

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND 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

	-311,422		-388,234		-452,631		-452,631	-452,631		-347,063		-347,063
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TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-311,422		-388,234		-452,631		-452,631	-452,631		-347,063		-347,063
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CLASS: 35 MISCELLANEOUS REVENUES

384 INVESTMENT INTEREST EARNINGS

	-17,205		-11,219		-3,100		-4,406	-4,200		-1,900		-1,900
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389 MISCELLANEOUS REVENUES

	-1,019		-496				-285	-210		-210		-210
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399 REIMBURSEMENTS - OTHER

			-5,382									
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TOTAL CLASS: 35 MISCELLANEOUS REVENUES

	-18,224		-17,097		-3,100		-4,691	-4,410		-2,110		-2,110
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CLASS: 40 INTERFUND TRANSFERS/LOANS

411 TRSFERS FROM GENERAL FUND

	-282,460		-274,550		-254,930		-233,686	-254,930		-239,986		-239,986
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412 TRSFERS FROM STREET FUND

	-48,700		-47,335		-43,974		-40,310	-43,974		-41,396		-41,396
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419 TRSFERS FROM WATER FUND

	-48,700		-70,332		-65,331		-59,887	-65,331		-69,800		-69,800
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421 TRSFERS FROM SEWER FUND

	-48,700		-70,332		-65,331		-59,887	-65,331		-61,502		-61,502
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428 TRSFR FR BUILDING OPERATING FD

	-9,740		-9,465		-8,815		-8,080	-8,815				
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441 TRSFERS FR STORM DRAIN FUND

	-48,700		-70,332		-65,331		-59,887	-65,331		-61,502		-61,502
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City of Beaverton - Finance
 Budget Preparation - 2011

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND 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: 40 INTERFUND TRANSFERS/LOANS

	-487,000		-542,346		-503,712		-461,737	-503,712		-474,186		-474,186
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TOTAL DEPARTMENT: 03 REVENUE

	-816,646		-947,677		-959,443		-919,059	-960,753		-823,359		-823,359
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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND DEPT: 30 INFORMATION SYSTEMS DEPARTMENT

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

108	GIS MANAGER											
	72,433	1.00	74,688	1.00	74,689	1.00	69,538	74,688	76,894	1.00	76,894	1.00
145	GIS ANALYST											
	50,517	1.00	58,614	1.00	64,042	1.00	58,730	63,913	68,568	1.00	68,568	1.00
148	GIS SPECIALIST											
	102,036	2.00	98,668	2.00	107,237	2.00	97,122	107,228	112,564	2.00	112,564	2.00
255	GIS TECHNICIAN											
			15,010	1.00	41,791	1.00	38,215	41,778	45,570	1.00	45,570	1.00
275	EXTRA HELP											
	11,652											
299	PAYROLL TAXES AND FRINGES											
	113,565		124,848		184,249		141,348	150,899	167,430		167,430	

TOTAL CLASS: 05 PERSONAL SERVICES

	350,203	4.00	371,828	5.00	472,008	5.00	404,953	438,506	471,026	5.00	471,026	5.00
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	568		59		800		834	800	1,000		1,000	
303	OFFICE FURNITURE & EQUIPMENT											
					650				1,900		1,900	
305	SPECIAL DEPARTMENT SUPPLIES											
	9,185		4,817		10,000		9,999	10,000	12,000		12,000	
307	MEMBERSHIP FEES											
	75				150			100	150		150	
308	PERIODICALS & SUBSCRIPTIONS											
	482				600				600		600	
317	COMPUTER EQUIPMENT											
			23,964						8,835		8,835	

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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND DEPT: 30 INFORMATION SYSTEMS DEPARTMENT

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
318	COMPUTER SOFTWARE											
	4,311		4,251		1,600		228	400	1,800		1,800	
321	TRAVEL AND SUBSISTENCE											
	504		4,557		1,500		1,221	1,500	6,400		6,400	
326	TRAINING											
	980		14,253		4,000		3,724	4,000	5,950		5,950	
328	MEALS & RELATED EXPENSE											
	20				200		32	50	200		200	
330	MILEAGE REIMBURSEMENT											
					50				50		50	
341	COMMUNICATIONS EXPENSE											
	192		163		209		173	150	210		210	
511	PROFESSIONAL SERVICES											
	11,739		19,374		295,500		63,941	70,000	110,000		110,000	
TOTAL CLASS: 10 MATERIALS & SERVICES												
	28,056		71,438		315,259		80,152	87,000	149,095		149,095	
CLASS: 25 TRANSFERS												
816	TRSFERS TO REPROGRAPHICS FUND											
	913		1,078		1,851		1,756	1,851	2,763		2,763	
818	TRSFERS TO ISD-ALLOCATED											
	49,240		50,703		86,333		79,139	86,333	90,797		90,797	
TOTAL CLASS: 25 TRANSFERS												
	50,153		51,781		88,184		80,895	88,184	93,560		93,560	
CLASS: 30 OTHER												
991	CONTINGENCY											
					63,992				59,678		59,678	
994	CONTINGENCY - DEDICATED											
					20,000				50,000		50,000	

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City of Beaverton - Finance
 Budget Preparation - 2011

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND DEPT: 30 INFORMATION SYSTEMS DEPARTMENT

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: 30 OTHER

					83,992				109,678		109,678	
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TOTAL DEPARTMENT: 30 INFORMATION SYSTEMS DEPARTMENT

	428,412	4.00	495,047	5.00	959,443	5.00	566,000	613,690	823,359	5.00	823,359	5.00
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City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND

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										
	311,422		388,234		452,631		452,631	347,063		347,063	
TOTAL CLASS: 05 BEGINNING WORKING CAPITAL											
	311,422		388,234		452,631		452,631	347,063		347,063	
CLASS: 35 MISCELLANEOUS REVENUES											
384	INVESTMENT INTEREST EARNINGS										
	17,205		11,219		3,100		4,200	1,900		1,900	
389	MISCELLANEOUS REVENUES										
	1,019		496				210	210		210	
399	REIMBURSEMENTS - OTHER										
			5,382								
TOTAL CLASS: 35 MISCELLANEOUS REVENUES											
	18,224		17,097		3,100		4,410	2,110		2,110	
CLASS: 40 INTERFUND TRANSFERS/LOANS											
411	TRSFERS FROM GENERAL FUND										
	282,460		274,550		254,930		254,930	239,986		239,986	
412	TRSFERS FROM STREET FUND										
	48,700		47,335		43,974		43,974	41,396		41,396	
419	TRSFERS FROM WATER FUND										
	48,700		70,332		65,331		65,331	69,800		69,800	
421	TRSFERS FROM SEWER FUND										
	48,700		70,332		65,331		65,331	61,502		61,502	
428	TRSFER FR BUILDING OPERATING FD										
	9,740		9,465		8,815		8,815				
441	TRSFERS FR STORM DRAIN FUND										
	48,700		70,332		65,331		65,331	61,502		61,502	
TOTAL CLASS: 40 INTERFUND TRANSFERS/LOANS											
	487,000		542,346		503,712		503,712	474,186		474,186	
TOTAL PROGRAM: 0000											
	816,646		947,677		959,443		960,753	823,359		823,359	
TOTAL DEPARTMENT: 03 REVENUE											
	816,646		947,677		959,443		960,753	823,359		823,359	

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND
DEPT: 03 REVENUE
PROGRAM: 0000

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

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
SALE OF GIS DATA AND MAPS.

399 REIMBURSEMENTS - OTHER

411 TRSFERS FROM GENERAL FUND
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

412 TRSFERS FROM STREET FUND
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

419 TRSFERS FROM WATER FUND
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

421 TRSFERS FROM SEWER FUND
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

428 TRSFR FR BUILDING OPERATING FD
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

441 TRSFERS FR STORM DRAIN FUND
ALLOCATION FOR GEOGRAPHICAL INFORMATION SYSTEM SERVICES

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND
 DEPT: 30 INFORMATION SYSTEMS DEPARTMENT
 PROGRAM: 0678 GIS SERVICES

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

108	GIS MANAGER											
	72,433	1.00	74,688	1.00	74,689	1.00	74,688	76,894	1.00	76,894	1.00	
145	GIS ANALYST											
	50,517	1.00	58,614	1.00	64,042	1.00	63,913	68,568	1.00	68,568	1.00	
148	GIS SPECIALIST											
	102,036	2.00	98,668	2.00	107,237	2.00	107,228	112,564	2.00	112,564	2.00	
255	GIS TECHNICIAN											
			15,010	1.00	41,791	1.00	41,778	45,570	1.00	45,570	1.00	
275	EXTRA HELP											
	11,652											
299	PAYROLL TAXES AND FRINGES											
	113,565		124,848		184,249		150,899	167,430		167,430		

TOTAL CLASS: 05 PERSONAL SERVICES

	350,203	4.00	371,828	5.00	472,008	5.00	438,506	471,026	5.00	471,026	5.00	
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	568		59		800		800	1,000		1,000		
303	OFFICE FURNITURE & EQUIPMENT											
					650			1,900		1,900		
305	SPECIAL DEPARTMENT SUPPLIES											
	9,185		4,817		10,000		10,000	12,000		12,000		
307	MEMBERSHIP FEES											
	75				150		100	150		150		
308	PERIODICALS & SUBSCRIPTIONS											
	482				600			600		600		
317	COMPUTER EQUIPMENT											
			23,964					8,835		8,835		
318	COMPUTER SOFTWARE											
	4,311		4,251		1,600		400	1,800		1,800		
321	TRAVEL AND SUBSISTENCE											
	504		4,557		1,500		1,500	6,400		6,400		
326	TRAINING											
	980		14,253		4,000		4,000	5,950		5,950		
328	MEALS & RELATED EXPENSE											
	20				200		50	200		200		

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND
 DEPT: 30 INFORMATION SYSTEMS DEPARTMENT
 PROGRAM: 0678 GIS SERVICES

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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108	GIS MANAGER	
145	GIS ANALYST	
148	GIS SPECIALIST	
255	GIS TECHNICIAN	FY 08-09 REFLECTS NEW GIS TECHNICIAN POSITION TO PROVIDE IMPROVED SERVICE TO OPERATING DEPARTMENTS FOR TIMELY DATA CREATION, ANALYSIS, MAINTENANCE, APPLICATION DEVELOPMENT, AND MAP PRODUCTS.
275	EXTRA HELP	
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 SUPPLIES (5 STAFF @ \$200 EA) \$1,000
303	OFFICE FURNITURE & EQUIPMENT	REPLACEMENT CHAIRS \$650; HERMAN MILLER OFFICE PARTS \$1,250
305	SPECIAL DEPARTMENT SUPPLIES	MAPPING SUPPLIES INCLUDING: PLOTTER CONSUMABLES FOR 60 INCH AND 36 INCH PLOTTERS IN GIS, RECORDABLE DATA DISTRIBUTION MEDIA, AND OTHER SUPPLIES \$12,000
307	MEMBERSHIP FEES	URBAN AND REGIONAL INFORMATION SYSTEMS ASSOCIATION. \$150
308	PERIODICALS & SUBSCRIPTIONS	SOFTWARE BOOKS FOR NEW SOFTWARE (6 @ \$100 EA). \$600
317	COMPUTER EQUIPMENT	UPGRADE PC FOR GIS TECHNICIAN AND TWO MONITORS 30 INCH \$7,000; OVERHEAD PROJECTOR \$1,200; HIGH CAPACITY 900W UPS 5 \$635
318	COMPUTER SOFTWARE	UPGRADE ADOBE CS3 TO LATEST VERSION \$1,400; WEB/DATA ASSIST SUBSCRIPTION \$400
321	TRAVEL AND SUBSISTENCE	ADVANCED TRAINING OUT OF TOWN FOR 2 STAFF \$4,000; ESRI INTL CONFERENCE - 1 STAFF \$2,400
326	TRAINING	ADVANCED ARCGIS TRAINING 5 STAFF LOCAL CLASSES \$2,000; SQL CLASSES 2 STAFF \$3,200; ONLINE TRAINING SUBSCRIPTION 2 STAFF \$750
328	MEALS & RELATED EXPENSE	MEALS ASSOCIATED WITH LOCAL MEETINGS, CONFERENCES, AND GIS ADVISORY COMMITTEE \$200

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND
 DEPT: 30 INFORMATION SYSTEMS DEPARTMENT
 PROGRAM: 0678 GIS SERVICES

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
330	MILEAGE REIMBURSEMENT				50			50		50	
341	COMMUNICATIONS EXPENSE				192	163	209	150	210	210	
511	PROFESSIONAL SERVICES				11,739	19,374	295,500	70,000	110,000	110,000	
TOTAL CLASS: 10 MATERIALS & SERVICES											
	28,056		71,438		315,259		87,000	149,095		149,095	
CLASS: 25 TRANSFERS											
816	TRSFERS TO REPROGRAPHICS FUND				913	1,078	1,851	1,851	2,763	2,763	
818	TRSFERS TO ISD-ALLOCATED				49,240	50,703	86,333	86,333	90,797	90,797	
TOTAL CLASS: 25 TRANSFERS											
	50,153		51,781		88,184		88,184	93,560		93,560	
CLASS: 30 OTHER											
991	CONTINGENCY						63,992		59,678	59,678	
994	CONTINGENCY - DEDICATED						20,000		50,000	50,000	
TOTAL CLASS: 30 OTHER											
					83,992			109,678		109,678	
TOTAL PROGRAM: 0678 GIS SERVICES											
	428,412	4.00	495,047	5.00	959,443	5.00	613,690	823,359	5.00	823,359	5.00
TOTAL DEPARTMENT: 30 INFORMATION SYSTEMS DEPARTMENT											
	428,412	4.00	495,047	5.00	959,443	5.00	613,690	823,359	5.00	823,359	5.00
TOTAL FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND											
	428,412	4.00	495,047	5.00	959,443	5.00	613,690	823,359	5.00	823,359	5.00

City of Beaverton - Finance
Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 604 GEOGRAPHIC INFORMAT'N SYS FUND
DEPT: 30 INFORMATION SYSTEMS DEPARTMENT
PROGRAM: 0678 GIS SERVICES

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 330 MILEAGE REIMBURSEMENT
PARKING AND MILEAGE RELATED TO MEETINGS OUTSIDE OF CITY HALL. \$50
- 341 COMMUNICATIONS EXPENSE
CELL PHONE AIR TIME FOR ONE PHONE @ \$17.44 PER MONTH \$210
- 511 PROFESSIONAL SERVICES
GIS CONSULTING AS NEEDED \$25,000; AERIAL PHOTOS THROUGH METRO \$7,000
AERIAL FLY OVER AND COST FOR TEMPS TO PREMARK FEATURES. THIS IS A PROCESS ENACTED EVERY 5 YEARS AND IS FUNDED FROM THE DEDICATED CONTINGENCY ACCOUNT 994. \$78,000

- 816 TRSFRS TO REPROGRAPHICS FUND
ALLOCATION OF COPIER, GRAPHICS, AND PRINTING CHARGES THROUGH REPROGRAPHICS.
FY 08-09 INCREASE REFLECTS POSTAGE AND MAILING COSTS THAT ARE NOW INCLUDED
IN THE REPROGRAPHICS FUND. THESE COSTS WERE PREVIOUSLY ACCOUNTED FOR IN THE
GENERAL FUND'S NON-DEPARTMENTAL PROGRAM 0003. WITH THE CHANGE MAILING AND
POSTAGE COSTS WILL BE TRACKED BY PROGRAM AND CHARGED THROUGH THIS ACCOUNT.

- 818 TRSFRS TO ISD-ALLOCATED
ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND. \$34,197
SOFTWARE MAINTENANCE COSTS - GIS ARC INFO AND METRO DATA \$56,600

- 991 CONTINGENCY

- 994 CONTINGENCY - DEDICATED
DEDICATED FUNDING FOR FUTURE UPDATES TO THE CITY'S ORTHOPHOTOS INCLUDING
LEAF-OFF DIGITIZED MAPS OF THE CITY. THIS ACTIVITY OCCURS EVERY FIVE YEARS AND WILL NEXT
BE PERFORMED IN FY 2015-16.