S-18-2

Supplemental Budget

FY 2017-18

Beaverton
OREGON

Transmittal Memo

MEMORANDUM

CITY OF BEAVERTON

FINANCE DEPARTMENT

TO: Dennis Doyle, Mayor
City Council Members
Budget Committee Members

FROM: Patrick O'Claire, Finance Director

DATE: May 9, 2018

SUBJECT: Transmittal of Supplemental Budget S-18-2

Enclosed for your review are the following documents regarding Supplemental Budget S-18-2:

- The Budget Supplemental Summary Report S-18-2
- The Budget Amendment Journal - Sorted by Request Number Order.
- The Budget Amendment Journal – Sorted by Account Number, which presents the supplemental budget in Fund, Department and Account number order.

The purpose of this supplemental budget is to execute the following changes:

1. Adjust the Personnel Services, Materials and Services, Capital Outlay, and Inter-fund Transfer budgets of certain departments and programs to reflect a change in program plans.

2. Adjust the Personnel Services – Salary Accounts and Payroll Taxes and Fringe Benefits accounts of certain programs to take into consideration vacancies in positions requiring additional use of Temporary Employees, or Seasonal Employees, or Professional Services.

3. Adjust the Personnel Services – Salary Accounts and Payroll Taxes and Fringe Benefits accounts of to take into consideration cash out of accrued leaves, accrual of accrued leaves at year end, and separation of service.

4. Adjust the project appropriations in the Capital Improvement Funds for additional funding or transfers between categories of appropriations for the various capital improvement projects.

The remaining portion of this memo will summarize the budgetary adjustments by each individual request. Although the requests are in sequential order, there will be gaps in the request numbers due to several factors; a request was not approved by the Department Head, a request was not approved by the Finance Director or a request may have been combined by the Finance Director into a previously approved request. The supplemental budget does not require a new tax levy.

The Budget Committee has also requested a subset of the supplemental budget requests that would only list the budget requests requiring an additional appropriation from contingency accounts or those that had not been previously approved by the City Council. Following this memorandum, there is such a separate list shown as Exhibit A beginning on page 10.

REVIEW OF SUPPLEMENTAL BUDGET REQUESTS IN REQUEST NUMBER ORDER:

Request Number 2184 – Public Works Administration Fund

- $4,000 Additional appropriation in Materials and Services - Communications Expense to purchase Net Motion for Cityworks application to be usable on smart phones.

Request Number 2185 – Public Works Administration Fund

- $1,000 Transfer within existing Materials and Services appropriations for additional costs associated with ergonomic accommodations.

Request Number 2187 – Public Works Administration Fund

- $2,600 Additional appropriation in Materials and Services - Uniforms & Special Clothing to purchase required clothing for new hires.

Request Number 2188 – Public Works Administration Fund

- $685 Additional appropriation in Materials and Services - Special Expense for air tank permit and pressure vessel permit.

Request Number 2189 – Building Fund

- $440 Additional appropriation in Materials and Services - Membership Fees for Professional Engineer registration for structural plans examiner.

Request Number 2191 – General Fund – Community Development Department - Economic Development Program 0654

- $7,500 Additional appropriation in Materials and Services - Travel, Training & Subsistence to cover unanticipated travel expenses for staff to attend the conferences for the Export Import Bank, National Main Street and Pacific Northwest Economics.

Request Number 2192 – General Fund – Community Development Department - Economic Development Program 0654

- $100 Transfer within existing Materials and Services appropriations for additional anticipated business meals and parking expense.

Request Number 2193 – General Fund – Community Development Department - Economic Development Program 0654

- $200 Transfer within existing Materials and Services appropriations for additional anticipated mileage.

Request Number 2195 – General Fund – Community Development Department – Administration Program 0661

- $350 Additional appropriation in Materials and Services - Office Furniture & Equipment to purchase ergonomic office chair for new support specialist.

Request Number 2196 – General Fund – Community Development Department – Administration Program 0661

- $1,000 Additional appropriation in Materials and Services - Travel, Training & Subsistence for CDD Director to attend Urban Land Institute 2018 Spring conference in Detroit.

Request Number 2197 - General Fund – Community Development Department – Administration Program 0661

- $2,000 Additional appropriation in Materials and Services - Meals & Related Expense for anticipated business meeting meals and parking.

Request Number 2198 - General Fund – Community Development Department – Planning Division Program 0676

- $1,190 Transfer within existing Personnel Services appropriations to hire a Temporary Associate Planner due to position vacancy during the year.

Request Number 2199 – General Fund – Community Development Department – Transportation Planning Division Program 0738

- $1,200 Additional appropriation in Materials and Services - Mileage Reimbursement for additional mileage expenses.

Request Number 2200 – General Fund – Community Development Department – Transportation Planning Division Program 0738

- $3,500 Additional appropriation in Materials and Services - Travel, Training & Subsistence for Associate Planner to attend the American Planning Association conference in New Orleans; Parking Manager to attend the Parking Industry Exhibition in Chicago; and the Associate Planner and Senior Planner to attend the Oregon Institute for Transportation Engineers Quad conference in Portland.

Request Number 2201 – General Fund – Public Works Department – Site Development Program 0701

- $6.000 Transfer within existing Materials and Services appropriations for the PlanGrid software program to view site development documents on mobile devices.

Request Number 2202 – General Fund - Public Works Department – Landscape Program 0772

- $38,200 Record revenue from the Tree Mitigation Fee collected on the Russell Property Subdivision (TP2015-0013, CR #O844384) and appropriate as Reserve - Tree Preservation for future tree preservation projects.

Request Number 2204 – Water Fund – Water System Quality Program 0743

- $46,000 Additional appropriation in Capital Outlay - Equipment for the Water System's Telemetry upgrades.

Request Number 2206 – General Fund – Mayor's Office Programs Administration Program 0522

- $12,500 Additional appropriation in Materials and Services - Professional Services for the Railroad Operator's expenses during quiet zone diagnostics team study which includes travel expenses, professional services, and preliminary engineering report.

Request Number 2208 – Sewer Fund

- $20,000 Transfer within existing Personnel Services to Temporary Employee expense for assistance due to a vacancy in the Program Coordinator position during the year.

Request Number 2210 - General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $1,500 Additional appropriation in Materials and Services - Advertising, Recording & Filing due to increase in publishing costs and unexpected advertising required for the Brownfields public hearing.

Request Number 2211 – Community Development Block Grant Fund

- $200 Transfer within existing Materials and Services appropriations for parking expenses for staff attending off-site meetings.

Request Number 2212 – General Fund – Public Works Department – Site Development Program 0701

- $250 Transfer within existing Materials and Services appropriations for meeting-related meals.

Request Number 2213 – General Fund – Community Development Department – Development Division Program 0662

- $502 Transfer within existing Materials and Services appropriations to replace two office chairs.

Request Number 2214 – General Fund – Community Development Department – Development Division Program 0662

- $1,000 Transfer within existing Materials and Services appropriations for Development Division Manager to attend the Spring Urban Land Institute conference in Detroit.

Request Number 2215 - General Fund – Community Development Department – Development Division Program 0662

- $15,000 Additional appropriation in Materials and Services - Acquisition Due Diligence Expense for the Public Safety Center.

Request Number 2216 – Water Fund

- $20,000 Additional appropriation in Materials and Services - Meter Maintenance for additional water meters and associated parts due to the water system expansion in the South Cooper Mountain area and Russell Subdivision.

Request Number 2217 – General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $12,846 Additional appropriation in Materials and Services - Public Meeting Broadcast Expense for additional production costs ($6,000) due to additional Planning Commission meeting time, offsite council meetings and sound system equipment & programming upgrades ($6,846) to allow for system imbedded remote conferencing for council meetings.

Request Number 2221 – Water Fund – Water System Capital Improvements Program 3701

- $330,000 Additional appropriation in Capital Outlay - Construction Design & Engineering Inspection for the new waterline replacement project CIP 4152 on SW Chestnut Place.

Request Number 2222 – General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $325 Additional appropriation in Materials and Services - Communications Expense for the monthly service for the City recorder cell phone (5 months @ $65 per month) added during the fiscal year.

Request Number 2223 – General Fund – Non-Departmental Program 0003

- $1,378 Additional appropriation in Materials and Services - Community Center Expense for unexpected HVAC and roof repairs.

Request Number 2224 – Library Fund

- $1,378 Additional appropriation in Materials and Services- Maintenance Contracts for unexpected elevator repairs for $511 plus renewal of 3-year security system support agreement of $867 for the main library.

Request Number 2225 – Public Works Administration Fund

- $500 Additional appropriation in Materials and Services - Maintenance Contracts to renew the security system support agreement for 3-years to achieve a better price.

Request Number 2226 – General Fund – Non-Departmental – The Griffith Drive Building Operations Program 0008

- $4,280 Additional appropriation in Materials and Services - Maintenance Contracts to renew security system support agreement at the Griffith Building for a 3-year term to achieve a better price.

Request Number 2229 – General Fund – Finance Department – Finance Operations Program 0548

- $3,500 Additional appropriation in Materials and Services - Travel, Training and Subsistence for 3 Finance staff to attend the Oregon Government Finance Officers Association annual conference in Eugene, Oregon.

Request Number 2230 – General Fund – Non-Departmental – The Beaverton Building Operations Program 0007

- $2,187 Additional appropriation in Materials and Services - Professional Services to increase security guard hours by 30 minutes each day at The Beaverton Building to conduct final building walkthrough after the front doors are locked.

Request Number 2232 – Water Operations Fund

- $6,000 Additional appropriation in Materials and Services - Computer Equipment to cover computer costs that exceed the amount budgeted for a new Project Engineer and Associate Engineer (2 high end computers for CAD work, 4 monitors, video cards, and 2 phones).

Request Number 2235 – BURA General Fund Program 0691

- $25,000 Additional appropriation in Materials and Services - Property Management Expense for BURA-owned properties, including fencing for the Ludeman's site.

Request Number 2236 – Building Fund

- $11,417 Transfer within existing Personnel Services - Temporary Employees for assistance with commercial plans review due to the retirement of the incumbent in the position.

Request Number 2237 – Building Fund

- $1,318 Additional appropriation in Personnel Services - Permit Technician for overtime due to the increased volume of development plan submittals.

Request Number 2240 – General Fund – Community Development Department - Economic Development Program 0654

- $9,500 Transfer within existing Materials and Services appropriations for consultant to assist with implementing the Customer Relationship Management (CRM) software.

Request Number 2241 – General Fund – Community Development Department - Economic Development Program 0654

- $2,500 Transfer within existing Materials and Services appropriations to cover costs of travel to Japan and a business recruitment event in Tokyo that were not included in the adopted budget.

Request Number 2242 - General Fund – Community Development Department – Planning Division Program 0676

- $1,000 Transfer within existing Personnel Services appropriations for ergonomic chair and a height adjustable work surface for new planning staff.

Request Number 2243 - General Fund – Community Development Department – Administration Division Program 0661

- $550 Additional appropriation in Materials and Services - Computer Equipment for upgrade from two 22" monitors to two 27" monitors for one of the support specialists.

Request Number 2244 – General Fund - CDD Administration Program 0661, Planning Division 0676, Engineering Program 0703 and Building Fund

- $6,930 and $10,950 additional appropriations in the General Fund and Building Fund (respectively) in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.

Request Number 2246 – General Fund – Community Development Department - Economic Development Program 0654

- $4,500 Additional appropriation in Materials and Services - Computer Software for Customer Relationship Management (CRM) software for Economic Development and the Restaurant Team.

Request Number 2249 – Water Operations Fund

- $3,000 Additional appropriation in Materials and Services - Advertising for Public Hearing advertising associated with the withdrawal of service territory from TVWD and incorporating the territory into the City of Beaverton's Water Service Area.

Request Number 2250 – Sewer Fund and Insurance Agency Fund – Workers Compensation Program 0014

- $77,400 Additional appropriation in Transfers to the Insurance Agency Fund from the Sewer Fund to settle a workers compensation claim directly attributable to the Sewer Fund and appropriate the $77,400 in the Workers Compensation Program's Claims Account.

Request Number 2251 – Street Fund – Street Maintenance Program 0732

- $31,500 Additional appropriation in Materials and Services - Equipment Operations and Maintenance Expense due to unanticipated repairs to the Street Fund's backhoe Vehicle Number 6-511.

Request Number 2252 — General Fund – Mayor's Office Programs – Neighborhood and Public Involvement Program 0659

- $2,700 Additional appropriation and a $2,700 transfer within existing Materials and Services appropriations for Travel Expenses to permit two staff and two volunteer NAC leaders (Five Oaks Triple Creek and Highland) to attend Neighborhoods USA annual conference in Birmingham, AL to receive national awards on May 24, 2018.

Request Number 2253 – General Fund – Non-Departmental - The Beaverton Building Program 0007

- $83,050 Additional appropriation in Capital Outlay - Buildings and Building Improvements for additional costs to relocate the Finance Department from the 4th floor to the 2nd floor due to additional cabling, unanticipated construction issues, and project change orders over the original estimates.

Request Number 2254– General Fund – Non-Departmental - The Griffith Park Building Program 0008

- $76,000 Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Park Building to renovate the 3rd floor to repurpose the space for public uses as approved by City Council. The cost includes architectural services, construction, electrical, carpet repairs, HVAC upgrades, and painting.

Request Number 2255 – General Fund – Non-Departmental Program 0003

- $10,600 Additional appropriation in Materials and Services - Beaverton Activities Center Expense for utilities and janitorial services as the building remained open from January to April to provide space for Cash Oregon's operations with the tax assistance program.

Request Number 2256 – General Fund – Mayor's Office Programs – Sustainability Program 0656

- $15,318 Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.

Request Number 2257 - General Fund - Mayor's Office Programs – Recycling Program 0657

- $8,364 Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.

Request Number 2258 – Library Fund Revenues and the Library Trust Program 0559

- $39,680 Record additional revenue from the Library Foundation and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.

Request Number 2261 – Insurance Agency Fund – Workers Compensation Program 0014

- $50,000 Additional appropriation in Materials and Services- Workers Comp Claims to cover additional worker's comp claims for the remainder of FY 17-18.

Request Number 2263 – General Fund Revenues and Public Works Department – Landscape Program 0772

- $5,000 Record Fidelity Charitable grant revenue and establish the associated appropriation in Materials and Services - Landscape Maintenance to replace the damaged flagpole in the roundabout on Barrows Road in memory of Andrew Keller.

Request Number 2264 – General Fund Revenues and Police Department – Investigative Services Program 0623

- $46,965 Record additional Federal Equitable Sharing revenues and the associated appropriations in Materials and Services - Federal Forfeiture expense to purchase a heat alarm system for the K9 vehicles ($11,102), Spy II portable alarm system ($9,000) and connector for new radio system ($1,300), and interview room recording system ($25,563).

Request Number 2267 – General Fund Revenues and Police Department – Investigative Services Program 0623

- $38,717 Record additional Federal Equitable Sharing revenues and the associated appropriation in Materials and Services - Federal Forfeiture expense to purchase 31 Taser units for Police Patrol, Traffic, K9, TriMet and School Resource Officers.

Request Number 2268 – Water, Sewer and Storm Drain Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $120,000 additional appropriations in Transfers Out to the Public Works Administration Fund from the Water Fund $36,000, Sewer Fund $36,000 and the Storm Drain Fund $48,000 and record the $120,000 as revenue in the Public Works Administration Fund and appropriate the funding in Capital Outlay – Building Improvements to replace the heavy duty hoist that was damaged and assist with the increased costs is due to clean up of hydraulic oil in the soils.

Request Number 2271 – Street Fund – Street Maintenance Program 0732

- $370,023 Additional appropriation in Materials and Services - Street Reconstruction Expense for completion of additional 170 ADA ramps that was approved by Council on December 12, 2017 in Agenda Bill 17244 funded in part from additional State Gas Tax revenues.

Request Number 2272 – Insurance Agency Fund – General Liability and Property Insurance Program 0010

- 72,000 Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.

Request Number 2273 – Storm Drain Fund – Storm Drain Maintenance Program 0734

- $45,000 Additional appropriation in Materials and Services - Dumping Expenses due to having to dispose of street sweeper debris that was permitted at no-charge in previous years.

Request Number 2274 – BURA General Fund and BURA Debt Service Fund

- $993,927 Additional appropriation in Transfer to BURA Debt Service Fund for to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.

Request Number 2275 – BURA Debt Service Fund

- $170,500 Transfer within existing debt service appropriations to record additional funding to pay the one day daylight loan from the City's General Fund from the appropriation to pay the interest on the line of credit. The line of credit will not be used to fund construction project costs for this year to conserve the line of credit for the parking garage's actual future construction.

Request Number 2276 – BURA Construction Fund – Revenues. Parking Garage Project Program 6501 and BURA Land Acquisition Program 6503

- $<6,255,000> Remove proceeds from line of credit and the associated construction projects that were to be funded by the line of credit drawdown; $4,655,000 for the Parking Garage and $1,600,000 for land acquisitions. Funding for these projects will be provided by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.

Request Number 2277 – BURA Construction Fund – Revenues. Parking Garage Project Program 6501 and BURA Land Acquisition Program 6503

- $1,164,427 Record proceeds from a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain, and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

Request Number 2279 – LID Assessment Payment Fund – 7th Street LID Project Program 4230 and Storm Drain Fund – Revenues

- $400 Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for the initial loan to finance the LID's improvements.

Request Number 2280 – General Fund – Finance Department – Purchasing Program 0542

- $500 Additional appropriation in Materials and Services - Advertising, Recording & Filing to cover bids advertisements for upcoming solicitations that need to be issued prior to June 30, 2018.

Request Number 2282 – Lodging Tax Fund – Mayor's Office Programs - Arts Program 0528

- $2,265 Transfer within existing Materials and Services appropriations for computer equipment (2 - laptops, 2 - Receipt printers, Barcode reader, Barcode printer, and accessories) for Beaverton Arts Mix 2018 and future years to manage the purchases of art at the event.

Request Number 2284 – General Fund – Human Resources Department – Management and Employee Services Program 0534

- $25,000 Transfer within existing Materials and Services appropriations for the services of an executive recruiting firm to assist in the hiring of Library Director.

Request Number 2286 – Lodging Tax Fund – Mayor's Office Programs - Arts Program 0528

- $540 Transfer within existing Materials and Services appropriations to purchase a basic version of Office for two new tablets for staff in the Arts Program (2 @ $270 each).

Request Number 2287 - General Fund – Non-Departmental - The Griffith Park Building Program 0008

- $20,100 Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Drive Building on the 3rd Floor for furniture for new meeting rooms ($16,000) and to cover the overage on costs to remodel new meeting rooms ($4,100).

Request Number 2288 – General Fund – Non-Departmental Program 0003

- $5,902 Additional appropriation in Materials and Services - Harvest Court Expense due to moving Herman Miller panels and an overage on utilities.

Request Number 2289 – General Fund – Non-Departmental Program 0003

- $371 Additional appropriation in Materials and Services - Kiosk Maintenance Expense to replace the refrigerator in the city park kiosk that stopped working.

Request Number 2290 - General Fund – Non-Departmental - The Griffith Park Building Program 0008

- $5,600 Additional appropriation in Materials and Services - Building Expense for tables and chairs for the new public meeting room spaces created on the 3rd floor of the Griffith Park Building.

Request Number 2292 – General Fund – Mayor's Office Programs – Administration Program 0522

- $5,200 Additional appropriation in Materials and Services - Travel, Training & Subsistence for two Mayor's Office staff and two Diversity Advisory Board members to travel to and present at the National Civic League's All American City Award conference in Denver, Colorado.

Exhibit A
Listing of Those Supplemental Budget Requests That Require an Additional Appropriation From General Contingency Accounts

Total value of supplemental budget requests that require funding from contingency accounts is $2,243,740 and the following is the breakdown by Fund

General Fund		$291,069
Street Fund		401,523
Building Fund		12,708
Street Lighting Fund		582
Library Fund		1,378
Water Fund		445,114
Sewer Fund		115,473
Storm Drain Fund		97,362
Garage Fund		1,519
Public Works Administration Fund		7,785
Insurance Agency Fund		122,000
Beaverton Urban Redevelopment Agency General Fund		1,018,927
GRAND TOTAL		$2,515,440

Below are the detailed requests in Fund Order:

GENERAL FUND

Request Number 2191 – General Fund – Community Development Department - Economic Development Program 0654

- $7,500 Additional appropriation in Materials and Services - Travel, Training & Subsistence to cover unanticipated travel expenses for staff to attend the conferences for the Export Import Bank, National Main Street and Pacific Northwest Economics.

Request Number 2195 – General Fund – Community Development Department – Administration Program 0661

- $350 Additional appropriation in Materials and Services - Office Furniture & Equipment to purchase ergonomic office chair for new support specialist.

Request Number 2196 – General Fund – Community Development Department – Administration Program 0661

- $1,000 Additional appropriation in Materials and Services - Travel, Training & Subsistence for CDD Director to attend Urban Land Institute 2018 Spring conference in Detroit.

Request Number 2197 - General Fund – Community Development Department – Administration Program 0661

- $2,000 Additional appropriation in Materials and Services - Meals & Related Expense for anticipated business meeting meals and parking.

Request Number 2199 – General Fund – Community Development Department – Transportation Planning Division Program 0738

- $1,200 Additional appropriation in Materials and Services - Mileage Reimbursement for additional mileage expenses.

Request Number 2200 – General Fund – Community Development Department – Transportation Planning Division Program 0738

- $3,500 Additional appropriation in Materials and Services - Travel, Training & Subsistence for Associate Planner to attend the American Planning Association conference in New Orleans; Parking Manager to attend the Parking Industry Exhibition in Chicago; and the Associate Planner and Senior Planner to attend the Oregon Institute for Transportation Engineers Quad conference in Portland.

Request Number 2206 – General Fund – Mayor's Office Programs Administration Program 0522

- $12,500 Additional appropriation in Materials and Services - Professional Services for the Railroad Operator's expenses during quiet zone diagnostics team study which includes travel expenses, professional services, and preliminary engineering report.

Request Number 2210 - General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $1,500 Additional appropriation in Materials and Services - Advertising, Recording & Filing due to increase in publishing costs and unexpected advertising required for the Brownfields public hearing.

Request Number 2215 - General Fund – Community Development Department – Development Division Program 0662

- $15,000 Additional appropriation in Materials and Services - Acquisition Due Diligence Expense for the Public Safety Center.

Request Number 2217 – General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $12,846 Additional appropriation in Materials and Services - Public Meeting Broadcast Expense for additional production costs ($6,000) due to additional Planning Commission meeting time, offsite council meetings and sound system equipment & programming upgrades ($6,846) to allow for system imbedded remote conferencing for council meetings.

Request Number 2222 – Request Number 2217 – General Fund – Mayor's Office Programs – City Recorder and Elections Administration Program 0531

- $325 Additional appropriation in Materials and Services - Communications Expense for the monthly service for the City recorder cell phone (5 months @ $65 per month) added during the fiscal year.

Request Number 2223 – General Fund – Non-Departmental Program 0003

- $1,378 Additional appropriation in Materials and Services - Community Center Expense for unexpected HVAC and roof repairs.

Request Number 2226 – General Fund – Non-Departmental – The Griffith Drive Building Operations Program 0008

- $4,280 Additional appropriation in Materials and Services - Maintenance Contracts to renew security system support agreement at the Griffith Building for a 3-year term to achieve a better price.

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- $3,500 Additional appropriation in Materials and Services - Travel, Training and Subsistence for 3 Finance staff to attend the Oregon Government Finance Officers Association annual conference in Eugene, Oregon.

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- $2,187 Additional appropriation in Materials and Services - Professional Services to increase security guard hours by 30 minutes each day at The Beaverton Building to conduct final building walkthrough after the front doors are locked.

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- $550 Additional appropriation in Materials and Services - Computer Equipment for upgrade from two 22" monitors to two 27" monitors for one of the support specialists.

Request Number 2244 – General Fund - CDD Administration Program 0661, Planning Division 0676, Engineering Program 0703 and Building Fund

- $6,930 and $10,950 additional appropriations in the General Fund and Building Fund (respectively) in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.

Request Number 2246 – General Fund – Community Development Department - Economic Development Program 0654

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- $76,000 Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Park Building to renovate the 3rd floor to repurpose the space for public uses as approved by City Council. The cost includes architectural services, construction, electrical, carpet repairs, HVAC upgrades, and painting.

Request Number 2255 – General Fund – Non-Departmental Program 0003

- $10,600 Additional appropriation in Materials and Services - Beaverton Activities Center Expense for utilities and janitorial services as the building remained open from January to April to provide space for Cash Oregon's operations with the tax assistance program.

Request Number 2280 – General Fund – Finance Department – Purchasing Program 0542

- $500 Additional appropriation in Materials and Services - Advertising, Recording & Filing to cover bids advertisements for upcoming solicitations that need to be issued prior to June 30, 2018.

Request Number 2287 - General Fund – Non-Departmental - The Griffith Park Building Program 0008

- $20,100 Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Drive Building on the 3rd Floor for furniture for new meeting rooms ($16,000) and to cover the overage on costs to remodel new meeting rooms ($4,100).

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Request Number 2289 – General Fund – Non-Departmental Program 0003

- $371 Additional appropriation in Materials and Services - Kiosk Maintenance Expense to replace the refrigerator in the city park kiosk that stopped working.

Request Number 2290 - General Fund – Non-Departmental - The Griffith Park Building Program 0008

- $5,600 Additional appropriation in Materials and Services - Building Expense for tables and chairs for the new public meeting room spaces created on the 3rd floor of the Griffith Park Building.

Request Number 2292 – General Fund – Mayor's Office Programs – Administration Program 0522

- $5,200 Additional appropriation in Materials and Services - Travel, Training & Subsistence for two Mayor's Office staff and two Diversity Advisory Board members to travel to and present at the National Civic League's All American City Award conference in Denver, Colorado.

STREET FUND

Request Number 2251 – Street Fund – Street Maintenance Program 0732

- $31,500 Additional appropriation in Materials and Services - Equipment Operations and Maintenance Expense due to unanticipated repairs to the Street Fund's backhoe Vehicle Number 6-511.

Request Number 2271 – Street Fund – Street Maintenance Program 0732

- $370,023 Additional appropriation in Materials and Services - Street Reconstruction Expense for completion of additional 170 ADA ramps that was approved by Council on December 12, 2017 in Agenda Bill 17244 funded in part from additional State Gas Tax revenues.

BUILDING FUND

Request Number 2189 – Building Fund

- $440 Additional appropriation in Materials and Services - Membership Fees for Professional Engineer registration for structural plans examiner.

Request Number 2237 – Building Fund

- $1,318 Additional appropriation in Personnel Services - Permit Technician for overtime due to the increased volume of development plan submittals.

Request Number 2244 – General Fund - CDD Administration Program 0661, Planning Division 0676, Engineering Program 0703 and Building Fund

- $6,930 and $10,950 additional appropriations in the General Fund and Building Fund (respectively) in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.

STREET LIGHTING FUND

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

LIBRARY FUND

Request Number 2224 – Library Fund

- $1,378 Additional appropriation in Materials and Services- Maintenance Contracts for unexpected elevator repairs for $511 plus renewal of 3-year security system support agreement of $867 for the main library.

WATER FUND

Request Number 2204 – Water Fund – Water System Quality Program 0743

- $46,000 Additional appropriation in Capital Outlay - Equipment for the Water System's Telemetry upgrades.

Request Number 2216 – Water Fund

- $20,000 Additional appropriation in Materials and Services - Meter Maintenance for additional water meters and associated parts due to the water system expansion in the South Cooper Mountain area and Russell Subdivision.

Request Number 2221 – Water Fund – Water System Capital Improvements Program 3701

- $330,000 Additional appropriation in Capital Outlay - Construction Design & Engineering Inspection for the new waterline replacement project CIP 4152 on SW Chestnut Place.

Request Number 2232 – Water Operations Fund

- $6,000 Additional appropriation in Materials and Services - Computer Equipment to cover computer costs that exceed the amount budgeted for a new Project Engineer and Associate Engineer (2 high end computers for CAD work, 4 monitors, video cards, and 2 phones).

Request Number 2249 – Water Operations Fund

- $3,000 Additional appropriation in Materials and Services - Advertising for Public Hearing advertising associated with the withdrawal of service territory from TVWD and incorporating the territory into the City of Beaverton's Water Service Area.

Request Number 2268 – Water, Sewer and Storm Drain Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $120,000 additional appropriations in Transfers Out to the Public Works Administration Fund from the Water Fund $36,000, Sewer Fund $36,000 and the Storm Drain Fund $48,000 and record the $120,000 as revenue in the Public Works Administration Fund and appropriate the funding in Capital Outlay – Building Improvements to replace the heavy duty hoist that was damaged and assist with the increased costs is due to clean up of hydraulic oil in the soils.

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the

Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

SEWER FUND

Request Number 2250 – Sewer Fund and Insurance Agency Fund – Workers Compensation Program 0014

- $77,400 Additional appropriation in Transfers to the Insurance Agency Fund from the Sewer Fund to settle a workers compensation claim directly attributable to the Sewer Fund and appropriate the $77,400 in the Workers Compensation Program's Claims Account.

Request Number 2268 – Street Lighting, Water, Sewer and Storm Drain Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $120,000 additional appropriations in Transfers Out to the Public Works Administration Fund from the Water Fund $36,000, Sewer Fund $36,000 and the Storm Drain Fund $48,000 and record the $120,000 as revenue in the Public Works Administration Fund and appropriate the funding in Capital Outlay – Building Improvements to replace the heavy duty hoist that was damaged and assist with the increased costs is due to clean up of hydraulic oil in the soils.

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

STORM DRAIN FUND

Request Number 2268 – Water, Sewer and Storm Drain Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $120,000 additional appropriations in Transfers Out to the Public Works Administration Fund from the Water Fund $36,000, Sewer Fund $36,000 and the Storm Drain Fund $48,000 and record the $120,000 as revenue in the Public Works Administration Fund and appropriate the funding in Capital Outlay – Building Improvements to replace the heavy duty hoist that was damaged and assist with the increased costs is due to clean up of hydraulic oil in the soils.

Request Number 2273 – Storm Drain Fund – Storm Drain Maintenance Program 0734

- $45,000 Additional appropriation in Materials and Services - Dumping Expenses due to having to dispose of street sweeper debris that was permitted at no-charge in previous years.

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

GARAGE FUND

Request Number 2278 – Street Lighting, Water, Sewer, Storm Drain and Garage Funds Transfers Out and the Public Works Administration Fund Revenues and Capital Outlay

- $12,650 additional appropriations in Transfers Out to the Public Works Administration Fund from the Street Lighting Fund $582, the Water Fund $4,114, the Sewer Fund $2,073, the Storm Drain Fund $4,362 and the Garage Fund $1,519 and deposit the additional funding into the Public Works Administration Fund's contingency account in order to maintain an appropriate level of operating contingency

PUBLIC WORKS ADMINISTRATION FUND

Request Number 2184 – Public Works Administration Fund

- $4,000 Additional appropriation in Materials and Services - Communications Expense to purchase Net Motion for Cityworks application to be usable on smart phones.

Request Number 2187 – Public Works Administration Fund

- $2,600 Additional appropriation in Materials and Services - Uniforms & Special Clothing to purchase required clothing for new hires.

Request Number 2188 – Public Works Administration Fund

- $685 Additional appropriation in Materials and Services - Special Expense for air tank permit and pressure vessel permit.

Request Number 2225 – Public Works Administration Fund

- $500 Additional appropriation in Materials and Services - Maintenance Contracts to renew the security system support agreement for 3-years to achieve a better price.

INSURANCE AGENCY FUND

Request Number 2261 – Insurance Agency Fund – Workers Compensation Program 0014

- $50,000 Additional appropriation in Materials and Services- Workers Comp Claims to cover additional worker's comp claims for the remainder of FY 17-18.

Request Number 2272 – Insurance Agency Fund – General Liability and Property Insurance Program 0010

- 72,000 Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.

BEAVERTON URBAN REDEVELOPMENT AGENCY GENERAL FUND

Request Number 2235 – BURA General Fund Program 0691

- $25,000 Additional appropriation in Materials and Services - Property Management Expense for BURA-owned properties, including fencing for the Ludeman's site.

Request Number 2274 – BURA General Fund and BURA Debt Service Fund

- $993,927 Additional appropriation in Transfer to BURA Debt Service Fund for to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.

Agenda Bill

MEMORANDUM

City of Beaverton

Office of the City Recorder

To: Mayor Doyle and City Councilors

From: Cathy Jansen, City Recorder

Date: May 7, 2018

Subject: Agenda Bill No. 18101: Authorize Contract Amendment with Angelo Planning Group for Work Associated with the Metro Equitable Housing Grant *(Development Division Manager Cadence Petros)*

Agenda Bill 18101 will be made available when completed – estimated time for delivery is the middle of next week. It will be provided as soon as it is available.

If you have any questions regarding this item, please call me at (503) 526-2495.

AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SUBJECT: A Resolution Adopting a Supplemental Budget (#S-18-2) for the Fiscal Year Commencing July 1, 2017, and Making Appropriations Therefrom

FOR AGENDA OF: 05/24/18 **BILL NO:** 18102

Mayor's Approval: Denny Doyle

DEPARTMENT OF ORIGIN: Finance PAO Clare

DATE SUBMITTED: May 2, 2018

CLEARANCES: City Attorney
Mayor's Office

PROCEEDING: Public Hearing

EXHIBITS: Resolution
Exhibit A – Supplemental Summary Report

BUDGET IMPACT

EXPENDITURE REQUIRED $-0-	AMOUNT BUDGETED $-0-	APPROPRIATION REQUIRED "See Attached"

RECOMMENDED ACTION:

Council hold a public hearing and approve the attached resolution which adopts Supplemental Budget #S-18-2 for the current fiscal year and makes appropriations therefrom.

HISTORICAL PERSPECTIVE:

Earlier on the evening of May 24, 2018, Supplemental Budget #S-18-2 will have been reviewed and approved by the Budget Committee and forwarded to the City Council for formal action. State Statutes require that the City Council hold a public hearing prior to adopting the Supplemental Budget.

Supplemental Budget #S-18-2 will not increase taxes levied in this fiscal year.

INFORMATION FOR CONSIDERATION:

Attached is the resolution which amends the current fiscal year budget by adopting Supplemental Budget #S-18-2. The Supplemental Budget is presented in summary form in Exhibit A "Supplemental Budget Summary Report".

RESOLUTION NO. 4507

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET
FOR THE FISCAL YEAR COMMENCING JULY 1, 2017
AND MAKING APPROPRIATIONS THEREFROM

BE IT RESOLVED BY THE CITY OF BEAVERTON AS FOLLOWS:

Section I. The City Council hereby adopts for the fiscal year 2017-18, the Supplemental Budget (#S-18-2), as approved after public hearing before the Council at its meeting of May 24, 2018, and now on file in the office of the City Recorder (attached hereto as Exhibit A and incorporated herein).

Section 2. For the reasons and purposes set forth in Exhibit A of Section I above, the Council finds and determines that it is necessary to make the amendments in appropriations as indicated in Exhibit A. These supplemental appropriations will not increase taxes levied in this fiscal year. Said supplemental appropriations are hereby authorized by the Council.

Section 3. The Finance Director or his designee shall make the appropriate entries in the books, accounts and records of the City to effect the purpose of this Resolution.

Adopted by the Council this ____ day of May, 2018.

Approved by the Mayor this ____ day of May, 2018.

Ayes: _____ Nays: _____

ATTEST: APPROVED:

_____ _____

Catherine Jansen, City Recorder Denny Doyle, Mayor

CITY OF BEAVERTON SUPPLEMENTAL BUDGET SUMMARY

	BUDGET	SUPPLEMENTAL	REVISED
GENERAL FUND			
REVENUE			
MISCELLANEOUS REVENUES	$3,129,703	$128,882	$3,258,585
TOTAL	**$3,129,703**	**$128,882**	**$3,258,585**
MAYOR'S OFFICE			
PERSONNEL SERVICES	$5,037,163	$0	$5,037,163
MATERIALS & SERVICES	$2,360,758	$35,071	$2,395,829
TOTAL	**$7,397,921**	**$35,071**	**$7,432,992**
NON-DEPARTMENTAL			
MATERIALS & SERVICES	$3,421,306	$126,418	$3,547,724
CAPITAL OUTLAY	$595,337	$83,050	$678,387
FUND BAL/CONTINGENCY/RESERVES	$6,930,810	($291,069)	$6,639,741
TOTAL	**$10,947,453**	**($81,601)**	**$10,865,852**
HUMAN RESOURCES DEPARTMENT			
MATERIALS & SERVICES	$337,418	$0	$337,418
TOTAL	**$337,418**	**$0**	**$337,418**
FINANCE DEPARTMENT			
MATERIALS & SERVICES	$143,908	$4,000	$147,908
TOTAL	**$143,908**	**$4,000**	**$147,908**
POLICE DEPARTMENT			
MATERIALS & SERVICES	$3,353,465	$85,682	$3,439,147
TOTAL	**$3,353,465**	**$85,682**	**$3,439,147**
COMMUNITY DEVELOPMENT DEPT			
PERSONNEL SERVICES	$4,393,749	$0	$4,393,749
MATERIALS & SERVICES	$2,618,973	$38,880	$2,657,853
TOTAL	**$7,012,722**	**$38,880**	**$7,051,602**
CAPITAL DEVELOPMNT-ENGINEERING			
MATERIALS & SERVICES	$53,120	$3,650	$56,770
TOTAL	**$53,120**	**$3,650**	**$56,770**
PUBLIC WORKS - OPERATIONS			
MATERIALS & SERVICES	$661,870	$5,000	$666,870
FUND BAL/CONTINGENCY/RESERVES	$342,499	$38,200	$380,699
TOTAL	**$1,004,369**	**$43,200**	**$1,047,569**
STREET FUND			
PUBLIC WORKS - OPERATIONS			
MATERIALS & SERVICES	$2,263,738	$401,523	$2,665,261

CITY OF BEAVERTON SUPPLEMENTAL BUDGET SUMMARY

	BUDGET	SUPPLEMENTAL	REVISED
FUND BAL/CONTINGENCY/RESERVES	$2,487,086	($401,523)	$2,085,563
TOTAL	**$4,750,824**	**$0**	**$4,750,824**
BUILDING OPERATING FUND			
COMMUNITY DEVELOPMENT DEPT			
PERSONNEL SERVICES	$3,027,336	$1,318	$3,028,654
MATERIALS & SERVICES	$123,761	$11,390	$135,151
FUND BAL/CONTINGENCY/RESERVES	$1,694,035	($12,708)	$1,681,327
TOTAL	**$4,845,132**	**$0**	**$4,845,132**
COMMUNITY DEV. BLOCK GRANT			
COMMUNITY DEVELOPMENT DEPT			
MATERIALS & SERVICES	$837,939	$0	$837,939
TOTAL	**$837,939**	**$0**	**$837,939**
LODGING TAX (TLT) FUND			
FINANCE DEPARTMENT			
MATERIALS & SERVICES	$835,773	$0	$835,773
TOTAL	**$835,773**	**$0**	**$835,773**
STREET LIGHTING FUND			
PUBLIC WORKS - OPERATIONS			
TRANSFERS	$112,884	$582	$113,466
FUND BAL/CONTINGENCY/RESERVES	$104,003	($582)	$103,421
TOTAL	**$216,887**	**$0**	**$216,887**
LIBRARY FUND			
REVENUE			
MISCELLANEOUS REVENUES	$80,100	$39,680	$119,780
TOTAL	**$80,100**	**$39,680**	**$119,780**
LIBRARY DEPARTMENT			
MATERIALS & SERVICES	$1,533,737	$41,872	$1,575,609
FUND BAL/CONTINGENCY/RESERVES	$784,162	($2,192)	$781,970
TOTAL	**$2,317,899**	**$39,680**	**$2,357,579**

CITY OF BEAVERTON SUPPLEMENTAL BUDGET SUMMARY

	BUDGET	SUPPLEMENTAL	REVISED
ASSESSMENT FUND #1			
REVENUE			
MISCELLANEOUS REVENUES	$3,519	$400	$3,919
TOTAL	**$3,519**	**$400**	**$3,919**
FINANCE DEPARTMENT			
TRANSFERS	$18,319	$400	$18,719
TOTAL	**$18,319**	**$400**	**$18,719**
WATER FUND			
CAPITAL DEVELOPMNT-ENGINEERING			
MATERIALS & SERVICES	$199,807	$6,000	$205,807
TOTAL	**$199,807**	**$6,000**	**$205,807**
INFRASTRUCTURE PROJECTS			
CAPITAL OUTLAY	$4,847,801	$330,000	$5,177,801
TOTAL	**$4,847,801**	**$330,000**	**$5,177,801**
PUBLIC WORKS - OPERATIONS			
MATERIALS & SERVICES	$3,955,346	$23,000	$3,978,346
CAPITAL OUTLAY	$79,153	$46,000	$125,153
TRANSFERS	$3,416,756	$40,114	$3,456,870
FUND BAL/CONTINGENCY/RESERVES	$10,350,499	($445,114)	$9,905,385
TOTAL	**$17,801,754**	**($336,000)**	**$17,465,754**
SEWER FUND			
PUBLIC WORKS - OPERATIONS			
PERSONNEL SERVICES	$1,051,996	$0	$1,051,996
TRANSFERS	$999,352	$115,473	$1,114,825
FUND BAL/CONTINGENCY/RESERVES	$7,790,257	($115,473)	$7,674,784
TOTAL	**$9,841,605**	**$0**	**$9,841,605**
STORM DRAIN FUND			
REVENUE			
INTERFUND TRANSFERS/LOANS	$17,019	$400	$17,419
TOTAL	**$17,019**	**$400**	**$17,419**
PUBLIC WORKS - OPERATIONS			
MATERIALS & SERVICES	$797,860	$45,000	$842,860
TRANSFERS	$1,136,338	$52,362	$1,188,700

CITY OF BEAVERTON SUPPLEMENTAL BUDGET SUMMARY

	BUDGET	SUPPLEMENTAL	REVISED
FUND BAL/CONTINGENCY/RESERVES	$8,246,600	($96,962)	$8,149,638
TOTAL	**$10,180,798**	**$400**	**$10,181,198**
GARAGE FUND			
PUBLIC WORKS - OPERATIONS			
TRANSFERS	$185,884	$1,519	$187,403
FUND BAL/CONTINGENCY/RESERVES	$54,172	($1,519)	$52,653
TOTAL	**$240,056**	**$0**	**$240,056**
PUBLIC WORKS ADMIN FUND			
REVENUE			
INTERFUND TRANSFERS/LOANS	$1,156,156	$132,650	$1,288,806
TOTAL	**$1,156,156**	**$132,650**	**$1,288,806**
PUBLIC WORKS - OPERATIONS			
MATERIALS & SERVICES	$286,292	$7,785	$294,077
CAPITAL OUTLAY	$204,150	$91,445	$295,595
FUND BAL/CONTINGENCY/RESERVES	$34,957	$33,420	$68,377
TOTAL	**$525,399**	**$132,650**	**$658,049**
INSURANCE AGENCY FUND			
REVENUE			
INTERFUND TRANSFERS/LOANS	$1,259,941	$77,400	$1,337,341
TOTAL	**$1,259,941**	**$77,400**	**$1,337,341**
INSURANCE DIVISION			
MATERIALS & SERVICES	$11,208,006	$199,400	$11,407,406
FUND BAL/CONTINGENCY/RESERVES	$3,092,556	($122,000)	$2,970,556
TOTAL	**$14,300,562**	**$77,400**	**$14,377,962**
BURA GENERAL FUND			
URBAN RENEWAL AGENCY			
MATERIALS & SERVICES	$1,888,644	$25,000	$1,913,644
TRANSFERS	$453,187	$993,927	$1,447,114
FUND BAL/CONTINGENCY/RESERVES	$3,845,190	($1,018,927)	$2,826,263
TOTAL	**$6,187,021**	**$0**	**$6,187,021**

CITY OF BEAVERTON SUPPLEMENTAL BUDGET SUMMARY

	BUDGET	SUPPLEMENTAL	REVISED
BURA CAPITAL PROJECT FUND			
REVENUE			
NON-REVENUE RECEIPTS	$6,255,000	($5,090,573)	$1,164,427
TOTAL	**$6,255,000**	**($5,090,573)**	**$1,164,427**
URBAN RENEWAL AGENCY			
CAPITAL OUTLAY	$6,255,000	($5,090,573)	$1,164,427
TOTAL	**$6,255,000**	**($5,090,573)**	**$1,164,427**
BURA DEBT SERVICE FUND			
REVENUE			
INTERFUND TRANSFERS/LOANS	$311,000	$993,927	$1,304,927
TOTAL	**$311,000**	**$993,927**	**$1,304,927**
URBAN RENEWAL AGENCY			
DEBT SERVICE	$311,000	$993,927	$1,304,927
TOTAL	**$311,000**	**$993,927**	**$1,304,927**
GRAND TOTAL	$126,976,390	($7,434,468)	$119,541,922

SORTED IN REQUEST NUMBER ORDER

BUDGET AMENDMENT JOURNAL - Sorted in Request Number Order

Preliminary (Subject to Budget Committee Approval)

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2184			
605 85 0681 341	COMMUNICATIONS EXPENSE	$4,000	0.00
605 85 0681 991	CONTINGENCY - UNRESERVED	($4,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Communications Expense to purchase Net Motion for Cityworks application to be usable on smart phones.

FUND INC/-DEC	$0	0.00

REQUEST # 2185			
605 85 0681 301	OFFICE EXPENSE	$500	0.00
605 85 0681 305	SPECIAL DEPARTMENT SUPPLIES	$500	0.00
605 85 0681 321	TRAVEL,TRAINING & SUBSISTENCE	($1,000)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for additional costs associated with ergonomic accommodations.

FUND INC/-DEC	$0	0.00

REQUEST # 2187			
605 85 0681 361	UNIFORMS & SPECIAL CLOTHING	$2,600	0.00
605 85 0681 991	CONTINGENCY - UNRESERVED	($2,600)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Uniforms & Special Clothing to purchase required clothing for new hires.

FUND INC/-DEC	$0	0.00

REQUEST # 2188			
605 85 0681 461	SPECIAL EXPENSE	$685	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
605 85 0681 991	CONTINGENCY - UNRESERVED	($685)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Special Expense for air tank permit and pressure vessel permit.

FUND INC/-DEC	$0	0.00

REQUEST # 2189

105 70 0664 991	CONTINGENCY - UNRESERVED	($440)	0.00
105 70 0665 307	MEMBERSHIP FEES	$440	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Membership Fees for Professional Engineer registration for structural plans examiner.

FUND INC/-DEC	$0	0.00

REQUEST # 2191

001 13 0003 991	CONTINGENCY - UNRESERVED	($7,500)	0.00
001 70 0654 321	TRAVEL,TRAINING & SUBSISTENCE	$7,500	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Travel, Training & Subsistence to cover unanticipated travel expenses for staff to attend the conferences for the Export Import Bank, National Main Street and Pacific Northwest Economics.

FUND INC/-DEC	$0	0.00

REQUEST # 2192

001 70 0654 328	MEALS & RELATED EXPENSE	$100	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0654 377	PUBLIC RELATIONS EXPENSE	($100)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for additional anticipated business meals and parking expense.

FUND INC/-DEC	$0	0.00

REQUEST # 2193

001 70 0654 330	MILEAGE REIMBURSEMENT	$200	0.00
001 70 0654 377	PUBLIC RELATIONS EXPENSE	($200)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for additional anticipated mileage.

FUND INC/-DEC	$0	0.00

REQUEST # 2195

001 13 0003 991	CONTINGENCY - UNRESERVED	($350)	0.00
001 70 0661 303	OFFICE FURNITURE & EQUIPMENT	$350	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Office Furniture & Equipment to purchase ergonomic office chair for new support specialist.

FUND INC/-DEC	$0	0.00

REQUEST # 2196

001 13 0003 991	CONTINGENCY - UNRESERVED	($1,000)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0661 321	TRAVEL,TRAINING & SUBSISTENCE	$1,000	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Travel, Training & Subsistence for CDD Director to attend Urban Land Institute 2018 Spring conference in Detroit.

FUND INC/-DEC	$0	0.00

REQUEST # 2197

001 13	0003 991	CONTINGENCY - UNRESERVED	($2,000)	0.00
001 70	0661 328	MEALS & RELATED EXPENSE	$2,000	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Meals & Related Expense for anticipated business meeting meals and parking.

FUND INC/-DEC	$0	0.00

REQUEST # 2198

001 70	0676 081	PLANNING MANAGER	($1,190)	0.00
001 70	0676 275	TEMPORARY EMPLOYEES	$1,190	0.00

JUSTIFICATION: Transfer within existing Personnel Services appropriations to hire a Temporary Associate Planner due to position vacancy during the year.

FUND INC/-DEC	$0	0.00

REQUEST # 2199

001 13	0003 991	CONTINGENCY - UNRESERVED	($1,200)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0738 330	MILEAGE REIMBURSEMENT	$1,200	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Mileage Reimbursement for additional mileage expenses.

FUND INC/-DEC	$0	0.00

REQUEST # 2200

001 13 0003 991	CONTINGENCY - UNRESERVED	($3,500)	0.00
001 70 0738 321	TRAVEL,TRAINING & SUBSISTENCE	$3,500	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Travel, Training & Subsistence for Associate Planner to attend the American Planning Association conference in New Orleans; Parking Manager to attend the Parking Industry Exhibition in Chicago; and the Associate Planner and Senior Planner to attend the Oregon Institute for Transportation Engineers Quad conference in Portland.

FUND INC/-DEC	$0	0.00

REQUEST # 2201

001 85 0701 317	COMPUTER EQUIPMENT	($6,000)	0.00
001 85 0701 318	COMPUTER SOFTWARE	$6,000	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations to cover the PlanGrid software program to view site development documents on mobile devices.

FUND INC/-DEC	$0	0.00

REQUEST # 2202

001 03 0000 389	MISCELLANEOUS REVENUES	$38,200	

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 85 0772 990	RESERVE - TREE PRESERVATION	$38,200	0.00

JUSTIFICATION: Record revenue from the Tree Mitigation Fee collected on the Russell Property Subdivision (TP2015-0013, CR #O844384) and appropriate as Reserve - Tree Preservation for future tree preservation projects.

FUND INC/-DEC	$0	0.00

REQUEST # 2204

501 85 0741 991	CONTINGENCY - UNRESERVED	($46,000)	0.00
501 85 0743 671	EQUIPMENT	$46,000	0.00

JUSTIFICATION: Additional appropriation in Capital Outlay - Equipment for the Water System's Telemetry upgrades.

FUND INC/-DEC	$0	0.00

REQUEST # 2206

001 10 0522 511	PROFESSIONAL SERVICES	$12,500	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($12,500)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Professional Services for the Railroad Operator's expenses during quiet zone diagnostics team study which includes travel expenses, professional services, and preliminary engineering report.

FUND INC/-DEC	$0	0.00

REQUEST # 2208

502 85 0753 049	PROG COORDINATOR -PUBLIC WORKS	($20,000)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
502 85 0753 275	TEMPORARY EMPLOYEES	$20,000	0.00

JUSTIFICATION: Transfer within existing Personnel Services to Temporary Employee expense for assistance due to a vacancy in the Program Coordinator position during the year.

FUND INC/-DEC	$0	0.00

REQUEST # 2210

001 10 0531 316	ADVERTISING,RECORDING & FILING	$1,500	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($1,500)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Advertising, Recording & Filing due to increase in publishing costs and unexpected advertising required for the Brownfields public hearing.

FUND INC/-DEC	$0	0.00

REQUEST # 2211

106 70 0611 330	MILEAGE REIMBURSEMENT	$200	0.00
106 70 0611 377	PUBLIC RELATIONS EXPENSE	($200)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for parking expenses for staff attending off-site meetings.

FUND INC/-DEC	$0	0.00

REQUEST # 2212

001 85 0701 321	TRAVEL,TRAINING & SUBSISTENCE	($250)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 85 0701 328	MEALS & RELATED EXPENSE	$250	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for meeting-related meals.

	FUND INC/-DEC	$0	0.00

REQUEST # 2213

001 70 0662 303	OFFICE FURNITURE & EQUIPMENT	$502	0.00
001 70 0662 325	COMMUNITY EVENTS EXPENSE	($502)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations to replace two office chairs.

	FUND INC/-DEC	$0	0.00

REQUEST # 2214

001 70 0662 321	TRAVEL,TRAINING & SUBSISTENCE	$1,000	0.00
001 70 0662 325	COMMUNITY EVENTS EXPENSE	($1,000)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for Development Division Manager to attend the Spring Urban Land Institute conference in Detroit.

	FUND INC/-DEC	$0	0.00

REQUEST # 2215

001 13 0003 991	CONTINGENCY - UNRESERVED	($15,000)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0662 509	ACQUISITION DUE DILIGENCE EXP	$15,000	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Acquisition Due Diligence Expense for the Public Safety Center.

FUND INC/-DEC	$0	0.00

REQUEST # 2216

501 85 0741 991	CONTINGENCY - UNRESERVED	($20,000)	0.00
501 85 0742 446	METER MAINTENANCE	$20,000	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Meter Maintenance for additional water meters and associated parts due to the water system expansion.

FUND INC/-DEC	$0	0.00

REQUEST # 2217

001 10 0531 329	PUBLIC MEETING BROADCAST EXP	$12,846	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($12,846)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Public Meeting Broadcast Expense for additional production costs ($6,000) due to additional Planning Commission meeting time, offsite council meetings and sound system equipment & programming upgrades ($6,846) to allow for system imbedded remote conferencing for council meetings.

FUND INC/-DEC	$0	0.00

REQUEST # 2221

501 75 3701 683	CONST DESIGN & ENGR INSPECTION	$330,000	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
501 85 0741 991	CONTINGENCY - UNRESERVED	($330,000)	0.00

JUSTIFICATION: Additional appropriation in Capital Outlay - Construction Design & Engineering Inspection for the new waterline replacement project CIP 4152 on SW Chestnut Place.

	FUND INC/-DEC	$0	0.00

REQUEST # 2222

001 10 0531 341	COMMUNICATIONS EXPENSE	$325	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($325)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Communications Expense for the monthly service for the City recorder cell phone (5 months @ $65 per month) added during the fiscal year.

	FUND INC/-DEC	$0	0.00

REQUEST # 2223

001 13 0003 386	COMMUNITY CENTER EXPENSE	$1,378	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($1,378)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Community Center Expense for unexpected HVAC and roof repairs.

	FUND INC/-DEC	$0	0.00

REQUEST # 2224

115 35 0551 536	MAINTENANCE CONTRACTS	$1,378	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
115 35 0551 991	CONTINGENCY - UNRESERVED	($1,378)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services- Maintenance Contracts for unexpected elevator repairs for $511 plus renewal of 3-year security system support agreement of $867 for the main library.

	FUND INC/-DEC	$0	0.00

REQUEST # 2225

605 85 0681 536	MAINTENANCE CONTRACTS	$500	0.00
605 85 0681 991	CONTINGENCY - UNRESERVED	($500)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Maintenance Contracts to renew the security system support agreement for 3-years to achieve a better price.

	FUND INC/-DEC	$0	0.00

REQUEST # 2226

001 13 0003 991	CONTINGENCY - UNRESERVED	($4,280)	0.00
001 13 0008 536	MAINTENANCE CONTRACTS	$4,280	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Maintenance Contracts to renew security system support agreement at the Griffith Building for a 3-year term to achieve a better price.

	FUND INC/-DEC	$0	0.00

REQUEST # 2229

001 13 0003 991	CONTINGENCY - UNRESERVED	($3,500)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 20 0548 321	TRAVEL,TRAINING & SUBSISTENCE	$3,500	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Travel, Training and Subsistence for 3 Finance staff to attend the Oregon Government Finance Officers Association annual conference in Eugene Oregon.

FUND INC/-DEC	$0	0.00

REQUEST # 2230

001 13 0003 991	CONTINGENCY - UNRESERVED	($2,187)	0.00
001 13 0007 511	PROFESSIONAL SERVICES	$2,187	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Professional Services to increase security guard hours by 30 minutes each day at The Beaverton Building to conduct final building walkthrough after the front doors are locked.

FUND INC/-DEC	$0	0.00

REQUEST # 2232

501 72 0740 317	COMPUTER EQUIPMENT	$6,000	0.00
501 85 0741 991	CONTINGENCY - UNRESERVED	($6,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Computer Equipment to cover computer costs that exceed the amount budgeted for a new Project Engineer and Associate Engineer (2 high end computers for CAD work, 4 monitors, video cards, and 2 phones).

FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2235			
901 95 0691 518	PROPERTY MANAGEMENT EXPENSE	$25,000	0.00
901 95 0691 991	CONTINGENCY - UNRESERVED	($25,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Property Management Expense for BURA-owned properties, including fencing for the Ludeman's site.

FUND INC/-DEC	$0	0.00

REQUEST # 2236			
105 70 0665 275	TEMPORARY EMPLOYEES	$11,417	0.00
105 70 0667 275	TEMPORARY EMPLOYEES	($11,417)	0.00

JUSTIFICATION: Transfer within existing Personnel Services - Temporary Employees for assistance with commercial plans review due to the retirement of the incumbent in the position.

FUND INC/-DEC	$0	0.00

REQUEST # 2237			
105 70 0664 991	CONTINGENCY - UNRESERVED	($1,318)	0.00
105 70 0665 225	PERMIT TECHNICIAN	$1,318	0.00

JUSTIFICATION: Additional appropriation in Personnel Services - Permit Technician for overtime due to the increased volume of development plan submittals.

FUND INC/-DEC	$0	0.00

REQUEST # 2240			
001 70 0654 307	MEMBERSHIP FEES	($4,500)	0.00
001 70 0654 377	PUBLIC RELATIONS EXPENSE	($5,000)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0654 511	PROFESSIONAL SERVICES	$9,500	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for consultant to assist with implementing the Customer Relationship Management (CRM) software.

FUND INC/-DEC	$0	0.00

REQUEST # 2241

001 70 0654 321	TRAVEL,TRAINING & SUBSISTENCE	$2,500	0.00
001 70 0654 377	PUBLIC RELATIONS EXPENSE	($2,500)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations to cover costs of travel to Japan and a business recruitment event in Tokyo that were not included in the adopted budget.

FUND INC/-DEC	$0	0.00

REQUEST # 2242

001 70 0676 303	OFFICE FURNITURE & EQUIPMENT	$1,000	0.00
001 70 0676 511	PROFESSIONAL SERVICES	($1,000)	0.00

JUSTIFICATION: Transfer within existing Personnel Services appropriations for ergonomic chair and a height adjustable work surface for new planning staff.

FUND INC/-DEC	$0	0.00

REQUEST # 2243

001 13 0003 991	CONTINGENCY - UNRESERVED	($550)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0661 317	COMPUTER EQUIPMENT	$550	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Computer Equipment for upgrade from two 22" monitors to two 27" monitors for one of the support specialists.

	FUND INC/-DEC	$0	0.00

REQUEST # 2244

001 13 0003 991	CONTINGENCY - UNRESERVED	($6,930)	0.00
001 70 0661 317	COMPUTER EQUIPMENT	$1,780	0.00
001 70 0676 317	COMPUTER EQUIPMENT	$1,500	0.00
001 72 0703 317	COMPUTER EQUIPMENT	$3,650	0.00
105 70 0664 317	COMPUTER EQUIPMENT	$10,950	0.00
105 70 0664 991	CONTINGENCY - UNRESERVED	($10,950)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.

	FUND INC/-DEC	$0	0.00

REQUEST # 2246

001 13 0003 991	CONTINGENCY - UNRESERVED	($4,500)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 70 0654 318	COMPUTER SOFTWARE	$4,500	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Computer Software for Customer Relationship Management (CRM) software for Economic Development and the Restaurant Team.

	FUND INC/-DEC	$0	0.00

REQUEST # 2249

501 85 0741 316	ADVERTISING,RECORDING & FILING	$3,000	0.00
501 85 0741 991	CONTINGENCY - UNRESERVED	($3,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Advertising for Public Hearing advertising associated with the withdrawal of service territory from TVWD and incorporating the territory into the City of Beaverton's Water Service Area.

	FUND INC/-DEC	$0	0.00

REQUEST # 2250

502 85 0753 840	TRSFR TO INSURANCE FUND, WC	$77,400	0.00
502 85 0753 991	CONTINGENCY - UNRESERVED	($77,400)	0.00
706 03 0014 421	TRSFRS FROM SEWER FUND	$77,400	
706 40 0014 528	WORKERS COMP CLAIMS	$77,400	0.00

JUSTIFICATION: Additional appropriation in Transfers to the Insurance Agency Fund to settle a workers compensation claim directly attributable to the Sewer Fund.

	FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2251			
101 85 0732 371	EQUIPMENT OPER & MAINT EXPENSE	$31,500	0.00
101 85 0732 991	CONTINGENCY - UNRESERVED	($31,500)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Equipment Operations and Maintenance Expense due to unanticipated repairs to the Street Fund's backhoe Vehicle Number 6-511.

	FUND INC/-DEC	$0	0.00
REQUEST # 2252			
001 10 0659 321	TRAVEL,TRAINING & SUBSISTENCE	$5,400	0.00
001 10 0659 461	SPECIAL EXPENSE	($2,700)	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($2,700)	0.00

JUSTIFICATION: Additional appropriation ($2,700) and a transfer within existing Materials and Services appropriations ($2,700) for Travel Expenses to permit two staff and two volunteer NAC leaders (Five Oaks Triple Creek and Highland) to attend Neighborhoods USA annual conference in Birmingham, AL to receive national awards on May 24, 2018.

	FUND INC/-DEC	$0	0.00
REQUEST # 2253			
001 13 0003 991	CONTINGENCY - UNRESERVED	($83,050)	0.00
001 13 0007 605	BUILDINGS AND BUILDING IMPROVE	$83,050	0.00

JUSTIFICATION: Additional appropriation in Capital Outlay - Buildings and Building Improvements for additional costs to relocate the Finance Department from the 4th floor to the 2nd floor due to additional cabling, unanticipated construction issues, and project change orders over the original estimates.

	FUND INC/-DEC	$0	0.00
REQUEST # 2254			
001 13 0003 991	CONTINGENCY - UNRESERVED	($76,000)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 13 0008 384	BUILDING MAINTENANCE PROJECTS	$76,000	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Park Building to renovate the 3rd floor to repurpose the space for public uses as approved by City Council. The cost includes architectural services, construction, electrical, carpet repairs, HVAC upgrades, and painting.

FUND INC/-DEC	$0	0.00

REQUEST # 2255

001 13 0003 352	BVTN ACTIVITIES CENTER EXPENSE	$10,600	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($10,600)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Beaverton Activities Center Expense for utilities and janitorial services as the building remained open from January to April to provide space for Cash Oregon's operations with the tax assistance program.

FUND INC/-DEC	$0	0.00

REQUEST # 2256

001 10 0656 186	PROGRAM COORDINATOR	($15,318)	0.00
001 10 0656 275	TEMPORARY EMPLOYEES	$15,318	0.00

JUSTIFICATION: Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.

FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2257			
001 10 0657 186	PROGRAM COORDINATOR	($8,364)	0.00
001 10 0657 275	TEMPORARY EMPLOYEES	$8,364	0.00

JUSTIFICATION: Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.

	FUND INC/-DEC	$0	0.00
REQUEST # 2258			
115 03 0000 761	LIBRARY TRUST DONATIONS	$39,680	
115 35 0559 303	OFFICE FURNITURE & EQUIPMENT	$27,848	0.00
115 35 0559 304	DEPARTMENT EQUIPMENT EXPENSE	$12,646	0.00
115 35 0559 978	RESERVE - LIBRARY TRUST FUNDS	($814)	0.00

JUSTIFICATION: Record additional revenue from the Library Foundation ($39,680) and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.

	FUND INC/-DEC	$0	0.00
REQUEST # 2261			
706 40 0014 528	WORKERS COMP CLAIMS	$50,000	0.00
706 40 0014 991	CONTINGENCY - UNRESERVED	($50,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services- Workers Comp Claims to cover worker's comp claims for the reminder of FY 17-18.

	FUND INC/-DEC	$0	0.00
REQUEST # 2263			
001 03 0000 390	CONTRIBUTIONS AND DONATIONS	$5,000	

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 85 0772 420	LANDSCAPE MAINTENANCE	$5,000	0.00

JUSTIFICATION: Record Fidelity Charitable grant revenue and establish the associated appropriation in Materials and Services - Landscape Maintenance to replace the damaged flagpole in the roundabout on Barrows Road in memory of Andrew Keller.

FUND INC/-DEC	$0	0.00

REQUEST # 2264

001 03	0000 396	FEDERAL FORFEITURE REVENUES	$46,965
001 60	0623 467	FEDERAL FORFEITURE EXPENSE	$46,965	0.00

JUSTIFICATION: Record additional Federal Equitable Sharing revenues and the associated appropriations in Materials and Services - Federal Forfeiture expense to purchase a heat alarm system for the K9 vehicles ($11,102), Spy II portable alarm system ($9,000) and connector for new radio system ($1,300), and interview room recording system ($25,563).

FUND INC/-DEC	$0	0.00

REQUEST # 2267

001 03	0000 396	FEDERAL FORFEITURE REVENUES	$38,717
001 60	0623 467	FEDERAL FORFEITURE EXPENSE	$38,717	0.00

JUSTIFICATION: Record additional Federal Equitable Sharing revenues and the associated appropriation in Materials and Services - Federal Forfeiture expense to purchase 31 Taser units for Police Patrol, Traffic, K9, TriMet and School Resource Officers.

FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2268			
501 85 0741 991	CONTINGENCY - UNRESERVED	($36,000)	0.00
501 85 0743 804	TRSFR - OPERATIONS ADMIN	$36,000	0.00
502 85 0753 804	TRSFR - OPERATIONS ADMIN	$36,000	0.00
502 85 0753 991	CONTINGENCY - UNRESERVED	($36,000)	0.00
513 85 0734 804	TRSFR - OPERATIONS ADMIN	$48,000	0.00
513 85 0734 991	CONTINGENCY - UNRESERVED	($48,000)	0.00
605 03 0000 419	TRSFRS FROM WATER FUND	$36,000	
605 03 0000 421	TRSFRS FROM SEWER FUND	$36,000	
605 03 0000 441	TRSFRS FR STORM DRAIN FUND	$48,000	
605 85 0681 681	IMPROVEMENTS	$91,445	0.00
605 85 0681 991	CONTINGENCY - UNRESERVED	$28,555	0.00

JUSTIFICATION: Record additional Transfer In revenue from the Water Fund for its share of increased cost to replace the heavy duty hoist that was damaged. The increased costs is due to clean up of hydralic oil in the soils.

FUND INC/-DEC	$0	0.00

REQUEST # 2271			
101 85 0732 422	STREET RECONSTRUCTION EXPENSE	$370,023	0.00
101 85 0732 991	CONTINGENCY - UNRESERVED	($370,023)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Street Reconstruction Expense for completion of additional 170 ADA ramps that was approved by Council on December 12,2017 in Agenda Bill 17244 funded in part from additional State Gas Tax revenues.

FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2272			
706 40 0010 521	THIRD PARTY LIABILITY CLAIMS	$72,000	0.00
706 40 0010 991	CONTINGENCY - UNRESERVED	($50,000)	0.00
706 40 0010 998	RESERVE	($22,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.

FUND INC/-DEC	$0	0.00

REQUEST # 2273			
513 85 0734 425	DUMPING EXPENSES	$45,000	0.00
513 85 0734 991	CONTINGENCY - UNRESERVED	($45,000)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Dumping Expenses due to having to dispose of street sweeper debris that was permitted at no-charge in previous years.

FUND INC/-DEC	$0	0.00

REQUEST # 2274			
901 95 0691 839	TRANSFER TO BURA DEBT SVC FUND	$993,927	0.00
901 95 0691 991	CONTINGENCY - UNRESERVED	($993,927)	0.00
904 03 0000 444	TRSFR FROM BURA GENERAL FUND	$993,927	
904 95 0693 748	REPMT SHORT TERM LOAN FROM COB	$993,927	0.00

JUSTIFICATION: Additional appropriation in Transfer to BURA Debt Service Fund for to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.

FUND INC/-DEC	$0	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
REQUEST # 2275			
904 95 0693 710	BURA LOC INTEREST	($170,500)	0.00
904 95 0693 748	REPMT SHORT TERM LOAN FROM COB	$170,500	0.00

JUSTIFICATION: Transfer within existing debt service appropriations to record additional funding to pay the one day daylight loan from the City's General Fund from the appropriation to pay the interest on the line of credit. The line of credit will not be used to fund construction project costs for this year to conserve the line of credit for the parking garage's actual future construction.

	FUND INC/-DEC	$0	0.00
REQUEST # 2276			
902 03 0000 460	LINE OF CREDIT PROCEEDS BURA	($6,255,000)	
902 95 6501 682	CONSTRUCTION	($4,225,000)	0.00
902 95 6501 683	CONST DESIGN & ENGR INSPECTION	($330,000)	0.00
902 95 6501 686	CRESCENT ST IMPROVEMENT EXP	($100,000)	0.00
902 95 6503 651	PROPERTY ACQUISTION(LAND/BLDG)	($1,600,000)	0.00

JUSTIFICATION: Remove $6,255,000 in proceeds from line of credit and the associated construction projects that were to be funded by the line of credit drawdown; $4.655,000 for the Parking Garage and $1,600,000 for land acquisitions. Funding for these projects will be provided by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.

	FUND INC/-DEC	$0	0.00
REQUEST # 2277			
902 03 0000 453	LOAN FRM CITY OF BEAVERTON	$1,164,427	
902 95 6501 682	CONSTRUCTION	$552,230	0.00
902 95 6501 683	CONST DESIGN & ENGR INSPECTION	$59,967	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
902 95 6503 651	PROPERTY ACQUISTION(LAND/BLDG)	$552,230	0.00

JUSTIFICATION: Record proceeds from a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.

	FUND INC/-DEC	$0	0.00

REQUEST # 2278

111 85 0811 804	TRSFR - OPERATIONS ADMIN	$582	0.00
111 85 0811 991	CONTINGENCY - UNRESERVED	($582)	0.00
501 85 0741 991	CONTINGENCY - UNRESERVED	($4,114)	0.00
501 85 0743 804	TRSFR - OPERATIONS ADMIN	$4,114	0.00
502 85 0753 804	TRSFR - OPERATIONS ADMIN	$2,073	0.00
502 85 0753 991	CONTINGENCY - UNRESERVED	($2,073)	0.00
513 85 0734 804	TRSFR - OPERATIONS ADMIN	$4,362	0.00
513 85 0734 991	CONTINGENCY - UNRESERVED	($4,362)	0.00
602 85 0762 804	TRSFR - OPERATIONS ADMIN	$1,519	0.00
602 85 0762 991	CONTINGENCY - UNRESERVED	($1,519)	0.00
605 03 0000 419	TRSFRS FROM WATER FUND	$4,114	
605 03 0000 421	TRSFRS FROM SEWER FUND	$2,073	
605 03 0000 425	TRSFRS FROM GARAGE FUND	$1,519	
605 03 0000 440	TRSFRS FR STREET LIGHTING FUND	$582	

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
605 03 0000 441	TRSFRS FR STORM DRAIN FUND	$4,362	
605 85 0681 991	CONTINGENCY - UNRESERVED	$12,650	0.00

JUSTIFICATION: Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.

	FUND INC/-DEC	$0	0.00

REQUEST # 2279

401 03 4230 385	INTEREST COLLECTED ON ASSMTS	$400	
401 20 4230 829	TRSFRS TO STORM DRAIN FUND	$400	0.00
513 03 0000 417	TRSFRS FROM ASSESSMENT FUND #1	$400	
513 85 0734 991	CONTINGENCY - UNRESERVED	$400	0.00

JUSTIFICATION: Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for its loan to finance the LID's improvements

	FUND INC/-DEC	$0	0.00

REQUEST # 2280

001 13 0003 991	CONTINGENCY - UNRESERVED	($500)	0.00
001 20 0542 316	ADVERTISING,RECORDING & FILING	$500	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Advertising, Recording & Filing to cover bids advertisements for upcoming solicitations that need to be issued prior to June 30, 2018.

	FUND INC/-DEC	$0	0.00

REQUEST # 2282

107 20 0528 301	OFFICE EXPENSE	$265	0.00
107 20 0528 317	COMPUTER EQUIPMENT	$2,000	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
107 20 0528 488	ART DEVELOPMENT EXPENSE	($2,265)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for computer equipment (2 - laptops, 2 - Receipt printers, Barcode reader, Barcode printer, and accessories) for Beaverton Arts Mix 2018 and future years to manage the purchases of art at the event.

	FUND INC/-DEC	$0	0.00

REQUEST # 2284

001 15 0534 322	EMPLOYEE RECRUITMENT EXPENSE	$25,000	0.00
001 15 0534 511	PROFESSIONAL SERVICES	($25,000)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations for the services of an executive recruiting firm to assist in the hiring of Library Director.

	FUND INC/-DEC	$0	0.00

REQUEST # 2286

107 20 0528 318	COMPUTER SOFTWARE	$540	0.00
107 20 0528 488	ART DEVELOPMENT EXPENSE	($540)	0.00

JUSTIFICATION: Transfer within existing Materials and Services appropriations to purchase a basic version of Office for two new tablets for staff in the Arts Program (2 @ $270 each).

	FUND INC/-DEC	$0	0.00

REQUEST # 2287

001 13 0003 991	CONTINGENCY - UNRESERVED	($20,100)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 13 0008 384	BUILDING MAINTENANCE PROJECTS	$20,100	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Drive Building on the 3rd Floor for furniture for new meeting rooms ($16,000) and to cover the overage on costs to remodel new meeting rooms ($4,100).

	FUND INC/-DEC	$0	0.00

REQUEST # 2288

001 13 0003 354	HARVEST COURT EXPENSE	$5,902	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($5,902)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Harvest Court Expense due to moving Herman Miller panels and an overage on utilities.

	FUND INC/-DEC	$0	0.00

REQUEST # 2289

001 13 0003 356	KIOSK MAINTENANCE EXPENSE	$371	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($371)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Kiosk Maintenance Expense to replace the refrigerator in the city park kiosk that stopped working.

	FUND INC/-DEC	$0	0.00

REQUEST # 2290

001 13 0003 991	CONTINGENCY - UNRESERVED	($5,600)	0.00

FUN-DP-PROG-OBJ	TITLE	INC/-DEC	FTE ADJ
001 13 0008 381	BUILDING EXPENSE	$5,600	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Building Expense for tables and chairs for the new public meeting room spaces created on the 3rd floor of the Griffith Park Building.

FUND INC/-DEC	$0	0.00

REQUEST # 2292

001 10 0522 321	TRAVEL,TRAINING & SUBSISTENCE	$5,200	0.00
001 13 0003 991	CONTINGENCY - UNRESERVED	($5,200)	0.00

JUSTIFICATION: Additional appropriation in Materials and Services - Travel, Training & Subsistence for two Mayor's Office staff and two Diversity Advisory Board members to travel to and present at the National Civic League's All American City Award conference in Denver, Colorado.

FUND INC/-DEC	$0	0.00
TOTAL INC/-DEC	**$0**	**0.00**

SORTED IN ACCOUNT NUMBER ORDER

BUDGET AMENDMENT JOURNAL - Sorted in Fund, Department, and Account Number Order

Preliminary (Subject to Budget Committee Approval)

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
GENERAL FUND						
001 03 0000 389 MISCELLANEOUS REVENUES	S	$151,000				
REQUEST # 2202			$38,200			
JUSTIFICATION	Record revenue from the Tree Mitigation Fee collected on the Russell Property Subdivision (TP2015-0013, CR #O844384) and appropriate as Reserve - Tree Preservation for future tree preservation projects.					
ACCOUNT TOTAL				**$189,200**		**0**
001 03 0000 390 CONTRIBUTIONS AND DONATIONS	S	$5,000				
REQUEST # 2263			$5,000			
JUSTIFICATION	Record Fidelity Charitable grant revenue and establish the associated appropriation in Materials and Services - Landscape Maintenance to replace the damaged flagpole in the roundabout on Barrows Road in memory of Andrew Keller.					
ACCOUNT TOTAL				**$10,000**		**0**
001 03 0000 396 FEDERAL FORFEITURE REVENUES	S	$25,893				
REQUEST # 2264			$46,965			
JUSTIFICATION	Record additional Federal Equitable Sharing revenues and the associated appropriations in Materials and Services - Federal Forfeiture expense to purchase a heat alarm system for the K9 vehicles ($11,102), Spy II portable alarm system ($9,000) and connector for new radio system ($1,300), and interview room recording system ($25,563).					
REQUEST # 2267			$38,717			
JUSTIFICATION	Record additional Federal Equitable Sharing revenues and the associated appropriation in Materials and Services - Federal Forfeiture expense to purchase 31 Taser units for Police Patrol, Traffic, K9, TriMet and School Resource Officers.					
ACCOUNT TOTAL				**$111,575**		**0**

BUDGET AMENDMENT JOURNAL - Sorted in Fund, Department, and Account Number Order

Preliminary (Subject to Budget Committee Approval)

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 10 0522 321 TRAVEL,TRAINING & SUBSISTENCE	S	$14,450				
REQUEST # 2292			$5,200		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for two Mayor's Office staff and two Diversity Advisory Board members to travel to and present at the National Civic League's All American City Award conference in Denver, Colorado.					
ACCOUNT TOTAL				**$19,650**		**0.00**
001 10 0522 511 PROFESSIONAL SERVICES	S	$200,000				
REQUEST # 2206			$12,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Professional Services for the Railroad Operator's expenses during quiet zone diagnostics team study which includes travel expenses, professional services, and preliminary engineering report.					
ACCOUNT TOTAL				**$212,500**		**0.00**
001 10 0531 316 ADVERTISING,RECORDING & FILING	S	$1,500				
REQUEST # 2210			$1,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising, Recording & Filing due to increase in publishing costs and unexpected advertising required for the Brownfields public hearing.					
ACCOUNT TOTAL				**$3,000**		**0.00**
001 10 0531 329 PUBLIC MEETING BROADCAST EXP	S	$72,000				
REQUEST # 2217			$12,846		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Public Meeting Broadcast Expense for additional production costs ($6,000) due to additional Planning Commission meeting time, offsite council meetings and sound system equipment & programming upgrades ($6,846) to allow for system imbedded remote conferencing for council meetings.					
ACCOUNT TOTAL				**$84,846**		**0.00**

BUDGET AMENDMENT JOURNAL - Sorted in Fund, Department, and Account Number Order

Preliminary (Subject to Budget Committee Approval)

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 10 0531 341 COMMUNICATIONS EXPENSE	S	$0				
REQUEST # 2222			$325		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Communications Expense for the monthly service for the City recorder cell phone (5 months @ $65 per month) added during the fiscal year.					
ACCOUNT TOTAL				**$325**		**0.00**
001 10 0656 186 PROGRAM COORDINATOR	S	$64,507				
REQUEST # 2256			($15,318)		1.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.					
ACCOUNT TOTAL				**$49,189**		**1.00**
001 10 0656 275 TEMPORARY EMPLOYEES	S	$0				
REQUEST # 2256			$15,318		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.					
ACCOUNT TOTAL				**$15,318**		**0.00**
001 10 0657 186 PROGRAM COORDINATOR	S	$140,127				
REQUEST # 2257			($8,364)		2.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.					
ACCOUNT TOTAL				**$131,763**		**2.00**
001 10 0657 275 TEMPORARY EMPLOYEES	S	$0				
REQUEST # 2257			$8,364		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for Temporary Employee services to assist with program activities due to a vacancy in the Program Coordinator position.					
ACCOUNT TOTAL				**$8,364**		**0.00**

BUDGET AMENDMENT JOURNAL - Sorted in Fund, Department, and Account Number Order

Preliminary (Subject to Budget Committee Approval)

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 10 0659 321 TRAVEL,TRAINING & SUBSISTENCE	S	$2,700				
REQUEST # 2252			$5,400		0.00	0.00
JUSTIFICATION	Additional appropriation ($2,700) and a transfer within existing Materials and Services appropriations ($2,700) for Travel Expenses to permit two staff and two volunteer NAC leaders (Five Oaks Triple Creek and Highland) to attend Neighborhoods USA annual conference in Birmingham, AL to receive national awards on May 24, 2018.					
ACCOUNT TOTAL				**$8,100**		**0.00**
001 10 0659 461 SPECIAL EXPENSE	S	$47,700				
REQUEST # 2252			($2,700)		0.00	0.00
JUSTIFICATION	Additional appropriation ($2,700) and a transfer within existing Materials and Services appropriations ($2,700) for Travel Expenses to permit two staff and two volunteer NAC leaders (Five Oaks Triple Creek and Highland) to attend Neighborhoods USA annual conference in Birmingham, AL to receive national awards on May 24, 2018.					
ACCOUNT TOTAL				**$45,000**		**0.00**
001 13 0003 352 BVTN ACTIVITIES CENTER EXPENSE	S	$44,720				
REQUEST # 2255			$10,600		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Beaverton Activities Center Expense for utilities and janitorial services as the building remained open from January to April to provide space for Cash Oregon's operations with the tax assistance program.					
ACCOUNT TOTAL				**$55,320**		**0.00**
001 13 0003 354 HARVEST COURT EXPENSE	S	$21,500				
REQUEST # 2288			$5,902		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Harvest Court Expense due to moving Herman Miller panels and an overage on utilities.					
ACCOUNT TOTAL				**$27,402**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 13 0003 356 KIOSK MAINTENANCE EXPENSE	S	$300				
REQUEST # 2289			$371		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Kiosk Maintenance Expense to replace the refrigerator in the city park kiosk that stopped working.					
ACCOUNT TOTAL				**$671**		**0.00**
001 13 0003 386 COMMUNITY CENTER EXPENSE	S	$98,500				
REQUEST # 2223			$1,378		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Community Center Expense for unexpected HVAC and roof repairs.					
ACCOUNT TOTAL				**$99,878**		**0.00**
001 13 0003 991 CONTINGENCY - UNRESERVED	S	$4,922,124				
REQUEST # 2223			($1,378)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Community Center Expense for unexpected HVAC and roof repairs.					
REQUEST # 2226			($4,280)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Maintenance Contracts to renew security system support agreement at the Griffith Building for a 3-year term to achieve a better price.					
REQUEST # 2217			($12,846)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Public Meeting Broadcast Expense for additional production costs ($6,000) due to additional Planning Commission meeting time, offsite council meetings and sound system equipment & programming upgrades ($6,846) to allow for system imbedded remote conferencing for council meetings.					
REQUEST # 2230			($2,187)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Professional Services to increase security guard hours by 30 minutes each day at The Beaverton Building to conduct final building walkthrough after the front doors are locked.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2243			($550)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for upgrade from two 22" monitors to two 27" monitors for one of the support specialists.					
REQUEST # 2255			($10,600)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Beaverton Activities Center Expense for utilities and janitorial services as the building remained open from January to April to provide space for Cash Oregon's operations with the tax assistance program.					
REQUEST # 2253			($83,050)		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Buildings and Building Improvements for additional costs to relocate the Finance Department from the 4th floor to the 2nd floor due to additional cabling, unanticipated construction issues, and project change orders over the original estimates.					
REQUEST # 2252			($2,700)		0.00	0.00
JUSTIFICATION	Additional appropriation ($2,700) and a transfer within existing Materials and Services appropriations ($2,700) for Travel Expenses to permit two staff and two volunteer NAC leaders (Five Oaks Triple Creek and Highland) to attend Neighborhoods USA annual conference in Birmingham, AL to receive national awards on May 24, 2018.					
REQUEST # 2244			($6,930)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
REQUEST # 2246			($4,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Software for Customer Relationship Management (CRM) software for Economic Development and the Restaurant Team.					
REQUEST # 2222			($325)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Communications Expense for the monthly service for the City recorder cell phone (5 months @ $65 per month) added during the fiscal year.					
REQUEST # 2215			($15,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Acquisition Due Diligence Expense for the Public Safety Center.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2206			($12,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Professional Services for the Railroad Operator's expenses during quiet zone diagnostics team study which includes travel expenses, professional services, and preliminary engineering report.					
REQUEST # 2210			($1,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising, Recording & Filing due to increase in publishing costs and unexpected advertising required for the Brownfields public hearing.					
REQUEST # 2191			($7,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence to cover unanticipated travel expenses for staff to attend the conferences for the Export Import Bank, National Main Street and Pacific Northwest Economics.					
REQUEST # 2195			($350)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Office Furniture & Equipment to purchase ergonomic office chair for new support specialist.					
REQUEST # 2196			($1,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for CDD Director to attend Urban Land Institute 2018 Spring conference in Detroit.					
REQUEST # 2197			($2,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Meals & Related Expense for anticipated business meeting meals and parking.					
REQUEST # 2199			($1,200)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Mileage Reimbursement for additional mileage expenses.					
REQUEST # 2200			($3,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for Associate Planner to attend the American Planning Association conference in New Orleans; Parking Manager to attend the Parking Industry Exhibition in Chicago; and the Associate Planner and Senior Planner to attend the Oregon Institute for Transportation Engineers Quad conference in Portland.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2289			($371)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Kiosk Maintenance Expense to replace the refrigerator in the city park kiosk that stopped working.					
REQUEST # 2292			($5,200)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for two Mayor's Office staff and two Diversity Advisory Board members to travel to and present at the National Civic League's All American City Award conference in Denver, Colorado.					
REQUEST # 2288			($5,902)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Harvest Court Expense due to moving Herman Miller panels and an overage on utilities.					
REQUEST # 2254			($76,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Park Building to renovate the 3rd floor to repurpose the space for public uses as approved by City Council. The cost includes architectural services, construction, electrical, carpet repairs, HVAC upgrades, and painting.					
REQUEST # 2280			($500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising, Recording & Filing to cover bids advertisements for upcoming solicitations that need to be issued prior to June 30, 2018.					
REQUEST # 2287			($20,100)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Drive Building on the 3rd Floor for furniture for new meeting rooms ($16,000) and to cover the overage on costs to remodel new meeting rooms ($4,100).					
REQUEST # 2229			($3,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training and Subsistence for 3 Finance staff to attend the Oregon Government Finance Officers Association annual conference in Eugene Oregon.					
REQUEST # 2290			($5,600)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Expense for tables and chairs for the new public meeting room spaces created on the 3rd floor of the Griffith Park Building.					
ACCOUNT TOTAL				**$4,631,055**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 13 0007 511 PROFESSIONAL SERVICES	S	$363,400				
REQUEST # 2230			$2,187		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Professional Services to increase security guard hours by 30 minutes each day at The Beaverton Building to conduct final building walkthrough after the front doors are locked.					
ACCOUNT TOTAL				**$365,587**		**0.00**
001 13 0007 605 BUILDINGS AND BUILDING IMPROVE	S	$433,337				
REQUEST # 2253			$83,050		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Buildings and Building Improvements for additional costs to relocate the Finance Department from the 4th floor to the 2nd floor due to additional cabling, unanticipated construction issues, and project change orders over the original estimates.					
ACCOUNT TOTAL				**$516,387**		**0.00**
001 13 0008 381 BUILDING EXPENSE	S	$28,000				
REQUEST # 2290			$5,600		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Expense for tables and chairs for the new public meeting room spaces created on the 3rd floor of the Griffith Park Building.					
ACCOUNT TOTAL				**$33,600**		**0.00**
001 13 0008 384 BUILDING MAINTENANCE PROJECTS	S	$30,000				
REQUEST # 2287			$20,100		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Drive Building on the 3rd Floor for furniture for new meeting rooms ($16,000) and to cover the overage on costs to remodel new meeting rooms ($4,100).					
REQUEST # 2254			$76,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Building Maintenance Projects at the Griffith Park Building to renovate the 3rd floor to repurpose the space for public uses as approved by City Council. The cost includes architectural services, construction, electrical, carpet repairs, HVAC upgrades, and painting.					
ACCOUNT TOTAL				**$126,100**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 13 0008 536 MAINTENANCE CONTRACTS	S	$8,200				
REQUEST # 2226			$4,280		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Maintenance Contracts to renew security system support agreement at the Griffith Building for a 3-year term to achieve a better price.					
ACCOUNT TOTAL				**$12,480**		**0.00**
001 15 0534 322 EMPLOYEE RECRUITMENT EXPENSE		$5,000				
REQUEST # 2284			$25,000		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for the services of an executive recruiting firm to assist in the hiring of Library Director.					
ACCOUNT TOTAL				**$30,000**		**0.00**
001 15 0534 511 PROFESSIONAL SERVICES		$100,000				
REQUEST # 2284			($25,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for the services of an executive recruiting firm to assist in the hiring of Library Director.					
ACCOUNT TOTAL				**$75,000**		**0.00**
001 20 0542 316 ADVERTISING,RECORDING & FILING		$1,500				
REQUEST # 2280			$500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising, Recording & Filing to cover bids advertisements for upcoming solicitations that need to be issued prior to June 30, 2018.					
ACCOUNT TOTAL				**$2,000**		**0.00**
001 20 0548 321 TRAVEL,TRAINING & SUBSISTENCE	S	$7,000				
REQUEST # 2229			$3,500		0.00	0.00

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training and Subsistence for 3 Finance staff to attend the Oregon Government Finance Officers Association annual conference in Eugene Oregon.					
ACCOUNT TOTAL				**$10,500**		**0.00**
001 60 0623 467 FEDERAL FORFEITURE EXPENSE	S	$25,893				
REQUEST # 2267			$38,717		0.00	0.00
JUSTIFICATION	Record additional Federal Equitable Sharing revenues and the associated appropriation in Materials and Services - Federal Forfeiture expense to purchase 31 Taser units for Police Patrol, Traffic, K9, TriMet and School Resource Officers.					
REQUEST # 2264			$46,965		0.00	0.00
JUSTIFICATION	Record additional Federal Equitable Sharing revenues and the associated appropriations in Materials and Services - Federal Forfeiture expense to purchase a heat alarm system for the K9 vehicles ($11,102), Spy II portable alarm system ($9,000) and connector for new radio system ($1,300), and interview room recording system ($25,563).					
ACCOUNT TOTAL				**$111,575**		**0.00**
001 70 0654 307 MEMBERSHIP FEES	S	$50,050				
REQUEST # 2240			($4,500)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for consultant to assist with implementing the Customer Relationship Management (CRM) software.					
ACCOUNT TOTAL				**$45,550**		**0.00**
001 70 0654 318 COMPUTER SOFTWARE	S	$28,000				
REQUEST # 2246			$4,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Software for Customer Relationship Management (CRM) software for Economic Development and the Restaurant Team.					
ACCOUNT TOTAL				**$32,500**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 70 0654 321 TRAVEL,TRAINING & SUBSISTENCE	S	$14,500				
REQUEST # 2241			$2,500		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to cover costs of travel to Japan and a business recruitment event in Tokyo that were not included in the adopted budget.					
REQUEST # 2191			$7,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence to cover unanticipated travel expenses for staff to attend the conferences for the Export Import Bank, National Main Street and Pacific Northwest Economics.					
ACCOUNT TOTAL				**$24,500**		**0.00**
001 70 0654 328 MEALS & RELATED EXPENSE	S	$1,600				
REQUEST # 2192			$100		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional anticipated business meals and parking expense.					
ACCOUNT TOTAL				**$1,700**		**0.00**
001 70 0654 330 MILEAGE REIMBURSEMENT	S	$800				
REQUEST # 2193			$200		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional anticipated mileage.					
ACCOUNT TOTAL				**$1,000**		**0.00**
001 70 0654 377 PUBLIC RELATIONS EXPENSE	S	$24,500				
REQUEST # 2193			($200)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional anticipated mileage.					
REQUEST # 2192			($100)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional anticipated business meals and parking expense.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2241			($2,500)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to cover costs of travel to Japan and a business recruitment event in Tokyo that were not included in the adopted budget.					
REQUEST # 2240			($5,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for consultant to assist with implementing the Customer Relationship Management (CRM) software.					
ACCOUNT TOTAL				**$16,700**		**0.00**
001 70 0654 511 PROFESSIONAL SERVICES	S	$141,500				
REQUEST # 2240			$9,500		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for consultant to assist with implementing the Customer Relationship Management (CRM) software.					
ACCOUNT TOTAL				**$151,000**		**0.00**
001 70 0661 303 OFFICE FURNITURE & EQUIPMENT	S	$850				
REQUEST # 2195			$350		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Office Furniture & Equipment to purchase ergonomic office chair for new support specialist.					
ACCOUNT TOTAL				**$1,200**		**0.00**
001 70 0661 317 COMPUTER EQUIPMENT	S	$0				
REQUEST # 2243			$550		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for upgrade from two 22" monitors to two 27" monitors for one of the support specialists.					
REQUEST # 2244			$1,780		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
ACCOUNT TOTAL				**$2,330**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 70 0661 321 TRAVEL,TRAINING & SUBSISTENCE	S	$9,150				
REQUEST # 2196			$1,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for CDD Director to attend Urban Land Institute 2018 Spring conference in Detroit.					
ACCOUNT TOTAL				**$10,150**		**0.00**
001 70 0661 328 MEALS & RELATED EXPENSE	S	$2,000				
REQUEST # 2197			$2,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Meals & Related Expense for anticipated business meeting meals and parking.					
ACCOUNT TOTAL				**$4,000**		**0.00**
001 70 0662 303 OFFICE FURNITURE & EQUIPMENT	S	$798				
REQUEST # 2213			$502		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to replace two office chairs.					
ACCOUNT TOTAL				**$1,300**		**0.00**
001 70 0662 321 TRAVEL,TRAINING & SUBSISTENCE	S	$7,000				
REQUEST # 2214			$1,000		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for Development Division Manager to attend the Spring Urban Land Institute conference in Detroit.					
ACCOUNT TOTAL				**$8,000**		**0.00**
001 70 0662 325 COMMUNITY EVENTS EXPENSE	S	$2,000				
REQUEST # 2214			($1,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for Development Division Manager to attend the Spring Urban Land Institute conference in Detroit.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2213			($502)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to replace two office chairs.					
ACCOUNT TOTAL				**$498**		**0.00**
001 70 0662 509 ACQUISITION DUE DILIGENCE EXP	S	$75,000				
REQUEST # 2215			$15,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Acquisition Due Diligence Expense for the Public Safety Center.					
ACCOUNT TOTAL				**$90,000**		**0.00**
001 70 0676 081 PLANNING MANAGER	S	$196,552				
REQUEST # 2198			($1,190)		2.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations to hire a Temporary Associate Planner due to position vacancy during the year.					
ACCOUNT TOTAL				**$195,362**		**2.00**
001 70 0676 275 TEMPORARY EMPLOYEES	S	$0				
REQUEST # 2198			$1,190		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations to hire a Temporary Associate Planner due to position vacancy during the year.					
ACCOUNT TOTAL				**$1,190**		**0.00**
001 70 0676 303 OFFICE FURNITURE & EQUIPMENT	S	$3,600				
REQUEST # 2242			$1,000		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for ergonomic chair and a height adjustable work surface for new planning staff.					
ACCOUNT TOTAL				**$4,600**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 70 0676 317 COMPUTER EQUIPMENT	S	$1,379				
REQUEST # 2244			$1,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
ACCOUNT TOTAL				**$2,879**		**0.00**
001 70 0676 511 PROFESSIONAL SERVICES	S	$440,000				
REQUEST # 2242			($1,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services appropriations for ergonomic chair and a height adjustable work surface for new planning staff.					
ACCOUNT TOTAL				**$439,000**		**0.00**
001 70 0738 321 TRAVEL,TRAINING & SUBSISTENCE	S	$8,000				
REQUEST # 2200			$3,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Travel, Training & Subsistence for Associate Planner to attend the American Planning Association conference in New Orleans; Parking Manager to attend the Parking Industry Exhibition in Chicago; and the Associate Planner and Senior Planner to attend the Oregon Institute for Transportation Engineers Quad conference in Portland.					
ACCOUNT TOTAL				**$11,500**		**0.00**
001 70 0738 330 MILEAGE REIMBURSEMENT	S	$1,200				
REQUEST # 2199			$1,200		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Mileage Reimbursement for additional mileage expenses.					
ACCOUNT TOTAL				**$2,400**		**0.00**
001 72 0703 317 COMPUTER EQUIPMENT		$0				
REQUEST # 2244			$3,650		0.00	0.00

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
ACCOUNT TOTAL				**$3,650**		**0.00**
001 85 0701 317 COMPUTER EQUIPMENT	S	$24,515				
REQUEST # 2201			($6,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to cover the PlanGrid software program to view site development documents on mobile devices.					
ACCOUNT TOTAL				**$18,515**		**0.00**
001 85 0701 318 COMPUTER SOFTWARE	S	$0				
REQUEST # 2201			$6,000		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to cover the PlanGrid software program to view site development documents on mobile devices.					
ACCOUNT TOTAL				**$6,000**		**0.00**
001 85 0701 321 TRAVEL,TRAINING & SUBSISTENCE	S	$20,200				
REQUEST # 2212			($250)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for meeting-related meals.					
ACCOUNT TOTAL				**$19,950**		**0.00**
001 85 0701 328 MEALS & RELATED EXPENSE	S	$0				
REQUEST # 2212			$250		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for meeting-related meals.					
ACCOUNT TOTAL				**$250**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
001 85 0772 420 LANDSCAPE MAINTENANCE	S	$70,000				
REQUEST # 2263			$5,000		0.00	0.00
JUSTIFICATION	Record Fidelity Charitable grant revenue and establish the associated appropriation in Materials and Services - Landscape Maintenance to replace the damaged flagpole in the roundabout on Barrows Road in memory of Andrew Keller.					
ACCOUNT TOTAL				**$75,000**		**0.00**
001 85 0772 990 RESERVE - TREE PRESERVATION	S	$127,678				
REQUEST # 2202			$38,200		0.00	0.00
JUSTIFICATION	Record revenue from the Tree Mitigation Fee collected on the Russell Property Subdivision (TP2015-0013, CR #O844384) and appropriate as Reserve - Tree Preservation for future tree preservation projects.					
ACCOUNT TOTAL				**$165,878**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
STREET FUND						
101 85 0732 371 EQUIPMENT OPER & MAINT EXPENSE	S	$0				
REQUEST # 2251			$31,500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Equipment Operations and Maintenance Expense due to unanticipated repairs to the Street Fund's backhoe Vehicle Number 6-511.					
ACCOUNT TOTAL				**$31,500**		**0.00**
101 85 0732 422 STREET RECONSTRUCTION EXPENSE	S	$1,458,827				
REQUEST # 2271			$370,023		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Street Reconstruction Expense for completion of additional 170 ADA ramps that was approved by Council on December 12,2017 in Agenda Bill 17244 funded in part from additional State Gas Tax revenues.					
ACCOUNT TOTAL				**$1,828,850**		**0.00**
101 85 0732 991 CONTINGENCY - UNRESERVED	S	$1,500,984				
REQUEST # 2271			($370,023)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Street Reconstruction Expense for completion of additional 170 ADA ramps that was approved by Council on December 12,2017 in Agenda Bill 17244 funded in part from additional State Gas Tax revenues.					
REQUEST # 2251			($31,500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Equipment Operations and Maintenance Expense due to unanticipated repairs to the Street Fund's backhoe Vehicle Number 6-511.					
ACCOUNT TOTAL				**$1,099,461**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
BUILDING OPERATING FUND						
105 70 0664 317 COMPUTER EQUIPMENT	S					
REQUEST # 2244			$10,950		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
ACCOUNT TOTAL				**$10,950**		**0.00**
105 70 0664 991 CONTINGENCY - UNRESERVED	S	$1,503,785				
REQUEST # 2244			($10,950)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment for laptops, larger monitors and other computer-related equipment in support of implementation of electronic document review.					
REQUEST # 2237			($1,318)		0.00	0.00
JUSTIFICATION	Additional appropriation in Personnel Services - Permit Technician for overtime due to the increased volume of development plan submittals.					
REQUEST # 2189			($440)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Membership Fees for Professional Engineer registration for structural plans examiner.					
ACCOUNT TOTAL				**$1,491,077**		**0.00**
105 70 0665 225 PERMIT TECHNICIAN	S	$195,117				
REQUEST # 2237			$1,318		3.00	0.00
JUSTIFICATION	Additional appropriation in Personnel Services - Permit Technician for overtime due to the increased volume of development plan submittals.					
ACCOUNT TOTAL				**$196,435**		**3.00**

FUN-DP-PROG-OBJ	TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
105 70 0665 275	TEMPORARY EMPLOYEES	S					
	REQUEST # 2236			$11,417		0.00	0.00
	JUSTIFICATION	Transfer within existing Personnel Services - Temporary Employees for assistance with commercial plans review due to the retirement of the incumbent in the position.					
	ACCOUNT TOTAL				**$11,417**		**0.00**
105 70 0665 307	MEMBERSHIP FEES	S	$240				
	REQUEST # 2189			$440		0.00	0.00
	JUSTIFICATION	Additional appropriation in Materials and Services - Membership Fees for Professional Engineer registration for structural plans examiner.					
	ACCOUNT TOTAL				**$680**		**0.00**
105 70 0667 275	TEMPORARY EMPLOYEES	S	$13,464				
	REQUEST # 2236			($11,417)		0.00	0.00
	JUSTIFICATION	Transfer within existing Personnel Services - Temporary Employees for assistance with commercial plans review due to the retirement of the incumbent in the position.					
	ACCOUNT TOTAL				**$2,047**		**0.00**
	FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
COMMUNITY DEV. BLOCK GRANT						
106 70 0611 330 MILEAGE REIMBURSEMENT	S	$100				
REQUEST # 2211			$200		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for parking expenses for staff attending off-site meetings.					
ACCOUNT TOTAL				**$300**		**0.00**
106 70 0611 377 PUBLIC RELATIONS EXPENSE		$300				
REQUEST # 2211			($200)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for parking expenses for staff attending off-site meetings.					
ACCOUNT TOTAL				**$100**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
LODGING TAX (TLT) FUND						
107 20 0528 301 OFFICE EXPENSE	S	$200				
REQUEST # 2282			$265		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for computer equipment (2 - laptops, 2 - Receipt printers, Barcode reader, Barcode printer, and accessories) for Beaverton Arts Mix 2018 and future years to manage the purchases of art at the event.					
ACCOUNT TOTAL				**$465**		**0.00**
107 20 0528 317 COMPUTER EQUIPMENT	S	$0				
REQUEST # 2282			$2,000		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for computer equipment (2 - laptops, 2 - Receipt printers, Barcode reader, Barcode printer, and accessories) for Beaverton Arts Mix 2018 and future years to manage the purchases of art at the event.					
ACCOUNT TOTAL				**$2,000**		**0.00**
107 20 0528 318 COMPUTER SOFTWARE	S					
REQUEST # 2286			$540		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to purchase a basic version of Office for two new tablets for staff in the Arts Program (2 @ $270 each).					
ACCOUNT TOTAL				**$540**		**0.00**
107 20 0528 488 ART DEVELOPMENT EXPENSE	S	$106,000				
REQUEST # 2286			($540)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations to purchase a basic version of Office for two new tablets for staff in the Arts Program (2 @ $270 each).					
REQUEST # 2282			($2,265)		0.00	0.00

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
JUSTIFICATION	Transfer within existing Materials and Services appropriations for computer equipment (2 - laptops, 2 - Receipt printers, Barcode reader, Barcode printer, and accessories) for Beaverton Arts Mix 2018 and future years to manage the purchases of art at the event.					
ACCOUNT TOTAL				**$103,195**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
STREET LIGHTING FUND						
111 85 0811 804 TRSFR - OPERATIONS ADMIN	S	$32,994				
REQUEST # 2278			$582		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$33,576**		**0.00**
111 85 0811 991 CONTINGENCY - UNRESERVED	S	$96,589				
REQUEST # 2278			($582)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$96,007**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
LIBRARY FUND						
115 03 0000 761 LIBRARY TRUST DONATIONS	S	$31,000				
REQUEST # 2258			$39,680			
JUSTIFICATION	Record additional revenue from the Library Foundation ($39,680) and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.					
ACCOUNT TOTAL				**$70,680**		**0**
115 35 0551 536 MAINTENANCE CONTRACTS	S	$15,700				
REQUEST # 2224			$1,378		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services- Maintenance Contracts for unexpected elevator repairs for $511 plus renewal of 3-year security system support agreement of $867 for the main library.					
ACCOUNT TOTAL				**$17,078**		**0.00**
115 35 0551 991 CONTINGENCY - UNRESERVED	S	$734,793				
REQUEST # 2224			($1,378)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services- Maintenance Contracts for unexpected elevator repairs for $511 plus renewal of 3-year security system support agreement of $867 for the main library.					
ACCOUNT TOTAL				**$733,415**		**0.00**
115 35 0559 303 OFFICE FURNITURE & EQUIPMENT	S	$1,000				
REQUEST # 2258			$27,848		0.00	0.00
JUSTIFICATION	Record additional revenue from the Library Foundation ($39,680) and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.					
ACCOUNT TOTAL				**$28,848**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
115 35 0559 304 DEPARTMENT EQUIPMENT EXPENSE	S	$1,000				
REQUEST # 2258			$12,646		0.00	0.00
JUSTIFICATION	Record additional revenue from the Library Foundation ($39,680) and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.					
ACCOUNT TOTAL				**$13,646**		**0.00**
115 35 0559 978 RESERVE - LIBRARY TRUST FUNDS	S	$47,614				
REQUEST # 2258			($814)		0.00	0.00
JUSTIFICATION	Record additional revenue from the Library Foundation ($39,680) and appropriate the donation for Office Furniture and Equipment ($27,848) and Department Equipment Expense ($12,646) along with using $814 from the Library Trust Contingency Reserve.					
ACCOUNT TOTAL				**$46,800**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
ASSESSMENT FUND #1						
401 03 4230 385 INTEREST COLLECTED ON ASSMTS	S	$3,000				
REQUEST # 2279			$400			
JUSTIFICATION	Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for its loan to finance the LID's improvements					
ACCOUNT TOTAL				**$3,400**		**0**
401 20 4230 829 TRSFRS TO STORM DRAIN FUND	S	$17,019				
REQUEST # 2279			$400		0.00	0.00
JUSTIFICATION	Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for its loan to finance the LID's improvements					
ACCOUNT TOTAL				**$17,419**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
WATER FUND						
501 72 0740 317 COMPUTER EQUIPMENT	S	$3,502				
REQUEST # 2232			$6,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment to cover computer costs that exceed the amount budgeted for a new Project Engineer and Associate Engineer (2 high end computers for CAD work, 4 monitors, video cards, and 2 phones).					
ACCOUNT TOTAL				**$9,502**		**0.00**
501 75 3701 683 CONST DESIGN & ENGR INSPECTION	S	$161,500				
REQUEST # 2221			$330,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Construction Design & Engineering Inspection for the new waterline replacement project CIP 4152 on SW Chestnut Place.					
ACCOUNT TOTAL				**$491,500**		**0.00**
501 85 0741 316 ADVERTISING,RECORDING & FILING	S	$0				
REQUEST # 2249			$3,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising for Public Hearing advertising associated with the withdrawal of service territory from TVWD and incorporating the territory into the City of Beaverton's Water Service Area.					
ACCOUNT TOTAL				**$3,000**		**0.00**
501 85 0741 991 CONTINGENCY - UNRESERVED	S	$8,926,176				
REQUEST # 2249			($3,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Advertising for Public Hearing advertising associated with the withdrawal of service territory from TVWD and incorporating the territory into the City of Beaverton's Water Service Area.					
REQUEST # 2268			($36,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Water Fund's share of the cost to replace the heavy duty hoist that was damaged					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2278			($4,114)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
REQUEST # 2221			($330,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Construction Design & Engineering Inspection for the new waterline replacement project CIP 4152 on SW Chestnut Place.					
REQUEST # 2216			($20,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Meter Maintenance for additional water meters and associated parts due to the water system expansion.					
REQUEST # 2232			($6,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Computer Equipment to cover computer costs that exceed the amount budgeted for a new Project Engineer and Associate Engineer (2 high end computers for CAD work, 4 monitors, video cards, and 2 phones).					
REQUEST # 2204			($46,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Equipment for the Water System's Telemetry upgrades.					
ACCOUNT TOTAL				**$8,481,062**		**0.00**
501 85 0742 446 METER MAINTENANCE	S	$204,966				
REQUEST # 2216			$20,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Meter Maintenance for additional water meters and associated parts due to the water system expansion.					
ACCOUNT TOTAL				**$224,966**		**0.00**
501 85 0743 671 EQUIPMENT	S	$0				
REQUEST # 2204			$46,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Equipment for the Water System's Telemetry upgrades.					
ACCOUNT TOTAL				**$46,000**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
501 85 0743 804 TRSFR - OPERATIONS ADMIN		$233,111				
REQUEST # 2268			$36,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Water Fund's share of the cost to replace the heavy duty hoist that was damaged					
REQUEST # 2278			$4,114		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$273,225**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
SEWER FUND						
502 85 0753 049 PROG COORDINATOR -PUBLIC WORKS	S	$45,737				
REQUEST # 2208			($20,000)		1.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services to Temporary Employee expense for assistance due to a vacancy in the Program Coordinator position during the year.					
ACCOUNT TOTAL				**$25,737**		**1.00**
502 85 0753 275 TEMPORARY EMPLOYEES	S	$27,000				
REQUEST # 2208			$20,000		0.00	0.00
JUSTIFICATION	Transfer within existing Personnel Services to Temporary Employee expense for assistance due to a vacancy in the Program Coordinator position during the year.					
ACCOUNT TOTAL				**$47,000**		**0.00**
502 85 0753 804 TRSFR - OPERATIONS ADMIN	S	$117,488				
REQUEST # 2268			$36,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Sewer Fund's share of the cost to replace the heavy duty hoist that was damaged					
REQUEST # 2278			$2,073		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$155,561**		**0.00**
502 85 0753 840 TRSFR TO INSURANCE FUND, WC	S					
REQUEST # 2250			$77,400		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to the Insurance Agency Fund to settle a workers compensation claim directly attributable to the Sewer Fund.					
ACCOUNT TOTAL				**$77,400**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
502 85 0753 991 CONTINGENCY - UNRESERVED	S	$3,434,025				
REQUEST # 2250			($77,400)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to the Insurance Agency Fund to settle a workers compensation claim directly attributable to the Sewer Fund.					
REQUEST # 2268			($36,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Sewer Fund's share of the cost to replace the heavy duty hoist that was damaged					
REQUEST # 2278			($2,073)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$3,318,552**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
STORM DRAIN FUND						
513 03 0000 417 TRSFRS FROM ASSESSMENT FUND #1	S	$17,019				
REQUEST # 2279			$400			
JUSTIFICATION	Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for its loan to finance the LID's improvements					
ACCOUNT TOTAL				**$17,419**		**0**
513 85 0734 425 DUMPING EXPENSES	S	$70,000				
REQUEST # 2273			$45,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Dumping Expenses due to having to dispose of street sweeper debris that was permitted at no-charge in previous years.					
ACCOUNT TOTAL				**$115,000**		**0.00**
513 85 0734 804 TRSFR - OPERATIONS ADMIN		$247,169				
REQUEST # 2268			$48,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Storm Fund's share of the cost to replace the heavy duty hoist that was damaged					
REQUEST # 2278			$4,362		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$299,531**		**0.00**
513 85 0734 991 CONTINGENCY - UNRESERVED	S	$2,614,760				
REQUEST # 2278			($4,362)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
REQUEST # 2273			($45,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Dumping Expenses due to having to dispose of street sweeper debris that was permitted at no-charge in previous years.					

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
REQUEST # 2279			$400		0.00	0.00
JUSTIFICATION	Record additional revenues from Local Improvement District (LID) payments and appropriate the additional revenues to repay the Storm Drain Fund for its loan to finance the LID's improvements					
REQUEST # 2268			($48,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Storm Fund's share of the cost to replace the heavy duty hoist that was damaged					
ACCOUNT TOTAL				**$2,517,798**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
GARAGE FUND						
602 85 0762 804 TRSFR - OPERATIONS ADMIN	S	$86,072				
REQUEST # 2278			$1,519		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$87,591**		**0.00**
602 85 0762 991 CONTINGENCY - UNRESERVED	S	$54,172				
REQUEST # 2278			($1,519)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers to Operations Admin Fund to maintain the appropriate level of beginning working capital and operating contingency in FY 2018-19.					
ACCOUNT TOTAL				**$52,653**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
PUBLIC WORKS ADMIN FUND						
605 03 0000 419 TRSFRS FROM WATER FUND	S	$233,111				
REQUEST # 2278			$4,114			
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
REQUEST # 2268			$36,000			
JUSTIFICATION	Record additional Transfer In revenue from the Water Fund for its share of increased cost to replace the heavy duty hoist that was damaged. The increased costs is due to clean up of hydralic oil in the soils.					
ACCOUNT TOTAL				**$273,225**		**0**
605 03 0000 421 TRSFRS FROM SEWER FUND	S	$117,488				
REQUEST # 2268			$36,000			
JUSTIFICATION	Record additional Transfer In revenue from the Sewer Fund for its share of increased cost to replace the heavy duty hoist that was damaged. The increased costs is due to clean up of hydralic oil in the soils.					
REQUEST # 2278			$2,073			
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
ACCOUNT TOTAL				**$155,561**		**0**
605 03 0000 425 TRSFRS FROM GARAGE FUND	S	$86,072				
REQUEST # 2278			$1,519			
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
ACCOUNT TOTAL				**$87,591**		**0**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
605 03 0000 440 TRSFRS FR STREET LIGHTING FUND	S	$32,994				
REQUEST # 2278			$582			
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
ACCOUNT TOTAL				**$33,576**		**0**
605 03 0000 441 TRSFRS FR STORM DRAIN FUND	S	$247,169				
REQUEST # 2278			$4,362			
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
REQUEST # 2268			$48,000			
JUSTIFICATION	Record additional Transfer In revenue from the Storm Fund for its share of increased cost to replace the heavy duty hoist that was damaged. The increased costs is due to clean up of hydralic oil in the soils.					
ACCOUNT TOTAL				**$299,531**		**0**
605 85 0681 301 OFFICE EXPENSE	S	$4,000				
REQUEST # 2185			$500		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional costs associated with ergonomic accommodations.					
ACCOUNT TOTAL				**$4,500**		**0.00**
605 85 0681 305 SPECIAL DEPARTMENT SUPPLIES		$2,000				
REQUEST # 2185			$500		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional costs associated with ergonomic accommodations.					
ACCOUNT TOTAL				**$2,500**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
605 85 0681 321 TRAVEL,TRAINING & SUBSISTENCE	S	$6,000				
REQUEST # 2185			($1,000)		0.00	0.00
JUSTIFICATION	Transfer within existing Materials and Services appropriations for additional costs associated with ergonomic accommodations.					
ACCOUNT TOTAL				**$5,000**		**0.00**
605 85 0681 341 COMMUNICATIONS EXPENSE	S	$68,264				
REQUEST # 2184			$4,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Communications Expense to purchase Net Motion for Cityworks application to be usable on smart phones.					
ACCOUNT TOTAL				**$72,264**		**0.00**
605 85 0681 361 UNIFORMS & SPECIAL CLOTHING	S	$15,000				
REQUEST # 2187			$2,600		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Uniforms & Special Clothing to purchase required clothing for new hires.					
ACCOUNT TOTAL				**$17,600**		**0.00**
605 85 0681 461 SPECIAL EXPENSE	S	$150				
REQUEST # 2188			$685		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Special Expense for air tank permit and pressure vessel permit.					
ACCOUNT TOTAL				**$835**		**0.00**
605 85 0681 536 MAINTENANCE CONTRACTS	S	$3,500				
REQUEST # 2225			$500		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Maintenance Contracts to renew the security system support agreement for 3-years to achieve a better price.					
ACCOUNT TOTAL				**$4,000**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
605 85 0681 681 IMPROVEMENTS		$204,150				
REQUEST # 2268			$91,445		0.00	0.00
JUSTIFICATION	Additional appropriation in Capital Outlay - Improvements for the increased costs of replacing the heavy duty hoist due to soil cleanup costs associated with hydralic oil contamination.					
ACCOUNT TOTAL				**$295,595**		**0.00**
605 85 0681 991 CONTINGENCY - UNRESERVED	S	$34,957				
REQUEST # 2188			($685)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Special Expense for air tank permit and pressure vessel permit.					
REQUEST # 2187			($2,600)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Uniforms & Special Clothing to purchase required clothing for new hires.					
REQUEST # 2225			($500)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Maintenance Contracts to renew the security system support agreement for 3-years to achieve a better price.					
REQUEST # 2268			$28,555		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfers Out to the Public Works Administration Fund for the Water Fund's share of the cost to replace the heavy duty hoist that was damaged					
REQUEST # 2184			($4,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Communications Expense to purchase Net Motion for Cityworks application to be usable on smart phones.					
REQUEST # 2278			$12,650		0.00	0.00
JUSTIFICATION	Record addtional revenues in Transfers In from the operating funds that are supported by the activities of the Public Works Adminstration Fund in order to maintain an appropriate level of operating contingency.					
ACCOUNT TOTAL				**$68,377**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
INSURANCE AGENCY FUND						
706 03 0014 421 TRSFRS FROM SEWER FUND	S					
REQUEST # 2250			$77,400			
JUSTIFICATION	Record revenue from the Sewer Fund to settle a workers compensation claim directly attributable to the Sewer Fund.					
ACCOUNT TOTAL				**$77,400**		**0**
706 40 0010 521 THIRD PARTY LIABILITY CLAIMS	S	$125,000				
REQUEST # 2272			$72,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.					
ACCOUNT TOTAL				**$197,000**		**0.00**
706 40 0010 991 CONTINGENCY - UNRESERVED	S	$51,229				
REQUEST # 2272			($50,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.					
ACCOUNT TOTAL				**$1,229**		**0.00**
706 40 0010 998 RESERVE		$1,500,000				
REQUEST # 2272			($22,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Third Party Liability Claims due to the increased volume of liability claims filed, processed and approved over the amounts that was anticipated and included in the adopted budget.					
ACCOUNT TOTAL				**$1,478,000**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
706 40 0014 528 WORKERS COMP CLAIMS	S	$200,000				
REQUEST # 2250			$77,400		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Workers Compensation Claims to settle a workers compensation claim directly attributable to the Sewer Fund.					
REQUEST # 2261			$50,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services- Workers Comp Claims to cover worker's comp claims for the reminder of FY 17-18.					
ACCOUNT TOTAL				**$327,400**		**0.00**
706 40 0014 991 CONTINGENCY - UNRESERVED		$217,889				
REQUEST # 2261			($50,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services- Workers Comp Claims to cover worker's comp claims for the reminder of FY 17-18.					
ACCOUNT TOTAL				**$167,889**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
BURA GENERAL FUND						
901 95 0691 518 PROPERTY MANAGEMENT EXPENSE	S	$110,000				
REQUEST # 2235			$25,000		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Property Management Expense for BURA-owned properties, including fencing for the Ludeman's site.					
ACCOUNT TOTAL				**$135,000**		**0.00**
901 95 0691 839 TRANSFER TO BURA DEBT SVC FUND	S	$311,000				
REQUEST # 2274			$993,927		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfer to BURA Debt Service Fund for to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.					
ACCOUNT TOTAL				**$1,304,927**		**0.00**
901 95 0691 991 CONTINGENCY - UNRESERVED	S	$3,845,190				
REQUEST # 2274			($993,927)		0.00	0.00
JUSTIFICATION	Additional appropriation in Transfer to BURA Debt Service Fund for to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.					
REQUEST # 2235			($25,000)		0.00	0.00
JUSTIFICATION	Additional appropriation in Materials and Services - Property Management Expense for BURA-owned properties, including fencing for the Ludeman's site.					
ACCOUNT TOTAL				**$2,826,263**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
BURA CAPITAL PROJECT FUND						
902 03 0000 453 LOAN FRM CITY OF BEAVERTON	S					
REQUEST # 2277			$1,164,427			
JUSTIFICATION	Record proceeds from a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.					
ACCOUNT TOTAL				**$1,164,427**		**0**
902 03 0000 460 LINE OF CREDIT PROCEEDS BURA	S	$6,255,000				
REQUEST # 2276			($6,255,000)			
JUSTIFICATION	Remove $6,255,000 in proceeds from line of credit and the associated construction projects that were to be funded by the line of credit drawdown; $4.655,000 for the Parking Garage and $1,600,000 for land acquisitions. Funding for these projects will be provided by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.					
ACCOUNT TOTAL				**$0**		**0**
902 95 6501 682 CONSTRUCTION	S	$4,225,000				
REQUEST # 2276			($4,225,000)		0.00	0.00
JUSTIFICATION	Remove appropriation in Capital Outlay - Construction funded by a drawdown on the Line of Credit. Funding for the parking garage construction will be funded by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.					
REQUEST # 2277			$552,230		0.00	0.00
JUSTIFICATION	Appropriation in Capital Outlay - Construction funded by a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.					
ACCOUNT TOTAL				**$552,230**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
902 95 6501 683 CONST DESIGN & ENGR INSPECTION	S	$330,000				
REQUEST # 2277			$59,967		0.00	0.00
JUSTIFICATION	Appropriation in Capital Outlay - Construction Design funded by a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.					
REQUEST # 2276			($330,000)		0.00	0.00
JUSTIFICATION	Remove appropriation in Capital Outlay - Construction Design funded by a drawdown on the Line of Credit. Funding for the parking garage design will be funded by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.					
ACCOUNT TOTAL				**$59,967**		**0.00**
902 95 6501 686 CRESCENT ST IMPROVEMENT EXP	S	$100,000				
REQUEST # 2276			($100,000)		0.00	0.00
JUSTIFICATION	Remove appropriation in Capital Outlay - Crescent Street Improvments funded by a drawdown on the Line of Credit. Funding for the parking garage design will be funded by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.					
ACCOUNT TOTAL				**$0**		**0.00**
902 95 6503 651 PROPERTY ACQUISTION(LAND/BLDG)	S	$1,600,000				
REQUEST # 2276			($1,600,000)		0.00	0.00
JUSTIFICATION	Remove appropriation in Capital Outlay - Property Acquistion funded by a drawdown on the Line of Credit. Funding for the parking garage design will be funded by a one day daylight loan from the City's General Fund to conserve the line of credit to construct the parking garage.					
REQUEST # 2277			$552,230		0.00	0.00
JUSTIFICATION	Appropriation in Capital Outlay - Property Acqusition funded by a one day daylight loan from the City's General Fund to fund projects costs for the Parking Garage $612,197 and Property Acquisition $552,230 instead of using the line of credit proceeds which will be used to fund the Parking Garage's future construction.					
ACCOUNT TOTAL				**$552,230**		**0.00**

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
	FUND INC/-DEC BALANCE	$0			0.00	

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
BURA DEBT SERVICE FUND						
904 03 0000 444 TRSFR FROM BURA GENERAL FUND	S	$311,000				
REQUEST # 2274			$993,927			
JUSTIFICATION	Additional Transfer In from the BURA General Fund to repay the daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase.					
ACCOUNT TOTAL				**$1,304,927**		**0**
904 95 0693 710 BURA LOC INTEREST	S	$311,000				
REQUEST # 2275			($170,500)		0.00	0.00
JUSTIFICATION	Transfer within existing debt service appropriations to record additional funding to pay the one day daylight loan from the City's General Fund from the appropriation to pay the interest on the line of credit. The line of credit will not be used to fund construction project costs for this year to conserve the line of credit for the parking garage's actual future construction.					
ACCOUNT TOTAL				**$140,500**		**0.00**
904 95 0693 748 REPMT SHORT TERM LOAN FROM COB	S					
REQUEST # 2275			$170,500		0.00	0.00
JUSTIFICATION	Transfer within existing debt service appropriations to record additional funding to pay the one day daylight loan from the City's General Fund from the appropriation to pay the interest on the line of credit. The line of credit will not be used to fund construction project costs for this year to conserve the line of credit for the parking garage's actual future construction.					
REQUEST # 2274			$993,927		0.00	0.00

FUN-DP-PROG-OBJ TITLE	C	REVISED	INC/-DEC	AMENDED	FTE	FTE ADJ
JUSTIFICATION	Additional appropriation in Debt Service - Repayment of Short Term Loan to repay the one-day daylight loan from the City's General Fund for the Parking Garage Project and the Ludeman's Property Purchase. The adopted budget anticipated a drawdown on the letter of credit; however, it is best to conserve the letter of credit for the parking garage's future cost of construction.					
ACCOUNT TOTAL				**$1,164,427**		**0.00**
FUND INC/-DEC BALANCE		$0			0.00	
TOTAL INC/-DEC		**$0**			**0.00**	