVELOPMENT FUNDS</u>	HEDC Downtown Tax Increment Fund	HEDC Downtown General Fund - Urban Renewal Projects	1,225,000
	HEDC No Hi Tax Increment Fund	HEDC No Hi Fund - Urban Renewal Projects	500,000
		Total HEDC Funds	1,725,000
<u>BUILDING FUND</u>	Building Fund	Facilities Mgmt Fund - Public Works Building	500,000
		Total Building Fund	500,000
<u>MISCELLANEOUS FUNDS</u>	Parks SDC Fund	Parks Capital Projects Fund - SDC eligible projects	1,880,100
	Gain Share Fund	Facilities Management Fund - Community Center	5,000,000
	Gain Share Fund	Transportation Fund - HWY 26 Cornelius Pass to Brookwood	3,000,000
	Gain Share Fund	TUF Pathways - Cedar Project	500,000
	Gain Share Fund	TIF Fund - Huffman Interim Road	500,000
	Gain Share Fund	NO HI UR General Fund- N. Industrial Development Plan	643,118
	Strategic Investment Program Fund	TUF PMP Fund - Pavement Management Program	2,000,000
	Strategic Investment Program Fund	Facilities Mgmt Fund - Police Facility	5,250,000
	Strategic Investment Program Fund	PERS Stabilization Fund - PERS reserve	750,000
		Total Miscellaneous Funds	19,523,218
		TOTAL TRANSFERS OUT	\$ 32,432,353



All Funds
2017-18 Budget Full Time Positions and
Total Personnel Services
Exhibit Eight

Table with 5 columns: DEPARTMENT/FUND, 2016-17 FISCAL YEAR (FULL TIME POSITIONS, PERSONNEL SERVICES BUDGET), and 2017-18 FISCAL YEAR (FULL TIME POSITIONS, PERSONNEL SERVICES BUDGET). Rows include Police Department, Fire Department, Parks & Recreation, Library, Planning, Municipal Court, Total General Fund, Emergency Operation Services, City Managers Office, Human Resources, Information Services, Finance, Facilities & Fleet Management, Total Support Services Funds, Total Building Fund, Total Public Works Funds, Total Water Funds, Economic Development, Cadet Program Fund, Parks Capital Projects Fund, Facilities Management Fund, HEDC Dwn't UR General Fund, HEDC No Hi General Fund, PERS Rate Stabilization Fund, Risk Management Fund, Fleet Management Fund, Total Miscellaneous Funds, and Total All Funds.

NOTE: Includes budgeted full time positions, part time positions, overtime, extra labor, and payroll and benefit costs

- (1) Fire added 1 position mid fiscal year
(2) Planning added 1 Limited Duration Planner and one Project Manager was moved to the CMO's Office
(3) CMO's office had one position transferred in from Planning and one from Information Services
(4) One position moved from Information Services to CMO's Office and one new position was added
(5) The Meter Reader Program moved from Water to Finance in FY 2016-17 which includes 3 FTE, additional adds were .5 position
(6) Water added 6 positions and 3 positions were moved to Finance in FY 2016-17
(7) Fleet added a position mid fiscal year

Exhibits

All Funds 2017-18 Personnel Full Time Staff Changes from 2016-17 Exhibit Nine

General Fund		Water Fund	
Police Department		Program & Support Manager	1.00
Police Officers (Traffic)	4.00	Project Specialist	1.00
Police Officer (Detective Family Crimes)	1.00	Project Manager	1.00
		Engineering technician	1.00
Fire Department		Engineering Associate	1.00
Battalion Chief (added mid-year)	1.00	Senior Program Manager	1.00
Firefighters	6.00	Meter Readers moved to Finance	(3.00)
		Total Water Fund	3.00
Parks & Recreation		Public Works	
Parks Maintenance Mechanic	1.00	Project Manager	1.00
Parks Maintenance Technician	1.00	Engineering Technician	1.00
		Maintenance and Operations Technician	2.00
Library		Engineering Associate	1.00
Administrative Support Specialist (Part Time)	1.00	Signal & Maintenance Technician	1.00
Library 1 (Youth Services)	0.63	Management Analyst (Limited Duration)	1.00
		Information Services Analyst (Public Works)	1.00
Planning		Principal Engineer (moved from FFD, reclassified)	1.00
Planner Limited Duration (added mid-year)	1.00		
Project Manager (moved to CMO's Office)	(1.00)		
Total General Fund	15.63	Total Public Works Fund	9.00
Support Services Fund		Fleet Management Fund	
City Managers Office		Fleet Coordinator (mid-year)	1.00
Project Manager (moved from Planning)	1.00	Total Fleet Management Fund	1.00
Management Analyst (moved from IS, reclassified from Information Services Administrator)	1.00		
Human Resources			
Management Specialist	1.00		
Post Graduate Intern	1.00		
Youth Advisory Council (YAC) Interns	2.00		
Information Services			
Information Services Administrator (moved to CMO, reclassified as Management Analyst)	(1.00)		
Finance			
Accountant	0.50		
Meter Readers (moved from Water)	3.00		
Facilities and Fleet Management			
Facilities Maintenance Coordinator	1.00		
Engineering Coordinator (moved and reclassified to PW)	(1.00)		
Total Support Services Fund	8.50	Total	37.13



2017-18 Budget Summary
Budgeted Appropriations By Category
Exhibit Ten

Table with 8 columns: Fund Name, PERSONNEL SERVICES, MATERIALS & SERVICES, CAPITAL OUTLAY, SPECIAL EXPENDITURES & DEBT SERVICE *, TRANSFERS, CONTINGENCY, UNAPPR END BAL, TOTAL. Rows include GENERAL FUNDS, SPECIAL REVENUE FUNDS, TRANSPORTATION FUNDS, BUILDING FUND, CAPITAL PROJECTS FUNDS, DEBT SERVICE FUND, ENTERPRISE FUNDS, SEWER FUND, SURFACE WATER MANAGEMENT, TRUST & AGENCY FUNDS, INTERNAL SERVICE FUNDS, and JOINT VENTURES.

**2017-18 Budget Summary
Budgeted Appropriations By Category
Exhibit Ten**

	PERSONNEL SERVICES	MATERIALS & SERVICES	CAPITAL OUTLAY	SPECIAL EXPENDITURES & DEBT SERVICE *	TRANSFERS	CONTINGENCY	UNAPPR END BAL	TOTAL
HILLSBORO ECONOMIC DEVELOPMENT COUNCIL								
DOWNTOWN TAX INCREMENT FUND				<i>144,069</i>	1,225,000	42,031		1,411,100
DOWNTOWN GENERAL FUND	49,965	570,000	104,475	725,000				1,449,440
NORTH HILLSBORO TAX INCREMENT FUND			347,000		500,000			847,000
NORTH HILLSBORO GENERAL FUND	49,980	600,000	724,138					1,374,118
TOTAL HEDC APPROPRIATIONS	\$ 99,945	\$ 1,170,000	\$ 1,175,613	\$ 869,069	\$ 1,725,000	\$ 42,031	\$ -	\$ 5,081,658
TOTAL BUDGET	\$ 107,642,734	\$ 49,498,530	\$ 224,377,647	\$ 78,236,801	\$ 32,432,353	\$ 16,463,390	\$ 27,617,634	\$ 536,269,089

* Debt Service amounts are italicized

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Appendix

- *Financial Policies*
- *Glossary of Terms*
- *Public Notices, Ordinances & Resolutions*



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.



Jeff 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*

Readopted September 2014 *Resolution #2475*

Readopted September 2015 *Resolution #2506*

Readopted September 2016 Resolution #2545

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 \$225 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 #2545 by the City Council of Hillsboro, Oregon in September 2016 and replaces the City's previous Resolution #2506 dated September 2015.

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 \$200,000,000 to \$250,000,000. 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, Savings Accounts and Certificates of Deposit:

The City may hold bank deposits or certificates of deposit 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:

US Treasury Obligations: Direct obligations of the United States Treasury whose payment is guaranteed by the United States. [ORS Section 294.035(3)(a)]

US Agency Obligations Primary: Senior debenture obligations of US federal agencies and instrumentalities or U.S. government sponsored enterprises (GSE) that have actively traded markets and provide a higher level of liquidity. These include: Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Corporation (FHLMC), Federal Home Loan Banks (FHLB), and the Federal Farm Credit Bureau (FFCB).

US Agency Obligations Secondary: Other US government sponsored enterprises that are less marketable are considered secondary GSEs. They include, but are not limited to: Private Export Funding Corporation (PEFCO), Tennessee Valley Authority (TVA), Financing Corporation (FICO) and Federal Agricultural Mortgage Corporation, (Farmer Mac).

Commercial Paper: Commercial Paper that is rated A1/P1 . In the case where both rating agencies provide ratings on the corporation, the highest rating will be used.

Corporate Indebtedness: Corporate indebtedness must be rated on the settlement date AA- or better by S&P or Aa3 or better by Moody's. In the case of a split rating, the highest rating of these two rating agencies will be used.

Local Government Investment Pool: State Treasurer's local short-term investment fund up to the statutory limit per ORS Section 294.810.

Certificates of Deposit: Certificates of deposit in insured institutions as defined in ORS 706.008, in credit unions as defined in ORS Section 723.006 or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state [ORS Section 294.035(3)(d)].

Bank Time Deposit/Savings Accounts: Time deposit open accounts or savings accounts in insured institutions as defined in ORS Section 706.008, in credit unions as defined in ORS Section 723.006 or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state [ORS Section 294.035(3)(d)].

Municipal Debt: Lawfully issued debt obligations of the States of Oregon, California, Idaho and Washington and political subdivisions of those states if the obligations have a long-term rating on the settlement date of AA- or better by S&P or Aa3 or better by Moody's. In the case of a split rating, the highest rating of these two rating agencies will be used.

Bankers' Acceptance: A short-term credit investment created by a non-financial firm and guaranteed by a qualified financial institution whose long-term letter of credit rating is at least AA- by S&P or Aa3 by Moody's.

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.

Issue Type	Maximum % Holdings	Maximum % per Issuer	Ratings S&P	Ratings Moody's
US Treasury Obligations	100%	None	N/A	N/A
US Agency Primary Securities FHLB, FNMA, FHLMC, FFCB	100%	35%	N/A	N/A
US Agency Secondary Securities FICO, FARMER MAC etc.	10%	5%	Security must be rated	Security must be rated
Oregon Short Term Fund	Maximum allowed per ORS 294.810	None	N/A	N/A
Bank Time Deposits/Savings Accounts	20%	20%	Oregon Public Depository	Oregon Public Depository
Certificates of Deposit	10%	5%	Oregon Public Depository	Oregon Public Depository
Corporate Bonds	20%	5%	AA-	Aa3
Municipal Bonds (OR, CA, ID, WA)	10%	10%	AA-	Aa3
Commercial Paper	10%	5%	A1+	P1
Banker's Acceptance	25%	5%	A1+ AA-Underlying	P1 Aa3 Underlying

DIVERSIFICATION CONSTRAINTS ON TOTAL HOLDINGS:

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%
Weighted Average Maturity	2 years
Security Structure Constraint	Maximum % of Total Portfolio
Callable Agency Securities	25%

- 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 Finance Committee.

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: See "Federal Agency Securities."

Bankers' Acceptance (BA's): A draft or bill of exchange drawn upon and accepted by a bank. Frequently used to finance shipping of international goods. Used as a short-term credit instrument, bankers' acceptances are traded at a discount from face value as a month market instrument in the secondary market on the basis of the credit quality of the guaranteeing bank.

Basis Point: A basis point is a unit of measure used in finance to describe the percentage change in the value or rate of a financial instrument. One basis point is equivalent to 0.01% (1/100th of a percent) or 0.0001 in decimal form. In most cases, it refers to changes in interest rates and bond yields.

Benchmark: A market index used as a comparative basis for measuring the performance of an investment portfolio. A performance benchmark should represent a close correlation to investment guidelines, risk tolerance and duration of the actual portfolio's investments.

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 in general, pay interest semiannually.

Broker/Dealer: A person or firm transacting securities business with customers. A “broker” acts as an agent between buyers and sellers, and receives a commission for these services. A “dealer” buys and sells financial assets from its own portfolio. A dealer takes risk by owning an inventory of securities, whereas a broker merely matches up buyers and sellers.

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.

Certificate of Deposit (CD): Bank obligation issued by a financial institution generally offering a fixed rate of return (coupon) for a specified period of time (maturity).

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 a company or financial institution. Issued at a discount and matures at par or face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

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.

Corporate Note: A debt instrument issued by a corporation with a maturity of greater than one year and less than ten years.

Coupon Rate: The annual rate of interest that the issuer of a bond promises to pay to the holder of the bond.

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.

Delivery Versus Payment (DVP): Settlement procedure in which securities are delivered versus payment of cash, but only after cash has been received. Most security transactions, including those through the Fed Securities Wire system and DTC, are done DVP as a protection for both the buyer and seller of securities.

Depository Trust Company (DTC): A firm through which members can use a computer to arrange for securities to be delivered to other members without physical delivery of certificates. A member of the Federal Reserve System and owned mostly by the New York Stock Exchange, the Depository Trust Company uses computerized debit and credit entries. Most corporate securities, commercial paper, CDs and BAs clear through DTC.

Discount Notes: Short term debt obligations issued by Federal Agencies at a discount. Discount notes mature at par and can range in maturity from overnight to one year. Discount Notes typically have very large primary (new issue) and secondary markets.

Federal Agency Security: A debt instrument issued by one of the federal agencies. Federal agencies are considered second in credit quality and liquidity only to U.S. Treasuries.

Federal Agency: Government sponsored/owned entity created by the U.S. Congress, generally for the purpose of acting as a financial intermediary by borrowing in the marketplace and directing proceeds to specific areas of the economy considered to otherwise have restricted access to credit markets.

Federal Farm Credit Bank (FFCB): A Government Sponsored Enterprise (GSE) system that is a network of cooperatively owned lending institutions that provide credit services to farmers, agricultural cooperatives and rural utilities. The FFCBs act as financial intermediaries that borrow money in the capital markets and use the proceeds to make loans and provide other assistance to farmers and farm-affiliated businesses. FFCB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. Financial system and agricultural industry. Also issues notes under its "designated note" program.

Federal Home Loan Bank System (FHLB). A Government Sponsored Enterprise (GSE) system, consisting of wholesale banks (currently twelve district banks) owned by their member banks, which provides correspondent banking services and credit to various financial institutions, financed by the issuance of securities. The principal purpose of the FHLB is to add liquidity to the mortgage markets. Although FHLB does not directly fund mortgages, it provides a stable supply of credit to thrift institutions that make new mortgage loans. FHLB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing



market. Frequent issuer of discount notes, agency notes and callable agency securities. Also issues notes under its “global note” and “TAP” programs.

Federal Home Loan Mortgage Corporation (FHLMC or "Freddie Mac"). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides stability and assistance to the secondary market for home mortgages by purchasing first mortgages and participation interests financed by the sale of debt and guaranteed mortgage backed securities. FHLMC debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also issues notes under its “reference note” program.

Federal National Mortgage Association (FNMA or "Fannie Mae"). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides liquidity to the residential mortgage market by purchasing mortgage loans from lenders, financed by the issuance of debt securities and MBS (pools of mortgages packaged together as a security). FNMA debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also issues notes under its “benchmark note” program.

Federal Reserve Bank. One of the 12 distinct banks of the Federal Reserve System.

Federal Reserve System (the Fed). The independent central bank system of the United States that establishes and conducts the nation's monetary policy. This is accomplished in three major ways: (1) raising or lowering bank reserve requirements, (2) raising or lowering the target Fed Funds Rate and Discount Rate, and (3) in open market operations by buying and selling government securities. The Federal Reserve System is made up of twelve Federal Reserve District Banks, their branches, and many national and state banks throughout the nation. It is headed by the seven member Board of Governors known as the “Federal Reserve Board” and headed by its Chairman.

Finance Committee: Subcommittee of the City Council appointed by the Mayor on an annual basis.

General Obligation Bonds (GOs): Bonds secured by the pledge of the municipal issuer’s full faith and credit, which usually includes unlimited taxing power.

Government Bonds: Securities issued by the federal government; they are obligations of the U.S. Treasury. Also known as “governments.”

Government Sponsored Enterprise (GSE): Privately owned entity subject to federal regulation and supervision, created by the U.S. Congress to reduce the cost of capital for certain borrowing sectors of the economy such as students, farmers, and homeowners. GSEs carry the implicit backing of the U.S. Government, but they are not direct obligations of the U.S. Government. For this reason, these securities will offer a yield premium over Treasuries. Some consider GSEs to be stealth recipients of corporate welfare. Examples of GSEs include: FHLB, FHLMC, FNMA and FFCB.

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 Advisor: A company that provides professional advice managing portfolios, investment recommendations and/or research in exchange for a management fee.

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.

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.

NRSRO: A “Nationally Recognized Statistical Rating Organization.” A designated rating organization that the SEC has deemed a strong national presence in the U.S. NRSROs provide credit ratings on corporate and bank debt issues. Only ratings of a NRSRO may be used for the regulatory purposes of rating such as Moody’s, S&P, Fitch and Duff & Phelps.

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.

Prudent Person Standard: Standard that requires that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee will act with care, skill, prudence, and diligence under the circumstances the prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the entity.

Rate of Return: Amount of income received from an investment, expressed as a percentage of the amount invested.



State of Oregon Local Government Investment Pool (OSTF – Oregon Short Term Fund): The OSTF is organized pursuant to ORS 294.805 through 294.895. Participation in the Pool will not exceed the maximum limit annually set by ORS 294.810.

Total Return: Investment performance measured over a period of time that includes coupon interest, interest on interest, and both realized and unrealized gains or losses. Total return includes, therefore, any market value appreciation/depreciation on investments held at period end.

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.

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 Loans: Loans made by one fund to another and authorized by resolution or ordinance (ORS 294.460).



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 storm water 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	MSTIP	Major Streets Transportation Improvement Program
ASR	Aquifer Storage and Recovery	NOAA	National Oceanic and Atmospheric Administration
AV	Assessed Valuation or Assessed Value	OAR	Oregon Administrative Rule
BOLI	Bureau of Labor and Industries	ODOT	Oregon Department of Transportation
CAFR	Comprehensive Annual Financial Report	OJTA	Oregon Jobs and Transportation Act
CDBG	Community Development Block Grant	OLCC	Oregon Liquor Control Commission
CIP	Capital Improvement Program	OMFOA	Oregon Municipal Finance Officers Association
CLG	Certified Local Government Grant	OPSRP	Oregon Public Service Retirement Plan
COLA	Cost of Living Adjustment	ORS	Oregon Revised Statutes
CPI	Consumer Price Index	PCI	Payment Card Industry
CWS	Clean Water Services	PCI	Pavement Condition Index
DFP	Downtown Framework Plan	PERS	Public Employees Retirement System
DOJ	Department of Justice	PMP	Pavement Management Program
EXTAC	Executive Technology Advisory Committee	RFP	Request for Proposal
FASB	Financial Accounting Standards Board	RMV	Real Market Value
FCC	Federal Communications Commission	ROE	Return on Effort
FEMA	Federal Emergency Management Agency	ROI	Return on Investment
FICA	Federal Insurance Contributions Act	RUDAT	Regional Urban Design Assistance Team
FLG	Financial Liaison Group	SDC	System Development Charges
FLSA	Fair Labor Standards Act	SIP	Strategic Investment Plan
FTE	Full Time Equivalent	SLT	Senior Leadership Team
FY	Fiscal Year	SOX	Sarbanes-Oxley Act (compliance)
GAAP	Generally Accepted Accounting Principles	SWM	Surface Water Management
GASB	Government Accounting Standards Board	TDT	Transportation Development Tax
GFOA	Government Finance Officers Association	TIF	Traffic Impact Fee
GIS	Geographic Information System	TIGER	Transportation Investment Generating Economic Recovery (Grant program)
HLAC	Historic Landmarks Advisory Committee	TPS	Technical Proposal Summary
HUD	Department of Housing and Urban Development	TSC	Technology Steering Committee
IGA	Intergovernmental Agreement	TSP	Transportation System Plan
ITB	Invitation to Bid	TUF	Transportation Utility Fee
LEED	Leadership in Energy & Environmental Design	UGB	Urban Growth Boundary
LID	Local Improvement District	USA	Unified Sewerage Agency
LOT	Local Option Tax	WCCLS	Washington County Cooperative Library Services
MOA	Memorandum of Agreement		
MOU	Memorandum of Understanding		

Public Notices, Ordinances, Resolutions



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

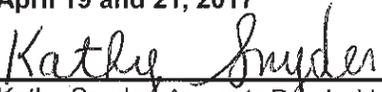
AFFIDAVIT OF PUBLICATION

State of Oregon, County of Washington, SS I, Kathy Snyder, being the first duly sworn, depose and say that I am the Accounts Receivables 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
HT93615**

a copy of which is hereto attached, was published in the entire issues of said newspapers for

1
week in the following issues:
April 19 and 21, 2017



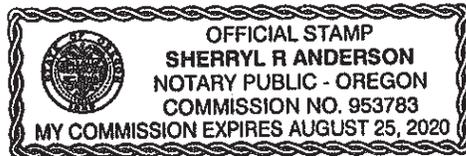
Kathy Snyder, Accounts Receivables Manager

Subscribed and sworn to before me this
April 21, 2017



NOTARY PUBLIC FOR OREGON
My commission expires

Acct #600182
Attn: Lauren Caudle
City of Hillsboro
150 East Main Street
Hillsboro OR 97123-4028



**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, 2017 to June 30, 2018 will be held at the Hillsboro Civic Center conference room 113 B&C, 150 E. Main, Hillsboro, Oregon. This meeting will take place on **Wednesday, May 10, 2017 at 6:00 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 3, 2017 online at <https://www.hillsboro-oregon.gov/departments/finance/budget> or 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: <https://www.hillsboro-oregon.gov/your-city-government/news-notices/public-notices/-seldept-5>

Amber Ames, City Recorder
Publish 04/19/2017.

HT15893615

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the City of Hillsboro City Council (Governing Body) will be held on June 20, 2017 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, 2017, 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 <https://www.hillsboro-oregon.gov/departments/finance/budget> or at 150 E Main Street on the 5th floor, between the hours of 8:00 am and 5:00 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 <https://www.hillsboro-oregon.gov> and will remain available through June 20, 2017.

Contact: Suzanne Linneen, Finance Director Telephone 503-681-6100 Email: suzanne.linneen@hillsboro-oregon.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2015-16	Adopted Budget This Year 2016-17	Approved Budget Next Year 2017-18
Beginning Fund Balance/Net Working Capital	208,668,130	199,913,557	219,471,638
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	113,044,922	114,654,976	123,555,400
Federal, State & All Other Grants, Gifts, Allocations & Donations	10,880,505	11,744,640	10,244,075
Revenue from Bonds and Other Debt	9,000,000	14,500,000	500,000
Interfund Transfers / Internal Service Reimbursements	60,805,020	55,741,913	56,908,806
All Other Resources Except Current Year Property Taxes	36,874,794	35,541,970	49,711,202
Current Year Property Taxes Estimated to be Received	63,481,890	65,174,224	69,094,351
Total Resources	502,755,261	497,271,280	529,485,472

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	90,033,531	99,163,451	107,466,789
Materials and Services	32,645,874	49,636,005	48,351,030
Capital Outlay	57,952,544	194,192,559	222,195,056
Debt Service	14,786,182	15,615,177	9,419,513
Interfund Transfers	39,308,596	35,241,261	30,707,353
Contingencies	-	16,075,527	16,538,674
Special Payments	54,119,149	61,936,782	67,189,423
Unappropriated Ending Balance & Reserved for Future Expenditure	213,909,385	25,410,518	27,617,634
Total Requirements	502,755,261	497,271,280	529,485,472

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENTS (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Police	30,917,117	32,736,108	34,871,082
FTE	183.00	185.00	190.00
Fire	19,708,417	20,672,485	23,104,278
FTE	108.00	111.00	118.00
Parks and Recreation	45,704,796	28,235,835	33,201,376
FTE	92.75	93.75	95.75
Library	8,538,172	9,541,814	10,132,086
FTE	52.00	52.00	53.63
Planning	4,672,565	5,234,115	5,354,529
FTE	25.00	25.00	25.00
Street Lighting	845,951	1,010,000	1,010,000
FTE	-	-	-
Special Expenditures	53,510,704	48,920,595	49,275,110
FTE	-	-	-
City Manager's Office	3,296,116	4,156,165	4,598,143
FTE	15.50	19.50	21.50
Human Resources	5,002,328	5,479,290	6,335,772
FTE	13.00	12.00	16.00
Information Services	6,413,057	8,420,844	8,439,643
FTE	31.00	32.00	31.00
Finance	3,051,516	3,587,253	3,927,568
FTE	22.00	23.00	26.50
Municipal Court	518,093	563,316	588,204
FTE	3.00	3.00	3.00
Public Works - Facilities and Fleet Division	32,197,780	42,933,461	43,776,527
FTE	21.00	21.00	22.00
Support Service Expenses	4,318,538	4,507,347	4,975,805
FTE	-	-	-
Economic Development	3,960,468	3,817,500	3,360,460
FTE	6.00	7.00	7.00
Building	29,382,218	20,458,974	19,768,510
FTE	43.00	43.00	43.00
Public Works	129,889,460	129,070,651	136,412,740
FTE	73.00	78.00	87.00
Water	120,563,441	127,634,527	140,139,769
FTE	72.00	75.00	78.00
Library Board	255,465	281,800	204,700
FTE	-	-	-
Cemetery Trust	9,059	9,200	9,170
FTE	-	-	-
Total Requirements	502,755,261	497,271,280	529,485,472
Total FTE	760.25	780.25	817.38



STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Overall, changes to the budget include \$3.3 million increases to revenue for water, transportation, sewer and surface water management charges for services. The budget includes System Development Charge increases of \$3.2 million. Revenues budgeted for debt issuance decreased as a one-time bond sale was budgeted in 2016-17 to pay for a portion of the new public works facility. Other resources budgeted increased by approximately \$14.2 million, primarily due to increased budgeted partner payments of approximately \$11.3 million in the Water Department for the Joint Water Commission (JWC) plant expansion. Property taxes are budgeted across the City at a 3.4% increase in assessed value from actual in 2016-17.

Increases in personnel services are a result of step increases and a 2.5% cost of living adjustment for general service employees and Fire union employees as well as a 3.0% cost of living adjustment for Police union employees. PERS contribution rates have increased on average by 22% from 2016-17. Additionally, health related costs have been projected to increase between 5% and 6.4% depending on the plan in January 2018. All personnel services increases are a result of these factors, except for departments which added positions. 37.13 new full-time equivalent positions are included in the proposed budget, of which 3 were added mid FY 2016-17. Listed below are department changes, greater than \$5 million (amounts are approximated):

Public Works - Personnel services increased approximately \$1.1 million due to the addition of 9 FTE, and for the aforementioned increases above.

Budgeted capital outlay in the Public Works Department increased by \$10.3 million to a total of \$76.8 million, most significantly including capital reserves for future projects of \$52.7 million. Budgeted projects in excess of \$1 million feature \$3.6 million for Cedar St Bicycle/Pedestrian Path Improvements, \$3 million for contributions to the US Hwy 26 Widening, \$2.8 million for Jackson School Rd Bicycle/Pedestrian Path Improvements, \$2.5 million for 253rd Ave Extension and Huffman Rd, \$2.3 million for NW Century Blvd Extension, \$1.9 million for NE Cherry Dr extension, \$1.5 million for Griffin Oaks Pavement Replacement, \$1.5 million for 1911/1936 sewer pipe replacement, and \$1.2 million for Lincoln and 2nd St Improvements. Vehicle and Equipment replacements are also budgeted for 2017-18 for \$1.2 million.

Water - Personnel services increased approximately \$900,000 due to the addition of 6 FTE positions (less its share of 3 meter reader positions moved to the Finance Department) and for the aforementioned increases above.

Budgeted Capital outlay in the Water department increased by \$11.5 million to a total of \$103.9 million most significantly including capital reserves for future projects and equipment replacement of \$53.2 million. Budgeted projects in excess of \$1 million feature \$20.9 million for the Willamette Water Supply, \$9.8 million for Joint Venture Reimbursement, and \$900,000 for the South Hillsboro Butternut Creek Supply Line. JWC budgeted projects include \$14.8 million for the Design and Construction of the Treatment Plant 10 Million Gallon per Day Expansion.

PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
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	89,085,031	-
Other Borrowings	-	-
Total	\$ 89,085,031	\$ -

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

**FORM LB-50
2017-2018**

To assessor of Washington County

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 has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Washington County. The property tax, fee, charge or assessment is categorized as stated by this form.

150 E Main St Hillsboro OR 97123 6/20/2017
Mailing Address of District City State ZIP code Date

Suzanne Linneen Finance Director 503-681-6404 suzanne.linneen@hillsboro-oregon.gov
Contact Person Title Daytime Telephone Contact Person E-Mail

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: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount		
1.	Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	3.6665	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
2.	Local option operating tax	2	1.7200	
3.	Local option capital project tax	3		
4.	City of Portland Levy for pension and disability obligations	4		
5a.	Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.		
5b.	Levy for bonded indebtedness from bonds approved by voters 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
Operating	May 2017	2018-19	2022-23	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)



ORDINANCE NO. 6238

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, 2017, 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 2017-2018 fiscal year in the sum of \$531,187,431 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	353,611	
Materials & Services	38,900	
Special Payments	195,693	588,204

Police Department

Personnel Services	25,099,485	
Materials & Services	2,800,994	
Capital Outlay	435,000	
Special Payments	5,355,353	33,690,832

Fire Department

Personnel Services	17,596,569	
Materials & Services	1,611,337	
Capital Outlay	475,000	
Special Payments	3,102,904	22,785,810

Parks & Recreation Department

Personnel Services	13,068,354	
Materials & Services	3,030,050	
Capital Outlay	405,945	
Special Payments	4,865,092	21,369,441

Library		
Personnel Services	6,429,034	
Materials & Services	1,114,773	
Capital Outlay	65,500	
Special Payments	<u>2,522,779</u>	10,132,086
Planning Department		
Personnel Services	3,192,214	
Materials & Services	625,300	
Special Payments	<u>1,537,015</u>	5,354,529
Street Lighting		
Materials & Services	1,000,000	
Capital Outlay	<u>10,000</u>	1,010,000
Special Expenditures		
Special Payments	1,247,268	
Contingency	3,424,000	
* Unappropriated Ending Fund Balance	<u>13,131,201</u>	17,802,469
Transfers		
Transfers to other Funds	<u>3,446,275</u>	3,446,275
Public Art Fund		
Materials and Services	160,000	
Capital Outlay	<u>111,750</u>	271,750
Economic Development Fund		
Personnel Services	977,684	
Materials & Services	1,221,706	
Capital Outlay	923,475	
Special Payments	<u>237,595</u>	3,360,460
PERS Stabilization Fund		
Personnel Services	100,000	
Contingency	500,000	
Unappropriated Ending Fund Balance	<u>3,854,285</u>	<u>4,454,285</u>
Total General Funds		<u><u>124,266,141</u></u>



POLICE FORFEITURE FUND		
Materials & Services	<u>88,500</u>	<u>88,500</u>
CADET PROGRAM FUND		
Personnel Services	40,039	
Materials & Services	31,700	
Contingency	100,000	
* Unappropriated Ending Fund Balance	<u>996,011</u>	<u>1,167,750</u>
PARKS SDC FUND		
Capital Outlay	6,687,004	
Debt Service	721,796	
Transfers	<u>1,880,100</u>	<u>9,288,900</u>
TRANSPORTATION FUNDS (Includes Transportation Operating, TUF, TIF, TDT, Special Assessments, Funded Depreciation)		
Personnel Services	4,135,295	
Materials & Services	7,509,550	
Capital Outlay	54,240,776	
Special Payments	1,421,845	
Transfers	<u>3,536,066</u>	<u>70,843,532</u>
WETLAND MITIGATION FUND		
Materials & Services	10,000	
* Unappropriated Ending Fund Balance	<u>111,365</u>	<u>121,365</u>
BUILDING FUND		
Personnel Services	5,579,934	
Materials & Services	765,500	
Capital Outlay	330,000	
Special Payments	1,541,509	
Transfers	500,000	
Contingency	5,000,000	
* Unappropriated Ending Fund Balance	<u>6,051,567</u>	<u>19,768,510</u>
PARKS CAPITAL PROJECTS FUND		
Personnel Services	133,076	
Materials & Services	150,000	
Capital Outlay	1,130,459	
Debt Service	<u>670,515</u>	<u>2,084,050</u>

GAIN SHARE CAPITAL PROJECTS FUND

Materials & Services	1,500,000	
Transfers	<u>9,643,118</u>	<u>11,143,118</u>

WATER FUNDS

(Includes Water Operating, Debt Service, SDC Fund, Rate Stabilization and Funded Depreciation)

Personnel Services	6,347,456	
Materials & Services	2,938,820	
Capital Outlay	86,607,126	
Special Payments	8,088,098	
Debt Service	3,942,370	
Transfers	2,590,000	
Contingency	725,000	
* Unappropriated ending balance	<u>2,024,065</u>	<u>113,262,935</u>

SEWER FUNDS

(Includes Sewer Operating, SDC Fund, Funded Depreciation and Local Service Fee)

Personnel Services	2,830,232	
Materials & Services	521,700	
Capital Outlay	18,075,986	
Special Payments	30,854,072	
Transfers	<u>691,363</u>	<u>52,973,353</u>

SURFACE WATER MANAGEMENT (SWM) FUNDS

(Includes SWM Operating, SDC Fund, Funded Depreciation, and Local Service Fee)

Personnel Services	3,118,307	
Materials & Services	2,061,900	
Capital Outlay	3,657,160	
Special Payments	3,237,457	
Transfers	<u>420,431</u>	<u>12,495,255</u>

PROPERTY MANAGEMENT FUND

Materials & Services	<u>100,600</u>	<u>100,600</u>
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INTERMODAL TRANSIT FACILITY FUND

Materials & Services	251,500	
Contingency	<u>29,400</u>	<u>280,900</u>



BROADBAND USERS GROUP FUND

Materials & Services	352,951	
Capital Outlay	10,000	
Contingency	<u>331,455</u>	<u>694,406</u>

PORTLAND USERS GROUP

Materials & Services	31,000	
* Unappropriated Ending Fund Balance	<u>9,015</u>	<u>40,015</u>

LIBRARY BOARD AGENCY FUND

Materials & Services	<u>204,700</u>	<u>204,700</u>
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CEMETERY ENDOWMENT TRUST FUND

* Unappropriated Ending Fund Balance	<u>9,170</u>	<u>9,170</u>
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STRATEGIC INVESTMENT PROGRAM (SIP) FUND

Materials & Services	15,000	
Special Payments	1,500	
Debt Service	4,181,028	
Transfers	8,000,000	
Contingency	<u>4,609,720</u>	<u>16,807,248</u>

SUPPORT SERVICES FUND

Emergency Operation Services

Personnel Services	265,198	
Materials & Services	<u>53,270</u>	318,468

City Administration Department

Personnel Services	3,091,576	
Materials & Services	<u>1,385,700</u>	4,477,276

Human Resources Department

Personnel Services	1,626,506	
Materials & Services	<u>562,050</u>	2,188,556

Information Services Department		
Personnel Services	4,048,537	
Materials & Services	2,415,685	
Capital Outlay	<u>1,241,000</u>	7,705,222
Finance Department		
Personnel Services	2,973,318	
Materials & Services	<u>417,250</u>	3,390,568
Public Works - Facilities & Fleet Division		
Personnel Services	2,139,976	
Materials & Services	<u>161,775</u>	2,301,751
Special Expenditures		
Contingency	<u>521,520</u>	<u>521,520</u>
Total Support Services Fund		<u>20,903,361</u>
SUSTAINABILITY REVOLVING FUND		
Materials & Services	<u>120,867</u>	<u>120,867</u>
FACILITIES MANAGEMENT FUND		
Personnel Services	40,000	
Materials & Services	9,162,342	
Capital Outlay	27,022,863	
Debt Service	<u>662,600</u>	<u>36,887,805</u>
RISK MANAGEMENT FUND		
Personnel Services	461,837	
Materials & Services	137,660	
Special Payments	2,106,500	
Contingency	<u>541,219</u>	<u>3,247,216</u>
LOSS RESERVE FUND		
* Unappropriated ending balance	<u>900,000</u>	<u>900,000</u>



FLEET MANAGEMENT FUND

Personnel Services	654,410	
Materials & Services	943,500	
Capital Outlay	4,325,990	
Contingency	<u>150,000</u>	<u>6,073,900</u>

COPIER PROGRAM FUND

Materials & Services	127,500	
Capital Outlay	160,000	
Contingency	50,000	
* Unappropriated Ending Fund Balance	<u>199,500</u>	<u>537,000</u>

JOINT WATER COMMISSION

Personnel Services	2,973,796	
Materials & Services	4,529,050	
Capital Outlay	17,070,250	
Special Payments	755,645	
Contingency	<u>500,000</u>	<u>25,828,741</u>

BARNEY JOINT COMMISSION

Personnel Services	266,345	
Materials & Services	175,400	
Capital Outlay	216,750	
Special Expenditures	119,098	
Contingency	<u>270,500</u>	<u>1,048,093</u>

TOTAL		<u>\$ 531,187,431</u>
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* Unappropriated Ending Fund Balances are listed for control purposes only and are not appropriated for expenditures in fiscal year 2017-2018.

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 2017-2018 upon the assessed value of all taxable property within the City of Hillsboro as of 1:00 a.m. July 1, 2017.

	Subject to the General Government Limitation
General Fund Tax	<u>\$3.6665/\$1,000</u>
Local Option Tax	<u>\$1.7200/\$1,000</u>
	<u>\$5.3865/\$1,000</u>

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.

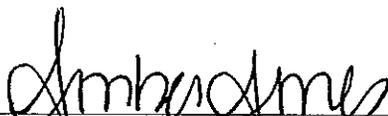
Passed by the City Council this 20th day of June 2017.

Approved by the Mayor this 20th day of June 2017.



Steve Callaway, Mayor

ATTEST:



Amber Ames, City Recorder



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, Kathy Snyder, being the first duly sworn, depose and say that I am the Accounts Receivables 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

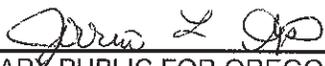
**Hillsboro Economic Development Council
Notice of Budget Committee Meeting
HT94595**

a copy of which is hereto attached, was published in the entire issues of said newspapers for

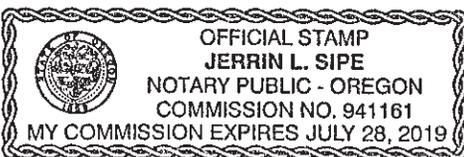
1
week in the following issues:
April 26 and 28, 2017


Kathy Snyder, Accounts Receivables Manager

Subscribed and sworn to before me this April 28, 2017.


NOTARY PUBLIC FOR OREGON

Acct #600182
Attn: Lauren Caudle
City of Hillsboro
150 East Main Street
Hillsboro OR 97123-4028
Size: 2 x 4.45"
Amount Due: **\$68.08***
*Please remit to the above address.



**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, 2017 to June 30, 2018 will be held at the Hillsboro Civic Center conference room 113 B&C, 150 E. Main, Hillsboro, Oregon. This meeting will take place on **Wednesday, May 10, 2017 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 3, 2017 online at <https://www.hillsboro-oregon.gov/departments/finance/budget> or 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: <https://www.hillsboro-oregon.gov/your-city-government/news-notices/public-notices/-seldept-5>

Amber Ames, City Recorder
Publish 04/26/2017.

HT15894595

FORM UR-1

NOTICE OF BUDGET HEARING

Governing Body Name: Hillsboro Economic Development Council

A public meeting of the Hillsboro Economic Development Council will be held on June 20, 2017, 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, 2017, 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 <https://www.hillsboro-oregon.gov/departments/finance/budget> 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 <https://www.hillsboro-oregon.gov> and will remain available through June 20, 2017.

Contact: Suzanne Linneen, Finance Director Telephone: 503-681-6100 Email: suzanne.linneen@hillsboro-oregon.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2015-16	Adopted Budget This Year 2016-17	Approved Budget Next Year 2017-18
Beginning Fund Balance/Net Working Capital	988,165	983,000	1,215,790
Federal, State and All Other Grants	-	-	-
Revenue from Bonds and Other Debt	-	-	-
Interfund Transfers	800,000	1,101,000	1,725,000
All Other Resources Except Division of Tax & Special Levy	4,412	4,377,000	654,368
Revenue from Division of Tax	907,666	1,006,000	1,486,500
Revenue from Special Levy	-	-	-
Total Resources	2,700,243	7,467,000	5,081,658

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	-	106,273	99,945
Materials and Services	23,298	870,000	1,170,000
Capital Outlay	775,000	3,895,727	1,175,613
Debt Service	144,069	144,069	144,069
Interfund Transfers	800,000	1,101,000	1,725,000
Contingencies	-	349,931	42,031
All Other Expenditures and Requirements	-	1,000,000	725,000
Unappropriated Ending Fund Balance	957,876	-	-
Total Requirements	2,700,243	7,467,000	5,081,658

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Downtown Hillsboro Tax Increment	1,493,605	1,494,000	1,411,100
FTE	-	-	-
Downtown Hillsboro Capital Projects	1,206,638	1,401,000	1,449,440
FTE	-	-	-
North Hillsboro Urban Renewal Tax Increment	-	101,000	847,000
FTE	-	-	-
North Hillsboro Urban Renewal Capital Projects	-	4,471,000	1,374,118
FTE	-	-	-
Total Requirements	2,700,243	7,467,000	5,081,658
Total FTE	-	-	-

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

2017-18 is the seventh 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 \$101,000.

2017-18 is the second year of funding for the North Hillsboro Urban Renewal Area. The majority of the decrease in budget for this urban renewal is from a 2016-17 one-time payment from other governments of approximately \$4.4 million from the City of Hillsboro's Gain Share Fund for projects related to large lot recruitments. A similar payment from the City of Hillsboro is not budgeted for 2017-18.

Staff time is charged to both Urban Renewal areas; however, the FTE reside with the Economic Development Department of the City of Hillsboro. Thus, no FTE's are specifically listed in this public notice.

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	691,551	-
Total	691,551	-



FORM UR-50

NOTICE TO ASSESSOR

2017-18

• 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 2017-18 ad valorem tax increment amounts (Agency Name)

by plan area for the tax roll of Washington County (County Name)

Suzanne Linneen 503-681-6404 06/20/17 (Contact Person) (Telephone Number) (Date Submitted)

150 E Main Street, Hillsboro OR 97123 susanne.linneen@hillsboro-oregon.gov (Agency's Mailing Address) (Contact Person's E-mail Address)

Yes, the agency has filed an impairment certificate by May 1 with the assessor (ORS 457.445).

Part 1: Option One Plans (Reduced Rate). For definition of Option One plans, see ORS 457.435(2)(a)

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax*, Special Levy Amount**. Rows contain \$ and Or indicators.

Part 2: Option Three Plans (Standard Rate). For definition of Option Three plans, see ORS 457.435(2)(c)

Table with 4 columns: Plan Area Name, Increment Value to Use***, 100% from Division of Tax***, Special Levy Amount****. Rows contain \$ and Or indicators.

Part 3: Other Standard Rate Plans. For definition of standard rate plans, see ORS 457.445(2)

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax*, and a shaded column. Rows contain \$ and Or indicators.

Part 4: Other Reduced Rate Plans. For definition of reduced rate plans, see ORS 457.445(1)

Table with 4 columns: Plan Area Name, Increment Value to Use*, 100% from Division of Tax*, and a shaded column. Includes Downtown Hillsboro Urban Renewal Area and North Hillsboro Urban Renewal Area.

Notice to Assessor of Permanent Increase in Frozen Value. Effective 2016-2017, permanently increase frozen value to:

Table with 2 columns: Plan Area Name, New frozen value \$. Rows for Downtown Hillsboro and North Hillsboro Urban Renewal Areas.

- * 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. 61-17

A RESOLUTION OF THE HILLSBORO ECONOMIC DEVELOPMENT COUNCIL, AN URBAN RENEWAL AGENCY IN HILLSBORO, WASHINGTON COUNTY, OREGON FOR FISCAL YEAR JULY 1, 2017 TO JUNE 30, 2018, 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 2017-2018 fiscal year in the sum of \$5,081,658 (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:

Downtown Urban Renewal Tax Increment Fund		
Debt Service	\$ 144,069	
Transfers	1,225,000	
Contingency	42,031	1,411,100
		<hr/>
Downtown Urban Renewal General Fund		
Personnel Services	49,965	
Materials & Services	570,000	
Capital Outlay	104,475	
Special Payments	725,000	1,449,440
		<hr/>
North Hillsboro Urban Renewal Tax Increment Fund		
Capital Outlay	347,000	
Transfers	500,000	847,000
		<hr/>
North Hillsboro Urban Renewal General Fund		
Personnel Services	49,980	
Materials & Services	600,000	
Capital Outlay	724,138	1,374,118
		<hr/>
Total		<u>\$ 5,081,658</u>

Section 2. This Finance Director is hereby directed to certify to the County Assessor of Washington County a request for the Downtown Urban Development Area and the North Hillsboro Urban Development Area for a maximum amount of revenue that may be raised by the 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 20th day of June 2017.



Steve Callaway, Chairman

ATTEST: 

Amber Ames, City Recorder