

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

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	AMOUNT	FTE

CLASS: 05 PERSONAL SERVICES

094	BUSINESS SVCS & PLANT MANAGER													
	95,757	1.00	25,213	.25	25,210	.25	21,367	22,946						
221	SUPPORT SPECIALIST 2													
	12,624	.25												
299	PAYROLL TAXES AND FRINGES													
	56,495		11,844		11,652		10,406	11,027						
0902	TOTAL CLASS: 05 PERSONAL SERVICES													
	164,876	1.25	37,057	.25	36,862	.25	31,773	33,973						

CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE													
	236		769		1,000		513	1,000	1,000				1,000	
302	POSTAGE EXPENSE													
	272,616													
303	OFFICE FURNITURE & EQUIPMENT													
	19,700		12,025		15,000		15,906	16,607	15,000				15,000	
305	SPECIAL DEPARTMENT SUPPLIES													
	1,469													
307	MEMBERSHIP FEES													
	63,266		101,254		84,085		71,190	78,195	80,351				80,351	
308	PERIODICALS & SUBSCRIPTIONS													
	524		467		525		394	525	39				39	
316	ADVERTISING, RECORDING & FILING													
	374				1,000			1,000						
321	TRAVEL AND SUBSISTENCE													
	603				1,500			1,500	1,500					
326	TRAINING													
			1,645		2,000			2,000	2,000					

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

0093

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
328	MEALS & RELATED EXPENSE											
	60		79		500		167	500	300		300	
330	MILEAGE REIMBURSEMENT											
	16				100			100	100		100	
341	COMMUNICATIONS EXPENSE											
	109,218		95,371		108,000		79,840	90,000	137,600		137,600	
351	UTILITIES EXPENSE											
	390,840		405,919		480,000		356,992	424,000	439,000		439,000	
352	BVTN RESOURCE CENTER EXPENSE											
	13,437		29,183		60,053		48,464	46,000	49,000		49,000	
383	COMMUNITY SERVICES											
											100,000	
384	BUILDING MAINTENANCE PROJECTS											
					264,200		145,907	134,202	130,698		130,698	
386	COMMUNITY CENTER EXPENSE											
			25,052		28,000		26,176	28,000	28,573		28,573	
408	ST PEDESTRIAN LIGHT MAINT											
					125,000				400,000		400,000	
431	PLANT MAINTENANCE											
	61,378		85,487		98,955		59,277	85,000	94,771		94,771	
461	SPECIAL EXPENSE											
	125,113		4,720		4,800		4,483	4,800	4,800		4,800	
466	3rd FLOOR REMODEL EXPENSE											
					2,347				2,347		2,347	
475	DISASTER EXPENSE											
			181		10,000		3,436	3,435	10,000		10,000	
481	OTHER EXPENSES											
	82,812		97,523		100,100		97,768	100,100	109,000		109,000	
483	EXTERNAL LITIGATION EXPENSE											
			85,009		64,991		64,991	64,991				

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

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
511	PROFESSIONAL SERVICES											
	404,497		371,961		354,500		305,422	340,900	356,613		356,613	
514	HOUSING REHAB EXPENSE											
					182,500		250,000	75,000	175,000		175,000	
536	MAINTENANCE CONTRACTS											
	3,466											
551	RENTS AND LEASES											
	103,699		99,079		98,292		97,448	98,292	100,800		100,800	
TOTAL CLASS: 10 MATERIALS & SERVICES												
	1,653,324		1,415,724		2,087,448		1,628,374	1,596,147	2,138,492		2,234,992	
CLASS: 15 CAPITAL OUTLAY												
601	OFFICE MACHINES AND EQUIPMENT											
					20,000				20,000		20,000	
620	1% For The Arts											
			6,520									
651	PROPERTY ACQUISITION(LAND/BLDG)											
			5,000		30,000		33,500	30,000				
675	DP COMPUTER SOFTWARE PACKAGES											
	9,625		33,968		40,000		40,044	40,000				
681	IMPROVEMENTS											
									109,400		109,400	
682	CONSTRUCTION											
	900,803		47,200		33,500				23,500			
683	CONST DESIGN & ENGR INSPECTION											
	36,713											
TOTAL CLASS: 15 CAPITAL OUTLAY												
	947,141		92,688		123,500		73,544	70,000	152,900		129,400	

0094

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

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: 20 DEBT SERVICE

791	PAYMENT OF CONSTRUCTION LOAN											
	180,329		180,252		180,252		180,252	180,252	180,252		180,252	
798	CONTRACTUAL DEBT											
	328,179		344,538		360,036		358,800	360,036	370,837		370,837	
TOTAL CLASS: 20 DEBT SERVICE												
	508,508		524,790		540,288		539,052	540,288	551,089		551,089	

CLASS: 25 TRANSFERS

0095

808	TRSFERS TO GIS FUND											
	282,460		274,550		254,930		233,686	254,930	239,986		239,986	
814	TRSFERS TO WORKING CAPITAL FUND											
	504											
815	TRSFERS TO CAPITAL DEV. FUND											
					220,000			220,000	300,000		300,000	
816	TRSFERS TO REPROGRAPHICS FUND											
	1,943		2,303		4,816		1,233	4,816	3,427		3,427	
817	TRSFERS TO GARAGE FUND											
	14,875		12,678		13,812		7,051	13,812	10,417		10,417	
818	TRSFERS TO ISD-ALLOCATED											
	756,531		1,044,025		1,282,801		1,175,901	1,282,801	1,302,413		1,302,413	
819	TRSFERS TO INSURANCE FUND											
	397,031		317,625		352,975		326,506	317,625	317,625		317,625	
827	TRSFER TO BUILDING OPERATING FD											
					161,420		147,968	161,420	161,240		161,240	
830	TRANSFER TO LIBRARY FUND											
	496,910		541,935		454,201		416,351	454,201	338,969		338,969	
831	TRSFER TO LIBRARY FD-COLLECTION											
									131,250		131,250	

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

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
834	TRSFER TO LIBRARY FUND - BRANCH											
					350,000		291,667	350,000	400,000		400,000	
TOTAL CLASS: 25 TRANSFERS												
	1,950,254		2,193,116		3,094,955		2,600,363	3,059,605	3,205,327		3,205,327	
CLASS: 30 OTHER												
991	CONTINGENCY											
					12,195,352				14,606,086		14,279,836	
994	CONTINGENCY - DEDICATED											
					1,195,480							
996	CONTINGENCY - EQUIP REPLACEMT											
					122,500				102,000		102,000	
998	RESERVE											
					343,200							
TOTAL CLASS: 30 OTHER												
					13,856,532				14,708,086		14,381,836	
TOTAL DEPARTMENT: 13 NON-DEPARTMENTAL												
	5,224,103	1.25	4,263,375	.25	19,739,585	.25	4,873,106	5,300,013	20,755,894		20,502,644	

9600

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

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: 10 MATERIALS & SERVICES

302	POSTAGE EXPENSE										
		272,616									
303	OFFICE FURNITURE & EQUIPMENT										
		19,700	12,025		15,000		16,607	15,000		15,000	
305	SPECIAL DEPARTMENT SUPPLIES										
		1,469									
307	MEMBERSHIP FEES										
		61,841	98,059		80,890		75,000	77,106		77,106	
316	ADVERTISING, RECORDING & FILING										
341	COMMUNICATIONS EXPENSE										
		109,218	95,371		108,000		90,000	137,600		137,600	
351	UTILITIES EXPENSE										
		237,555	256,438		290,000		264,000	275,000		275,000	
352	BVTN RESOURCE CENTER EXPENSE										
		13,437	29,183		60,053		46,000	49,000		49,000	
383	COMMUNITY SERVICES										
										100,000	
386	COMMUNITY CENTER EXPENSE										
			25,052		28,000		28,000	28,573		28,573	
461	SPECIAL EXPENSE										
		125,113	4,720		4,800		4,800	4,800		4,800	
466	3rd FLOOR REMODEL EXPENSE										
					2,347			2,347		2,347	
475	DISASTER EXPENSE										
			181		10,000		3,435	10,000		10,000	

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
-----	--------------------	----------------

302	POSTAGE EXPENSE	FY 2008-09 REFLECTS THE TRANSFER OF CITYWIDE POSTAGE EXPENSE FROM THE GENERAL FUND TO REPROGRAPHICS AND POSTAL EXPENSE WILL BE TRACKED AND CHARGED IN EACH PROGRAM'S 816 TRANSFER TO REPROGRAPHICS ACCOUNT.
303	OFFICE FURNITURE & EQUIPMENT	EQUIPMENT APPROPRIATION AVAILABLE FOR EMERGENCY USE (MAYOR'S AUTHORIZATION REQUIRED)
305	SPECIAL DEPARTMENT SUPPLIES	MAILING MACHINE SUPPLIES AND CARRIER ROUTE UPDATE DATA. EFFECTIVE FY 08-09, APPROPRIATION TRANSFERRED TO REPROGRAPHICS.
307	MEMBERSHIP FEES	NATIONAL LEAGUE OF CITIES \$6,000; LEAGUE OF OREGON CITIES \$50,141; LEGAL ADVOCACY PROGRAM \$1,600; STATE COOP PURCHASING PROGRAM \$4,000; FEDERAL COOP PURCHASING PROGRAM \$1,500; PORTLAND STATE METROPOLITAN STUDIES \$2,140; LOC PERS LITIGATION COSTS \$2,400; LOC FOUNDATION PARTICIPATION \$1,000; LOCAL GOVERNMENTS FOR SUSTAINABILITY (ICEI) ANNUAL MEMBERSHIP DUES \$1,200; CYCLE OREGON POLICY MAKERS RIDE \$500; UNITED STATES CONFERENCE OF MAYORS \$5,950; GOVERNMENT ETHICS COMMISSION \$675
316	ADVERTISING, RECORDING & FILING	
341	COMMUNICATIONS EXPENSE	CITY WIDE COSTS FOR THE TELEPHONE SYSTEM INCLUDING LINE CHARGES, ACCESS AND LONG DISTANCE \$65,000 CISCO SYSTEM MAINTENANCE \$14,000 TELEPHONE BILL MONITORING AND PAYMENT SERVICES \$9,600 NEXUS SYSTEM MAINTENANCE AND SERVICES AGREEMENT (36 MONTH). SAVING \$12,000 VERSUS A YEAR TO YEAR CONTRACT. \$35,000 METROPOLIS 911 CALL MONITORING \$7,000 CALL ATTENDENT SWICHBOARD UPGRADE \$6,000 MICELLANEOUS EQUIIPIPMENT REQUESTS \$1,000
351	UTILITIES EXPENSE	UTILITIES FOR CITY OFFICES; WATER, SEWER, STORM, GAS, ELECTRICITY, SOLID WASTE
352	BVTN RESOURCE CENTER EXPENSE	UTILITIES \$25,603 JANITORIAL \$35,744 SUPPLIES \$1,000 SECURITY / DND PROGRAMMING \$250 (LESS PAL PORTION OF \$13,597) \$49,000
383	COMMUNITY SERVICES	BUDGET AMENDMENT: ADDITIONAL ONE-TIME FUNDING FOR SOCIAL SERVICES TO SUPPLEMENT THE EXISTING FUNDING LEVEL AT \$2.10 PER CAPITA IN STATE REVENUE SHARING FUND TOTALING \$183,750 AND \$99,377 IN BLOCK GRANT FUND \$100,000
386	COMMUNITY CENTER EXPENSE	COMMUNITY CENTER JANITORIAL SERVICES \$26,573; EXPENSES \$2,000 FY 08-09 INCREASE REFLECTS JANITORIAL SERVICES TRANSFERRED FROM PROF. SERVICES (511)
461	SPECIAL EXPENSE	PROPERTY MAINTENANCE COSTS FOR THE WESTGATE THEATER SITE \$4,800 FY 07-08 REFLECTS GENERAL FUND'S COMMITMENT TO FUND BUILDING PERMIT EXPENSES ON THE MERLO STATION HOUSING PROJECT \$96,880 AND BUILDING PERMIT FEE REDUCTION ON WILLAMETTE RIDGE PER ANNEXATION AGREEMENT \$10,638.
466	3rd FLOOR REMODEL EXPENSE	CARRYOVER OF FUNDS FOR THE 1% FOR THE ART ORDINANCE FROM ENGINEERING REMODEL IN FY04-05
475	DISASTER EXPENSE	EXPENSES ASSOCIATED WITH EOC ACTIVATIONS DURING MAJOR EMERGENCIES AND DISASTERS

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
481	OTHER EXPENSES										
	82,812		97,523		100,100		100,100	109,000		109,000	
511	PROFESSIONAL SERVICES										
	182,364		128,301		155,900		155,900	159,083		159,083	
536	MAINTENANCE CONTRACTS										
	3,466										
551	RENTS AND LEASES										
	13,698		12,892		14,680		14,680	14,680		14,680	
TOTAL CLASS: 10 MATERIALS & SERVICES											
	1,123,289		759,745		869,770		798,522	882,189		982,189	
CLASS: 15 CAPITAL OUTLAY											
601	OFFICE MACHINES AND EQUIPMENT										
					20,000			20,000		20,000	
651	PROPERTY ACQUISTION(LAND/BLDG)										
			5,000		30,000		30,000				
675	DP COMPUTER SOFTWARE PACKAGES										
	9,625		33,968		40,000		40,000				
TOTAL CLASS: 15 CAPITAL OUTLAY											
	9,625		38,968		90,000		70,000	20,000		20,000	
CLASS: 25 TRANSFERS											
808	TRSFERS TO GIS FUND										
	282,460		274,550		254,930		254,930	239,986		239,986	
814	TRSFERS TO WORKING CAPITAL FUND										
	504										
815	TRSFERS TO CAPITAL DEV. FUND										
					220,000		220,000	300,000		300,000	
817	TRSFERS TO GARAGE FUND										
	14,875		12,678		13,812		13,812	10,417		10,417	
818	TRSFERS TO ISD-ALLOCATED										
	756,531		1,044,025		1,282,801		1,282,801	1,302,413		1,302,413	
819	TRSFERS TO INSURANCE FUND										
	397,031		317,625		352,975		317,625	317,625		317,625	
827	TRSFER TO BUILDING OPERATING FD										
					161,420		161,420	161,240		161,240	

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
-----	--------------------	----------------

- 481 OTHER EXPENSES
 - BANK CHARGES
 - LIEN SEARCH SERVICES
 - INVESTMENT ADVISORY SERVICES
 - FY 2009-10 REFLECTS INCREASE IN BANKING SERVICES COSTS DUE TO THE DECLINE IN INTEREST RATE EARNINGS WHICH ARE USED TO OFFSET BANKING SERVICE CHARGES.
- 511 PROFESSIONAL SERVICES
 - JANITORIAL SERVICES FOR CITY HALL (INCLUDES CARPET CLEANING AND RUG MAINTENANCE) AND PARK AND RESTROOMS
 - JANITORIAL SERVICES \$134,083; SPACE STUDY \$25,000
- 536 MAINTENANCE CONTRACTS
 - MAINTENANCE FOR MAIL METER AND SECURITY TRACKING EQUIPMENT.
 - EFFECTIVE MID-YEAR FY 08-09, APPROPRIATION TRANSFERRED TO REPROGRAPHICS.
- 551 RENTS AND LEASES
 - REFLECTS FUNDING FOR SOUTHERN AND UNION PACIFIC RAILROAD RIGHT-OF-WAY LEASE. BEBURG \$350; CITY HALL PARKING LOT EXPANSION \$650; LEASE AGREEMENT CHARGE FOR A PORTION OF OLD LIBRARY PARKING LOT \$13,680

- 601 OFFICE MACHINES AND EQUIPMENT
 - EQUIPMENT APPROPRIATION AVAILABLE FOR EMERGENCY USE (MAYOR'S AUTHORIZATION REQUIRED)
- 651 PROPERTY ACQUISITION(LAND/BLDG)
 - BEGINNING FY 2009-10 REFLECTS FUNDING OF PROPERTY ACQUISITION PROGRAM IN THE CAPITAL DEVELOPMENT FUND (SEE LINE ITEM 815).
- 675 DP COMPUTER SOFTWARE PACKAGES
 - REFLECTS SOFTWARE ACQUISITION COSTS FOR THE NEW PAYROLL AND HUMAN RESOURCES SYSTEM

- 808 TRSFERS TO GIS FUND
 - ALLOCATION OF GEOGRAPHICAL INFORMATION SERVICES
- 814 TRSFERS TO WORKING CAPITAL FUND
- 815 TRSFERS TO CAPITAL DEV. FUND
 - TRANSFER TO CAPITAL DEVELOPMENT FUND FOR FUNDING OF CITY'S PROPERTY PURCHASE \$300,000 PROGRAM
 - FY 2009-10 \$220,000
 - FY 2010-11 \$300,000
- 817 TRSFERS TO GARAGE FUND
 - ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND
- 818 TRSFERS TO ISD-ALLOCATED
 - ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND
- 819 TRSFERS TO INSURANCE FUND
 - TRANSFER FOR GENERAL LIABILITY AND PROPERTY INSURANCE
- 827 TRSFR TO BUILDING OPERATING FD
 - OVERHEAD SUBSIDY TO REFLECT 50% FUNDING OF OVERHEAD CHARGE

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
830	TRANSFER TO LIBRARY FUND										
	496,910		541,935		454,201		454,201	338,969		338,969	
831	TRSFER TO LIBRARY FD-COLLECTION										
								131,250		131,250	
834	TRSFER TO LIBRARY FUND - BRANCH										
					350,000		350,000	400,000		400,000	
TOTAL CLASS: 25 TRANSFERS											
	1,948,311		2,190,813		3,090,139		3,054,789	3,201,900		3,201,900	
CLASS: 30 OTHER											
991	CONTINGENCY										
					12,195,352			14,606,086		14,279,836	
994	CONTINGENCY - DEDICATED										
					1,195,480						
996	CONTINGENCY - EQUIP REPLACEMT										
					122,500			102,000		102,000	
TOTAL CLASS: 30 OTHER											
					13,513,332			14,708,086		14,381,836	
TOTAL PROGRAM: 0003 NON-DEPARTMENTAL											
	3,081,225		2,989,526		17,563,241		3,923,311	18,812,175		18,585,925	

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
DEPT: 13 NON-DEPARTMENTAL
PROGRAM: 0003 NON-DEPARTMENTAL

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 830 TRANSFER TO LIBRARY FUND
TRANSFER TO LIBRARY FUND TO ASSIST WITH THE PURCHASE OF LIBRARY MATERIALS
BASED UPON \$1.00 PER CAPITA
FY 2006-07 \$84,500
FY 2007-08 \$85,100
BEGINNING FY 2007-08 REFLECTS FUNDING TO SUPPORT 100% OF OVERHEAD ALLOCATION
CHARGE TO THE LIBRARY FUND (FY08-09 \$411,800; FY09-10 \$324,301; FY10-11 \$338,969)
FY 08-09 REFLECTS INCREASE IN THE GENERAL FUND'S PER CAPITA CONTRIBUTION TOWARDS THE
LIBRARY'S MATERIAL COLLECTION FROM \$1.00 TO \$1.50. (FY08-09 \$129,308; FY09-10 \$129,900)

BEGINNING FY 2010-11, TRANSFER TO LIBRARY FUND TO SUPPORT LIBRARY MATERIALS WILL BE
A SEPARATE LINE ITEM 831
- 831 TRSFR TO LIBRARY FD-COLLECTION
TRANSFER TO LIBRARY FUND TO ASSIST WITH THE PURCHASE OF LIBRARY MATERIALS BASED
UPON \$1.50 PER CAPITA (FY 2010-11 \$131,250)
- 834 TRSFR TO LIBRARY FUND - BRANCH
FY 09-10 \$350,000
FY 10-11 \$400,000
FY 11-12 \$450,000

- 991 CONTINGENCY
BUDGET AMENDMENTS:
(\$20,000) FOR POLICE PARKING LOT FENCING
(\$25,000) COMMERCIAL FOOD RECYCLING
(\$100,000) SOCIAL SERVICE FUNDING
\$27,000 CENTRAL PLANT APPROPRIATION REDUCTIONS
(\$206,000) CIVIC PLAN
\$12 POSITION TRANSFERS IN CDD
(\$2,262) MAYOR'S VEHICLE ALLOWANCE
- 994 CONTINGENCY - DEDICATED
- 996 CONTINGENCY - EQUIP REPLACEMT
RESERVE FOR VEHICLE REPLACEMENT

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0006 BEAVERTON CENTRAL PLANT

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

094	BUSINESS SVCS & PLANT MANAGER	95,757	1.00	25,213	.25	25,210	.25	22,946			
221	SUPPORT SPECIALIST 2	12,624	.25								
299	PAYROLL TAXES AND FRINGES	56,495		11,844		11,652		11,027			

TOTAL CLASS: 05 PERSONAL SERVICES

		164,876	1.25	37,057	.25	36,862	.25	33,973			
--	--	---------	------	--------	-----	--------	-----	--------	--	--	--

CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE	236		769		1,000		1,000	1,000		1,000
307	MEMBERSHIP FEES	1,425		3,195		3,195		3,195	3,245		3,245
308	PERIODICALS & SUBSCRIPTIONS	524		467		525		525	39		39
316	ADVERTISING, RECORDING & FILING	374				1,000		1,000			
321	TRAVEL AND SUBSISTENCE	603				1,500		1,500	1,500		
326	TRAINING			1,645		2,000		2,000	2,000		
328	MEALS & RELATED EXPENSE	60		79		500		500	300		300
330	MILEAGE REIMBURSEMENT	16				100		100	100		100
351	UTILITIES EXPENSE	153,285		149,481		190,000		160,000	164,000		164,000
431	PLANT MAINTENANCE	61,378		85,487		98,955		85,000	94,771		94,771

0103

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0006 BEAVERTON CENTRAL PLANT

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 094 BUSINESS SVCS & PLANT MANAGER
 FY 08-09 REFLECTS TRANSFER OF .75 FTE TO THE DOWNTOWN REDEVELOPMENT PROGRAM 0662
 FY 09-10 ESTIMATE REFLECTS REDUCTION IN SALARY DUE TO THE ENDING OF AN OUT OF CLASS
 ASSIGNMENT.
 FY 10-11 REFLECTS ELIMINATION OF POSITION.
- 221 SUPPORT SPECIALIST 2
 FY 06-07 REFLECT THE .75 FTE SSII POSITION BEING FUNDED 67%
 IN MAYOR'S PROGRAM 0654 AND 33% IN PROGRAM 0006 IN ORDER TO MEET THE
 BLOCK GRANT FUNDS ADMINISTRATION CAP, EFFECTIVE JUNE 1, 2006.
 EFFECTIVE FY 08-09 POSITION RECLASSIFIED TO ADMINISTRATIVE ASSISTANT
 AND TRANSFERRED TO PROGRAM 0522.
- 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
 STAFF OFFICE SUPPLIES \$1,000
- 307 MEMBERSHIP FEES
 INTERNATIONAL DISTRICT ENERGY ASSOCIATION \$1,400; ASSOCIATION OF ENERGY SERVICE PROFESSIONALS \$195; BUILDING
 OWNERS & MANAGERS ASSOCIATION \$1,650
- 308 PERIODICALS & SUBSCRIPTIONS
 SUSTAINABLE INDUSTRIES JOURNAL \$39
- 316 ADVERTISING, RECORDING & FILING
 NO APPROPRIATION REQUESTED FOR FY 10-11
- 321 TRAVEL AND SUBSISTENCE
 NO APPROPRIATION REQUESTED FOR FY 10-11
 BUDGET AMENDMENT: REMOVE FUNDING THAT WAS INADVERTENTLY NOT REMOVED AFTER
 INTERNAL REVIEW.
- 326 TRAINING
 NO APPROPRIATION REQUESTED FOR FY 10-11
 BUDGET AMENDMENT: REMOVE FUNDING THAT WAS INADVERTENTLY NOT REMOVED AFTER
 INTERNAL REVIEW.
- 328 MEALS & RELATED EXPENSE
 LOCAL INDUSTRY MEETINGS, PARKING, INCIDENTALS \$300
- 330 MILEAGE REIMBURSEMENT
 MILEAGE AND PARKING FOR LOCAL MEETINGS \$100
- 351 UTILITIES EXPENSE
 CENTRAL PLANT PROJECTED UTILITIES COST: NW NATURAL \$100,000; CENTRAL PLANT PROJECTED UTILITIES COST: PGE
 \$64,000
- 431 PLANT MAINTENANCE
 OPERATIONS & MAINTENANCE FOR CENTRAL PLANT: LINC OPERATIONAL LABOR \$65,515; CONTROL SYSTEM SUPPLIES \$5,092;
 HVAC SUPPLIES \$10,000; PLUMBING SUPPLIES \$2,389; ELECTRICAL SUPPLIES AND REPAIRS \$3,622; GENERAL HARDWARE
 SUPPLIES/REPAIRS \$1,838; BOILER LICENSE FEES \$1,800; PLANT PHONE, INTERNET, EMERGENCY PAGER \$4,515

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0006 BEAVERTON CENTRAL PLANT

OBJ	2008 - ACTUAL		2009 - ACTUAL		2010 BUDGETED		2010	2011 - RECOMD		2011 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
483	EXTERNAL LITIGATION EXPENSE		85,009		64,991			64,991			
511	PROFESSIONAL SERVICES		243,660		198,600			185,000		197,530	
	222,133										
551	RENTS AND LEASES		86,187		83,612			83,612		86,120	
	90,001										
TOTAL CLASS: 10 MATERIALS & SERVICES											
	530,035		655,979		645,978		588,423		550,605		547,105
CLASS: 15 CAPITAL OUTLAY											
682	CONSTRUCTION				33,500					23,500	
	371,148										
683	CONST DESIGN & ENGR INSPECTION		3,635								
TOTAL CLASS: 15 CAPITAL OUTLAY											
	374,783				33,500				23,500		
CLASS: 20 DEBT SERVICE											
791	PAYMENT OF CONSTRUCTION LOAN		180,252		180,252			180,252		180,252	
	180,329										
798	CONTRACTUAL DEBT		344,538		360,036			360,036		370,837	
	328,179										
TOTAL CLASS: 20 DEBT SERVICE											
	508,508		524,790		540,288		540,288		551,089		551,089
CLASS: 25 TRANSFERS											
816	TRSFERS TO REPROGRAPHICS FUND		2,303		4,816			4,816		3,427	
	1,943										
TOTAL CLASS: 25 TRANSFERS											
	1,943		2,303		4,816		4,816		3,427		3,427
TOTAL PROGRAM: 0006 BEAVERTON CENTRAL PLANT											
	1,580,145	1.25	1,220,129	.25	1,261,444	.25	1,167,500		1,128,621		1,101,621

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

PROGRAM: 0006 BEAVERTON CENTRAL PLANT

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
-----	--------------------	----------------

- 483 EXTERNAL LITIGATION EXPENSE
EXTERNAL COUNSEL FOR THE NON PAYMENT OF HEATING AND COOLING SERVICES AT THE BEAVERTON CENTRAL PLANT. APPROVED BY CITY COUNCIL \$50,000 IN OCTOBER 2008 AND \$100,000 IN MARCH 2009
- 511 PROFESSIONAL SERVICES
PROFESSIONAL SERVICES FOR BUILDING SYSTEMS OPERATIONS & MAINTENANCE \$10,000; LINC PROF SVCS FOR DAILY OVERSIGHT OF PLANT \$187,530
- 551 RENTS AND LEASES
PLANT SPACE LEASE PAYMENT TO BUILDING OWNER

- 682 CONSTRUCTION
NO APPROPRIATION REQUESTED FOR FY 10-11
BUDGET AMENDMENT: REMOVE FUNDING THAT WAS INADVERTENTLY NOT REMOVED AFTER INTERNAL REVIEW.

- 683 CONST DESIGN & ENGR INSPECTION

- 791 PAYMENT OF CONSTRUCTION LOAN
STATE CONSTRUCTION LOAN PAYMENT FOR BEAVERTON CENTRAL PLANT
- 798 CONTRACTUAL DEBT
CAPITALIZED PLANT PAYMENT PRINCIPAL PAID TO DEVELOPER FOR PURCHASE OF CENTRAL PLANT

- 816 TRSFERS TO REPROGRAPHICS FUND
ALLOCATION OF COPIER, GRAPHICS, AND PRINTING CHARGES THROUGH RERPOGRAPHICS. FY 08-09 INCREASE RELECTS 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.

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

PROGRAM: 0451 DISASTER MITIGAT'N GRANT PROG

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: 15 CAPITAL OUTLAY

620 1% For The Arts
 6,520

682 CONSTRUCTION
 529,655 47,200

683 CONST DESIGN & ENGR INSPECTION
 33,078

TOTAL CLASS: 15 CAPITAL OUTLAY

562,733	53,720
---------	--------

TOTAL PROGRAM: 0451 DISASTER MITIGAT'N GRANT PROG

562,733	53,720
---------	--------

City of Beaverton - Finance
Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

PROGRAM: 0451 DISASTER MITIGAT'N GRANT PROG

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

620	1% For The Arts GRANT PERFORMANCE PERIOD HAS ENDED. NO FUNDS WILL BE ROLLED FORWARD.
682	CONSTRUCTION GRANT PERFORMANCE PERIOD HAS ENDED. NO FUNDS WILL BE ROLLED FORWARD.
683	CONST DESIGN & ENGR INSPECTION GRANT PERFORMANCE PERIOD HAS ENDED. NO FUNDS WILL BE ROLLED FORWARD.

City of Beaverton - Finance
 Budget Preparation - 2011

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0452 ENERGY EFFICIENCY & CONS GRANT

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: 10 MATERIALS & SERVICES

384	BUILDING MAINTENANCE PROJECTS				264,200		134,202	130,698		130,698	
408	ST PEDESTRIAN LIGHT MAINT				125,000			400,000		400,000	
514	HOUSING REHAB EXPENSE				182,500		75,000	175,000		175,000	

TOTAL CLASS: 10 MATERIALS & SERVICES

					571,700		209,202	705,698		705,698	
--	--	--	--	--	---------	--	---------	---------	--	---------	--

CLASS: 15 CAPITAL OUTLAY

681	IMPROVEMENTS							109,400		109,400	
-----	--------------	--	--	--	--	--	--	---------	--	---------	--

TOTAL CLASS: 15 CAPITAL OUTLAY

								109,400		109,400	
--	--	--	--	--	--	--	--	---------	--	---------	--

CLASS: 30 OTHER

998	RESERVE				343,200						
-----	---------	--	--	--	---------	--	--	--	--	--	--

TOTAL CLASS: 30 OTHER

					343,200						
--	--	--	--	--	---------	--	--	--	--	--	--

TOTAL PROGRAM: 0452 ENERGY EFFICIENCY & CONS GRANT

					914,900		209,202	815,098		815,098	
--	--	--	--	--	---------	--	---------	---------	--	---------	--

TOTAL DEPARTMENT: 13 NON-DEPARTMENTAL

	5,224,103	1.25	4,263,375	.25	19,739,585	.25	5,300,013	20,755,894		20,502,644	
--	-----------	------	-----------	-----	------------	-----	-----------	------------	--	------------	--

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
DEPT: 13 NON-DEPARTMENTAL
PROGRAM: 0452 ENERGY EFFICIENCY & CONS GRANT

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 384 BUILDING MAINTENANCE PROJECTS
 - ENERGY EFFICIENCY AT CITY FACILITIES
 - FY 2009-10: HVAC (\$104,202); LCD MONITORS (\$30,000)
 - FY 2010-11: PARKING LOT LIGHTS (\$102,430); MOTORS AND ELEC. WORK (\$15,900);
 - REMAINING BALANCE FROM HVAC, TO BE DETERMINED (\$12,368)
- 408 ST PEDESTRIAN LIGHT MAINT
 - UPGRADE 83 STREET LIGHTS WITH ENERGY EFFICIENT LED FIXTURES (REPL HPS COBRA HEAD) \$135,000; UPGRADE 277 HPS
 - FIXTURES WITH LED FIXTURES ALONG HALL, WATSON, BROADWAY & \$265,000
 - FARMINGTON RD.
- 514 HOUSING REHAB EXPENSE
 - REVOLVING LOAN FUND THAT WILL ALLOW BEAVERTON HOMEOWNERS TO MAKE ENERGY
 - EFFICIENCY IMPROVEMENTS TO THEIR HOMES (HOPE 4 HOMES, UNLIMITED CHOICES)

- 681 IMPROVEMENTS
 - MATERIALS NEEDED FOR THE STREET LIGHTING UPGRADES TO SW HALL BLVD AND SW WATSON \$109,400
 - AVE BETWEEN CEDAR HILLS BLVD AND CANYON RD \$55,000; SW FARMINGTON ROAD BETWEEN SW
 - CEDAR HILLS BLVD AND SW LOMBARD \$54,400.
 - FY 10-11 REFLECTS TRANSFER OF APPROPRIATION FROM THE STREET LIGHTING FUND (GRANT
 - MATCHING EXPENDITURE)

- 998 RESERVE