

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 708 BEAVERTON ARTS COMMISSION

DEPT: 03 REVENUE

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010 YTD	2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301 BEGINNING WORKING CAPITAL

	-98,513		-104,940		-100,035		-100,035	-100,035		-57,964		-57,964
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TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-98,513		-104,940		-100,035		-100,035	-100,035		-57,964		-57,964
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CLASS: 15 INTERGOVERNMENTAL REVENUE

328 GRANTS - STATE

	-4,000		-5,000		-5,000		-5,250	-5,250		-5,000		-5,000
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TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

	-4,000		-5,000		-5,000		-5,250	-5,250		-5,000		-5,000
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CLASS: 30 FINES & FORFEITURES

379 BAC MEMBERSHIP FEE & OTHER REV

	-3,150		-3,705		-3,000		-1,630	-3,000		-3,000		-3,000
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TOTAL CLASS: 30 FINES & FORFEITURES

	-3,150		-3,705		-3,000		-1,630	-3,000		-3,000		-3,000
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CLASS: 35 MISCELLANEOUS REVENUES

384 INVESTMENT INTEREST EARNINGS

	-5,857		-2,649		-1,100		-959	-1,100		-750		-750
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389 MISCELLANEOUS REVENUES

	-9,355		-5,692		-5,000		-6,905	-7,000		-4,000		-4,000
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390 CONTRIBUTIONS AND DONATIONS

	-6,588		-11,549		-8,000		-19,179	-15,000		-8,000		-8,000
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395 GRANTS - PRIVATE

	-3,875		-4,928		-3,000		-79	-2,850		-3,000		-3,000
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399 REIMBURSEMENTS - OTHER

			-2,267									
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City of Beaverton - Finance
 Budget Preparation - 2011

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 708 BEAVERTON ARTS COMMISSION

DEPT: 03 REVENUE

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010 YTD	2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

TOTAL CLASS: 35 MISCELLANEOUS REVENUES

	-25,675		-27,085		-17,100		-27,122	-25,950	-15,750		-15,750	
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CLASS: 40 INTERFUND TRANSFERS/LOANS

414 TRSFERS FROM STATE REV. SHG. FD

	-115,879		-189,167		-217,075		-121,380	-217,075	-241,543		-241,543	
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TOTAL CLASS: 40 INTERFUND TRANSFERS/LOANS

	-115,879		-189,167		-217,075		-121,380	-217,075	-241,543		-241,543	
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TOTAL DEPARTMENT: 03 REVENUE

	-247,217		-329,897		-342,210		-255,417	-351,310	-323,257		-323,257	
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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 708 BEAVERTON ARTS COMMISSION

DEPT: 10 MAYOR'S OFFICE

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010 YTD	2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONAL SERVICES

019	EXC DIRECTOR - ARTS COMMISSION											
	72,433	1.00	74,688	1.00	74,689	1.00	69,538	74,689	76,894	1.00	76,894	1.00
239	SUPPORT SPECIALIST 1											
									15,915	.50	15,915	.50
275	EXTRA HELP											
	2,765		3,710		5,000		5,089	5,000	5,000		5,000	
299	PAYROLL TAXES AND FRINGES											
	40,682		41,808		46,386		40,553	42,330	61,354		61,354	

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TOTAL CLASS: 05 PERSONAL SERVICES												
	115,880	1.00	120,206	1.00	126,075	1.00	115,180	122,019	159,163	1.50	159,163	1.50

CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	460		660		500		479	500	600		600	
302	POSTAGE EXPENSE											
	41		90		250		52	250	250		250	
307	MEMBERSHIP FEES											
	257		275		300		275	300	300		300	
321	TRAVEL AND SUBSISTENCE											
	1,061		1,102		1,000			500	1,000		1,000	
326	TRAINING											
	543		630		500		437	500	2,200		2,200	
328	MEALS & RELATED EXPENSE											
	745		567		700		401	700	700		700	
341	COMMUNICATIONS EXPENSE											
	98		70		220		102	220	220		220	
461	SPECIAL EXPENSE											
	7,903		7,386		7,000		7,105	7,000	7,000		7,000	

City of Beaverton - Finance
 Budget Preparation - 2011

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 708 BEAVERTON ARTS COMMISSION

DEPT: 10 MAYOR'S OFFICE

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010 YTD	2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
481	OTHER EXPENSES											
	10,915		13,550		11,000		10,976	11,000	11,000		11,000	
488	BAC ART DEVELOPMENT EXPENSE											
			68,961		131,038		107,343	131,038	73,798		73,798	
511	PROFESSIONAL SERVICES											
			9,974		10,000		8,500	10,000	30,000		30,000	
TOTAL CLASS: 10 MATERIALS & SERVICES												
	22,023		103,265		162,508		135,670	162,008	127,068		127,068	
CLASS: 25 TRANSFERS												
816	TRSFERS TO REPROGRAPHICS FUND											
	4,375		6,391		9,319		5,548	9,319	8,653		8,653	
TOTAL CLASS: 25 TRANSFERS												
	4,375		6,391		9,319		5,548	9,319	8,653		8,653	
CLASS: 30 OTHER												
991	CONTINGENCY											
					44,308				28,373		28,373	
TOTAL CLASS: 30 OTHER												
					44,308				28,373		28,373	
TOTAL DEPARTMENT: 10 MAYOR'S OFFICE												
	142,278	1.00	229,862	1.00	342,210	1.00	256,398	293,346	323,257	1.50	323,257	1.50

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City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
 DEPT: 03 REVENUE
 PROGRAM: 0000

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301 BEGINNING WORKING CAPITAL

98,513	104,940	100,035	100,035	57,964	57,964
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TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

98,513	104,940	100,035	100,035	57,964	57,964
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CLASS: 15 INTERGOVERNMENTAL REVENUE

328 GRANTS - STATE

4,000	5,000	5,000	5,250	5,000	5,000
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TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

4,000	5,000	5,000	5,250	5,000	5,000
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CLASS: 30 FINES & FORFEITURES

379 BAC MEMBERSHIP FEE & OTHER REV

3,150	3,705	3,000	3,000	3,000	3,000
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TOTAL CLASS: 30 FINES & FORFEITURES

3,150	3,705	3,000	3,000	3,000	3,000
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CLASS: 35 MISCELLANEOUS REVENUES

384 INVESTMENT INTEREST EARNINGS

5,857	2,649	1,100	1,100	750	750
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389 MISCELLANEOUS REVENUES

9,355	5,692	5,000	7,000	4,000	4,000
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390 CONTRIBUTIONS AND DONATIONS

6,588	11,549	8,000	15,000	8,000	8,000
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395 GRANTS - PRIVATE

3,875	4,928	3,000	2,850	3,000	3,000
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399 REIMBURSEMENTS - OTHER

2,267

TOTAL CLASS: 35 MISCELLANEOUS REVENUES

25,675	27,085	17,100	25,950	15,750	15,750
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CLASS: 40 INTERFUND TRANSFERS/LOANS

414 TRSFERS FROM STATE REV. SHG. FD

115,879	189,167	217,075	217,075	241,543	241,543
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TOTAL CLASS: 40 INTERFUND TRANSFERS/LOANS

115,879	189,167	217,075	217,075	241,543	241,543
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TOTAL PROGRAM: 0000

247,217	329,897	342,210	351,310	323,257	323,257
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TOTAL DEPARTMENT: 03 REVENUE

247,217	329,897	342,210	351,310	323,257	323,257
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City of Beaverton - Finance
Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
DEPT: 03 REVENUE
PROGRAM: 0000

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

328 GRANTS - STATE
OREGON ARTS COMMISSION ANNUAL OPERATING GRANT.

379 BAC MEMBERSHIP FEE & OTHER REV

384 INVESTMENT INTEREST EARNINGS.
INTEREST EARNINGS IS BASED ON AVAILABLE CASH BALANCES AND INTEREST RATES:
FY 09-10 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.00%
FY 09-10 ESTIMATED IS BASED UPON REVISED CASH BALANCES.
FY 10-11 BUDGETED INTEREST EARNINGS ARE BASED UPON .75%

389 MISCELLANEOUS REVENUES
ART SALE ENTRY FEES & SALES COMMISSION

390 CONTRIBUTIONS AND DONATIONS
DONATIONS AND SPONSORSHIPS FOR SHOWCASE & CHILDREN'S THEATER.

395 GRANTS - PRIVATE
PRIVATE TRUST GRANTS - COLINS FOUNDATION, GRAND RONDE, AND OTHERS.

399 REIMBURSEMENTS - OTHER

414 TRSFERS FROM STATE REV. SHG. FD
ANNUAL TRANSFER FOR DIRECTOR POSITIONS SALARY, PAYROLL TAXES AND FRINGE BENEFITS \$121,543
TRANSFER TO SUPPORT 0.5 FTE SUPPORT SPECIALIST 1 POSITION \$32,202
CONTINUING SUPPORT FOR THE PUBLIC ARTS MATCHING GRANT PRGM \$67,798 (\$100,000 LESS \$32,202)
TRANSFER TO CONDUCT FEASIBILITY STUDY FOR PERFORMING AND ARTS CENTER \$20,000

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
 DEPT: 10 MAYOR'S OFFICE
 PROGRAM: 0800 BEAVERTON ARTS COMMISSION

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONAL SERVICES

019	EXC DIRECTOR - ARTS COMMISSION											
	72,433	1.00	74,688	1.00	74,689	1.00	74,689	76,894	1.00	76,894	1.00	
239	SUPPORT SPECIALIST 1											
								15,915	.50	15,915	.50	
275	EXTRA HELP											
	2,765		3,710		5,000		5,000	5,000		5,000		
299	PAYROLL TAXES AND FRINGES											
	40,682		41,808		46,386		42,330	61,354		61,354		

TOTAL CLASS: 05 PERSONAL SERVICES

	115,880	1.00	120,206	1.00	126,075	1.00	122,019	159,163	1.50	159,163	1.50
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	460		660		500		500	600		600		
302	POSTAGE EXPENSE											
	41		90		250		250	250		250		
307	MEMBERSHIP FEES											
	257		275		300		300	300		300		
321	TRAVEL AND SUBSISTENCE											
	1,061		1,102		1,000		500	1,000		1,000		
326	TRAINING											
	543		630		500		500	2,200		2,200		
328	MEALS & RELATED EXPENSE											
	745		567		700		700	700		700		
341	COMMUNICATIONS EXPENSE											
	98		70		220		220	220		220		
461	SPECIAL EXPENSE											
	7,903		7,386		7,000		7,000	7,000		7,000		
481	OTHER EXPENSES											
	10,915		13,550		11,000		11,000	11,000		11,000		
488	BAC ART DEVELOPMENT EXPENSE											
			68,961		131,038		131,038	73,798		73,798		
511	PROFESSIONAL SERVICES											
			9,974		10,000		10,000	30,000		30,000		

TOTAL CLASS: 10 MATERIALS & SERVICES

	22,023		103,265		162,508		162,008	127,068		127,068	
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City of Beaverton - Finance
Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
DEPT: 10 MAYOR'S OFFICE
PROGRAM: 0800 BEAVERTON ARTS COMMISSION

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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019	EXC DIRECTOR - ARTS COMMISSION EXECUTIVE DIRECTOR POSITION PAID THROUGH STATE REVENUE SHARING FUNDS.	
239	SUPPORT SPECIALIST 1 FY 10-11 REFLECTS NEW .50 FTE SUPPORT SPEC 1 POSITION	
275	EXTRA HELP EXTRA HELP TO ASSIST WITH FUND RAISING ACTIVITIES, SEPTEMBER THRU NOVEMBER	
299	PAYROLL TAXES AND FRINGES PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 52.79% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING: 28.89% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 16.18% FOR RETIREMENT CONTRIBUTIONS (16.83% PERS OR 14.81% OPSRP GENERAL OR 17.52% OPSRP POLICE), AND 4.56% IN OTHER TAXES (UNEMPLOYMENT LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET) 23.90% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES	
301	OFFICE EXPENSE OFFICE EXPENSES \$600	
302	POSTAGE EXPENSE POSTAGE EXPENSES AFTER CITY'S GENERAL FUND \$3,300 CONTRIBUTION TOWARD BAC'S POSTAGE \$250	
307	MEMBERSHIP FEES AMERICANS FOR THE ARTS \$50; WESTSIDE CULTURAL ALLIANCE \$50; LEADERSHIP BEAVERTON \$25; WILLAMETTE VALLEY DEVELOPMENT OFFICERS \$75; HIPSPANIC CHAMBER OF COMMERCE \$100	
321	TRAVEL AND SUBSISTENCE TRAVEL TO PUBLIC ASSEMBLY FACILITY MANAGEMENT SCHOOL IN OGLEBAY, WEST VIRGINIA \$1,000	
326	TRAINING PUBLIC ASSEMBLY FACILITY MANAGEMENT SCHOOL IN JUNE 2011 IN OGLEBAY WEST VIRGINIA \$2,200	
328	MEALS & RELATED EXPENSE LUNCHEONS (CHAMBER OF COMMERCE, WILLAMETTE VALLEY DEVELOPMENT OFFICERS) REFRESHMENTS FOR LUNCH AND DINNER BOARD MEETINGS, VOLUNTEER APPRECIATION LUNCHEAS. \$700	
341	COMMUNICATIONS EXPENSE CELL PHONE FOR EMERGENCY MANAGEMENT ROLE \$220	
461	SPECIAL EXPENSE SHOWCASE EXPENSES \$7,000	
481	OTHER EXPENSES EXPENSES FOR ALL OTHER PROGRAMS: STORAGE \$1,400; VISUAL ART EXHIBITIONS AND SALES \$2,000; CHILDREN'S ART ACTIVITIES \$500; ART EDUCATION ACTIVITIES \$500; COMMUNICATIONS/OUTREACH/MARKETING \$2,600 PROFESSIONAL DEVELOPMENT FOR ARTISTS \$1,000; SUMMITS AND PUBLIC FORUMS \$3,000	
488	BAC ART DEVELOPMENT EXPENSE EXPENSES FOR DEVELOPMENT, IMPLEMENTATION AND MARKETING OF A PUBLIC ART PROGRAM INCLUDING A MURAL GRANT PROGRAM AND TEMPORARY SCULPTURE INSTALLATION PROGRAM FOR DOWNTOWN. \$73,798	
511	PROFESSIONAL SERVICES CONSULTANT SERVICES FOR ORGANIZATIONAL DEVELOPMENT \$10,000; CITY WILL UPDATE 2004 FEASIBILITY STUDY FOR A PERFORMING ARTS CENTER IN BEAVERTON \$20,000	

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
 DEPT: 10 MAYOR'S OFFICE
 PROGRAM: 0800 BEAVERTON ARTS COMMISSION

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 25 TRANSFERS

816	TRSFERS TO REPROGRAPHICS FUND										
	4,375		6,391		9,319		9,319	8,653		8,653	

TOTAL CLASS: 25 TRANSFERS

	4,375		6,391		9,319		9,319	8,653		8,653	
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CLASS: 30 OTHER

991	CONTINGENCY										
					44,308			28,373		28,373	

TOTAL CLASS: 30 OTHER

					44,308			28,373		28,373	
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TOTAL PROGRAM: 0800 BEAVERTON ARTS COMMISSION

	142,278	1.00	229,862	1.00	342,210	1.00	293,346	323,257	1.50	323,257	1.50
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TOTAL DEPARTMENT: 10 MAYOR'S OFFICE

	142,278	1.00	229,862	1.00	342,210	1.00	293,346	323,257	1.50	323,257	1.50
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TOTAL FUND: 708 BEAVERTON ARTS COMMISSION

	142,278	1.00	229,862	1.00	342,210	1.00	293,346	323,257	1.50	323,257	1.50
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City of Beaverton - Finance
Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 708 BEAVERTON ARTS COMMISSION
DEPT: 10 MAYOR'S OFFICE
PROGRAM: 0800 BEAVERTON ARTS COMMISSION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

816 TRSFERS TO REPROGRAPHICS FUND

991 CONTINGENCY