

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 03 REVENUE

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301	BEGINNING WORKING CAPITAL											
	-9,057,194		-11,626,817		-12,236,827		-12,236,827	-12,236,827	-11,860,554		-11,860,554	

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-9,057,194		-11,626,817		-12,236,827		-12,236,827	-12,236,827	-11,860,554		-11,860,554	
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329	OTHER INTERGOVERNMENTAL REV											
	-204,228		-294				-101,872	-56,516				

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

	-204,228		-294				-101,872	-56,516				
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CLASS: 20 PERMITS & FEES

355	WATER METER INSTALLATION FEES											
	-23,298		-10,134		-16,120		-51,989	-45,000	-45,000		-45,000	

TOTAL CLASS: 20 PERMITS & FEES

	-23,298		-10,134		-16,120		-51,989	-45,000	-45,000		-45,000	
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CLASS: 25 SERVICE FEES

361	WATER SALES											
	-9,684,781		-9,126,336		-9,616,200		-9,278,120	-9,616,200	-10,200,000		-10,200,000	

362	UNMETERED WATER SALES											
	-13,263		-3,576		-14,000		-30,391	-25,000	-14,000		-14,000	

364	CUSTOMER SERV CHARGES											
	-27,895		-25,420		-32,000		-25,080	-26,000	-25,000		-25,000	

366	DEMAND CHARGE											
	-3,286,596		-3,305,627		-3,500,250		-3,405,108	-3,500,250	-3,900,000		-3,900,000	

369 UTILITY SALES ALLOWANCES

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FUND: 501 WATER FUND

DEPT: 03 REVENUE

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
	69,436		63,474		78,750		74,319	80,000	75,000		75,000	
TOTAL CLASS: 25 SERVICE FEES												
	-12,943,099		-12,397,485		-13,083,700		-12,664,380	-13,087,450	-14,064,000		-14,064,000	
CLASS: 35 MISCELLANEOUS REVENUES												
382 SALE OF CITY PROPERTY												
	-5,917		-29,206				-12,825	-12,825				
384 INVESTMENT INTEREST EARNINGS												
	-80,709		-148,244		-143,200		-168,855	-191,700	-235,400		-235,400	
389 MISCELLANEOUS REVENUES												
	-28,959		-51,002		-30,580		-33,675	-30,000	-30,000		-30,000	
390 CONTRIBUTIONS AND DONATIONS												
	-109,597											
0593	394 MISC INTEREST EARNINGS											
	-22,614		-18,108		-23,100		-50,745	-40,000	-40,000		-40,000	
398 SRVS PROVIDED TO OTHER FUNDS												
	-48,547		-121,745		-30,000		-78,683	-60,000	-60,000		-60,000	
399 REIMBURSEMENTS - OTHER												
	-97		-173				-240					
756 PERS RSRV DISTRIB-NON GAAP REV												
	-31,553											
757 MED/LIFE INS PREM REFUND DISTRIBUTION												
	-4,233		-5,210				-3,656	-3,656				
TOTAL CLASS: 35 MISCELLANEOUS REVENUES												
	-332,226		-373,688		-226,880		-348,679	-338,181	-365,400		-365,400	
TOTAL DEPARTMENT: 03 REVENUE												
	-22,560,045		-24,408,418		-25,563,527		-25,403,747	-25,763,974	-26,334,954		-26,334,954	

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER											
	51,887	.40	52,867	.40	53,857	.40	50,070	53,066	55,197	.40	55,197	.40
084	PROJECT ENGINEER 1											
	103,341	1.10	110,439	1.50	195,271	1.50	133,676	144,149	235,593	2.50	235,593	2.50
124	ENGINEERING CONST INSPECTOR											
				.40	24,412	.40	23,344	24,922	26,813	.40	26,813	.40
175	PROJECT ENGINEER 2											
					26,514	1.00	24,473	26,514	114,248	1.00	114,248	1.00
221	SUPPORT SPECIALIST 2											
	20,778	.50	22,009	.50	23,634	.50	22,367	23,652	25,646	.50	25,646	.50
299	PAYROLL TAXES AND FRINGES											
	84,900		95,823		189,763		123,456	141,933	266,777		266,777	
TOTAL CLASS: 05 PERSONNEL SERVICES												
	260,906	2.00	281,138	2.80	513,451	3.80	377,386	414,236	724,274	4.80	724,274	4.80

CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT											
					2,500		1,616	2,500	3,100		3,100	
305	SPECIAL DEPARTMENT SUPPLIES											
	195		57		400		70	400	400		400	
307	MEMBERSHIP FEES											
	42,845		46,968		52,385		48,390	50,000	52,150		52,150	
314	OUTSIDE REPRODUCTION EXPENSES											
	293		955		1,000			1,000	1,000		1,000	
317	COMPUTER EQUIPMENT											
	3,132				9,502		5,294	3,000	1,775		1,775	
318	COMPUTER SOFTWARE											
					5,500		4,000	5,500	1,000		1,000	
321	TRAVEL, TRAINING & SUBSISTENCE											

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
	4,328		7,124		14,200		10,505	14,000	14,600		14,600	
328	MEALS & RELATED EXPENSE											
	42		602		1,500		608	1,100	1,500		1,500	
361	UNIFORMS & SPECIAL CLOTHING											
					600		454	600	600		600	
461	SPECIAL EXPENSE											
	13,280		15,941		36,520		4,066	25,000	34,600		34,600	
511	PROFESSIONAL SERVICES											
	50,469		63,163		81,700		77,918	78,000	49,700		49,700	
TOTAL CLASS: 10 MATERIALS & SERVICES												
	114,584		134,810		205,807		152,921	181,100	160,425		160,425	
CLASS: 25 TRANSFERS												
816	TRSFERS TO REPROGRAPHICS FUND											
	3,765		2,540		3,303		1,927	3,303	3,327		3,327	
817	TRSFERS TO GARAGE FUND											
	1,351		639		1,108			1,108	818		818	
835	TRSFER TO GF, BVTN BLDG OPERATIONS											
					20,592		20,592	20,592	10,296		10,296	
836	TRSFER TO GF, BVTN BLDG DEBT SVC											
					27,400		27,400	27,400	10,356		10,356	
TOTAL CLASS: 25 TRANSFERS												
	5,116		3,179		52,403		49,919	52,403	24,797		24,797	
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING												
	380,606	2.00	419,127	2.80	771,661	3.80	580,226	647,739	909,496	4.80	909,496	4.80

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

049	PROG COORDINATOR -PUBLIC WORKS											
					18,881	1.00	13,801	18,881	78,922	1.00	78,922	1.00
057	PUBLIC WORKS SUPERVISOR											
	77,127	1.00	66,961	1.00	96,082	2.00	98,909	100,072	179,490	2.00	179,490	2.00
112	PUBLIC WORKS MANAGER 3											
	52,945	.50	108,886	1.00	111,351	1.00	104,922	111,345	114,128	1.00	114,128	1.00
133	WATER CUSTOMER SERVICE TECH											
	56,972	1.00	57,386	1.00	48,744	1.00	59,022	60,220	67,709	1.00	67,709	1.00
162	WATER DISTRIBUTION LEAD											
	81,481	1.00	85,586	2.00	158,857	2.00	146,090	147,274	162,803	2.00	162,803	2.00
0596 173	WATER DISTRIBUTION TECHNICIAN											
	137,264	3.00	298,262	6.00	328,467	6.00	188,045	247,950	328,100	6.00	328,100	6.00
178	WATER QUALITY TECHNICIAN											
	138,539	2.00	148,211	2.00	119,082		120,613	116,755	51,680	1.00	51,680	1.00
188	INVENTORY CONTROL TECHNICIAN											
	12,534	.25	13,757	.25	14,802	.25	14,937	15,672				
209	WATER DISTRIBUTION EQUIP OPER											
	64,505	1.00	144,706	3.00	194,663	3.00	149,963	146,189	291,860	5.00	291,860	5.00
215	UTILITY WORKER											
	45,841	1.00										
299	PAYROLL TAXES AND FRINGES											
	346,095		478,637		725,803		486,684	545,116	883,936		883,936	
TOTAL CLASS: 05 PERSONNEL SERVICES												
	1,013,303	10.75	1,402,392	16.25	1,816,732	16.25	1,382,986	1,509,474	2,158,628	19.00	2,158,628	19.00

CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	507		65		800		576	676	900		900	
303	OFFICE FURNITURE & EQUIPMENT											

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
	298		1,232		2,500		1,457	1,950	1,400		1,400	
304	DEPARTMENT EQUIPMENT EXPENSE											
	34,914		36,345		45,500		42,701	44,500	57,500		57,500	
305	SPECIAL DEPARTMENT SUPPLIES											
	6,673		7,884		7,800		4,687	6,700	10,800		10,800	
307	MEMBERSHIP FEES											
	14,136		11,551		13,435		11,789	11,900	14,905		14,905	
308	PERIODICALS & SUBSCRIPTIONS											
	74		389		500		200	260	500		500	
316	ADVERTISING, RECORDING & FILING											
					3,000		1,990					
317	COMPUTER EQUIPMENT											
0591318	602		500									
									13,500		13,500	
321	TRAVEL, TRAINING & SUBSISTENCE											
	4,937		8,854		12,000		9,686	10,300	13,380		13,380	
328	MEALS & RELATED EXPENSE											
	168		153									
341	COMMUNICATIONS EXPENSE											
	28,272		31,577		33,000		32,962	33,000	45,000		45,000	
351	UTILITIES EXPENSE											
	284,582		245,004		300,000		220,300	280,000	290,000		290,000	
361	UNIFORMS & SPECIAL CLOTHING											
	9,695		10,545		13,000		10,402	11,708	13,800		13,800	
381	BUILDING EXPENSE											
			9		20,000		6,429	10,000	20,000		20,000	
409	WATER PURCHASES FOR RESALE											
	1,107,968		1,288,362		1,656,846		1,021,289	1,450,000	1,627,525		1,627,525	
410	BARNEY RESERVOIR OPERATIONS											
	84,856		88,608		167,609		75,169	164,609	164,609		164,609	

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DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
413	SERVICE INSTALLATIONS											
	1,310		2,984		3,000		2,315	3,000	3,300		3,300	
417	WILLAMETTE INTAKE FACILITIES OPER											
									16,000		16,000	
418	JWC OPERATING EXP - OTHER											
			17,585		42,250		25,867	42,250	42,250		42,250	
419	CHEMICAL & LABORATORY SUPPLIES											
	39,144		41,298		58,000		40,970	57,000	58,800		58,800	
425	DUMPING EXPENSES											
	3,175		1,531		2,000		1,459	2,000	3,000		3,000	
429	WORK PERFORMED BY OTHER FUNDS											
	25											
8650 439	WATER WHEELING SERVICES - TWWD											
441	LINE MAINTENANCE											
	108,237		189,296		192,500		182,838	185,000	195,000		195,000	
446	METER MAINTENANCE											
	100,684		159,795		224,966		222,755	204,900	249,126		249,126	
448	MANHOLE / PRV VALVE ADJUSTMENTS											
			54,522		60,000		51,834	50,000	50,000		50,000	
461	SPECIAL EXPENSE											
			217		900		349	621	1,200		1,200	
511	PROFESSIONAL SERVICES											
	313,273		327,811		359,555		324,201	355,800	359,400		359,400	
512	CITY RIGHT OF WAY FEES											
	659,843		619,246		652,035		652,032	652,035	652,035		652,035	
525	PMTS TO OTHER GOVERNMENT AGENCIES											
	50,070		50,924		56,400		53,778	56,400	56,400		56,400	
536	MAINTENANCE CONTRACTS											
	17,918		23,102		27,500		23,742	23,000	33,500		33,500	
551	RENTS AND LEASES											

BUDGET PREPARATION WORKSHEET SUMMARY

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DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
	1,793		17,903		23,250		1,917	11,400	11,468		11,468	

TOTAL CLASS: 10 MATERIALS & SERVICES

	2,873,154		3,237,292		3,978,346		3,023,694	3,669,009	4,005,298		4,005,298	
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CLASS: 15 CAPITAL OUTLAY

641 VEHICLES

			133,926		2,153		747	2,000	167,450		167,450	
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671 EQUIPMENT

	687,413		40,000		123,000		122,062	120,902	98,000		98,000	
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TOTAL CLASS: 15 CAPITAL OUTLAY

	687,413		173,926		125,153		122,809	122,902	265,450		265,450	
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CLASS: 25 TRANSFERS

801 TRSFR TO GENERAL FD - OVERHEAD

	212,915		217,037		318,316		318,316	318,316	360,830		360,830	
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802 TRSFR TO GENERAL FD-ACCOUNTING

	69,556		49,312		28,616		28,616	28,616	62,355		62,355	
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803 TRSFR TO GENERAL FD-LANDSCAPE

	63,613		69,355		80,215		80,215	80,215	83,669		83,669	
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804 TRSFR - OPERATIONS ADMIN

	105,990		197,088		273,225		233,111	273,225	288,261		288,261	
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805 TRSFR TO G/F BLDG MAINT

	14,322		20,687		18,448		18,448	18,448	20,886		20,886	
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808 TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)

	82,949		101,395		165,166		165,166	165,166	179,079		179,079	
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817 TRSFRS TO GARAGE FUND

	87,404		98,923		117,027		102,289	117,027	121,151		121,151	
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818 TRSFRS TO ISD-ALLOCATED

	205,230		193,014		245,606		245,606	245,606	286,721		286,721	
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819 TRSFRS TO INSURANCE FUND

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DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018 YTD	2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE
	153,032		198,941		228,792		228,792	228,792	228,792		228,792	
832	TRSFERS TO WATER DEBT SVC FUND											
	2,121,909		1,495,160		751,459		748,426	751,459	2,293,004		2,293,004	
833	TRSFERS TO WATER CONSTRUCT FUND											
	530,000		1,776,000		1,230,000		1,230,000	1,230,000	1,000,000		1,000,000	
TOTAL CLASS: 25 TRANSFERS												
	3,646,920		4,416,912		3,456,870		3,398,985	3,456,870	4,924,748		4,924,748	
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES												
987	RESERVE - JWC EMERGNCY EQUIPMT											
					500,000				500,000		500,000	
991	CONTINGENCY - UNRESERVED											
					8,481,062				7,984,944		7,984,944	
0090 995	RESERVE - RATE STABILIZATION											
					600,000				600,000		600,000	
996	RESERVE - EQUIPMENT REPLACEMT											
					324,323				342,168		342,168	
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES												
					9,905,385				9,427,112		9,427,112	
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS												
	8,220,790	10.75	9,230,522	16.25	19,282,486	16.25	7,928,474	8,758,255	20,781,236	19.00	20,781,236	19.00

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301	BEGINNING WORKING CAPITAL										
		9,057,194	11,626,817	12,236,827	12,236,827	11,860,554	11,860,554				

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

		9,057,194	11,626,817	12,236,827	12,236,827	11,860,554	11,860,554				
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329	OTHER INTERGOVERNMENTAL REV										
		204,228	294			56,516					

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

		204,228	294			56,516					
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CLASS: 20 PERMITS & FEES

355	WATER METER INSTALLATION FEES										
		23,298	10,134	16,120	45,000	45,000	45,000				

TOTAL CLASS: 20 PERMITS & FEES

		23,298	10,134	16,120	45,000	45,000	45,000				
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CLASS: 25 SERVICE FEES

361	WATER SALES										
		9,684,781	9,126,336	9,616,200	9,616,200	10,200,000	10,200,000				

362	UNMETERED WATER SALES										
		13,263	3,576	14,000	25,000	14,000	14,000				

364	CUSTOMER SERV CHARGES										
		27,895	25,420	32,000	26,000	25,000	25,000				

366	DEMAND CHARGE										
		3,286,596	3,305,627	3,500,250	3,500,250	3,900,000	3,900,000				

369	UTILITY SALES ALLOWANCES										
		-69,436	-63,474	-78,750	-80,000	-75,000	-75,000				

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

329 OTHER INTERGOVERNMENTAL REV
 FY 2017-18 REFLECTS JWC EXCESS CAPACITY LEASE REVENUE FROM TUALATIN VALLEY WATER DISTRICT

355 WATER METER INSTALLATION FEES
 CHARGES FOR NEW WATER METERS ARE INCREASING FOR METERS WHICH ARE CAPABLE OF RADIO SIGNAL READING

361 WATER SALES
 FY 15-16 WATER SALES REFLECTS A 3.48% INCREASE IN THE CONSUMPTION CHARGE WHICH IS A 10 CENT INCREASE FROM \$2.87 TO \$2.97 PER 100 CUBIC FEET OF WATER EFFECTIVE JULY 1, 2015 17 CENTS OF THE CONSUMPTION CHARGE IS DEDICATED TO FUTURE CAPACITY INCREASES AND IS REFLECTED AS A TRANSFER TO THE WATER CONSTRUCTION FUND.
 FY 16-17 NO RATE INCREASE IS REFLECTED IN WATER SALES 17 CENTS OF THE CONSUMPTION CHARGE IS DEDICATED TO FUTURE CAPACITY INCREASES AND IS REFLECTED AS A TRANSFER TO THE WATER CONSTRUCTION FUND
 FY 17-18 WATER SALES REFLECTS A 3.37% INCREASE IN THE CONSUMPTION CHARGE WHICH IS A 10 CENT INCREASE FROM \$2.97 TO \$3.07 PER 100 CUBIC FEET OF WATER EFFECTIVE JULY 1, 2017 17 CENTS OF THE CONSUMPTION CHARGE IS DEDICATED TO FUTURE CAPACITY INCREASES AND IS REFLECTED AS A TRANSFER TO THE WATER CONSTRUCTION FUND
 FY 18-19 WATER SALES REFLECTS A 3.26% INCREASE ON CONSUMPTION WHICH IS A 10 CENT INCREASE FROM \$3.07 TO \$3.17 PER 100 CUBIC FEET OF WATER EFFECTIVE JULY1, 2017 17 CENTS OF THE CONSUMPTION CHARGE IS DEDICATED TO FUTURE CAPACITY INCREASES AND IS REFLECTED AS A TRANSFER TO THE WATER CONSTRUCTION FUND

362 UNMETERED WATER SALES
 CHARGES FOR USING WATER FROM HYDRANTS

364 CUSTOMER SERV CHARGES
 FEES CHARGED FOR RETURNED CHECKS AND WATER METER TURN ON FEES.

366 DEMAND CHARGE
 MONTHLY METER COMPONENT OF CUSTOMER WATER CHARGES. THIS CHARGE IS FOR THE BASE CAPACITY DEMAND THAT EACH METER PLACES ON THE SYSTEM, METER REPAIR AND REPLACEMENT, LINE MAINTENANCE AND METER READING
 FY 15-16 REFLECTS GROWTH OF .80% IN NUMBER OF CUSTOMERS (METERS) SERVED AND \$1 PER MONTH (8.33%) INCREASE EFFECTIVE 7/1/2015
 FY 16-17 NO RATE INCREASE IS REFLECTED IN WATER BASE CHARGES
 FY 17-18 REFLECTS MODEST GROWTH IN THE NUMBER OF NEW METERS SERVED AND \$1 PER MONTH (7.69%) INCREASE ON ALL METER SIZES, EFFECTIVE 7/1/2017.
 FY 18-19 MODEST GROWTH IN THE NUMBER OF NEW METERS SERVED AND \$1 PER MONTH (7.14%) INCREASE ON ALL METER SIZES, EFFECTIVE 7/1/2018

369 UTILITY SALES ALLOWANCES
 BILLING ADJUSTMENTS TO CUSTOMER ACCOUNTS FOR LEAKS, WRITE OFF OF DELINQUENT CHARGES, WHEN APPLICABLE AND WRITE OFF OF UNCOLLECTIBLE ACCOUNTS

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

TOTAL CLASS: 25 SERVICE FEES

	12,943,099		12,397,485		13,083,700		13,087,450	14,064,000		14,064,000	
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CLASS: 35 MISCELLANEOUS REVENUES

382 SALE OF CITY PROPERTY

5,917		29,206				12,825					
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384 INVESTMENT INTEREST EARNINGS

80,709		148,244		143,200		191,700	235,400		235,400		
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389 MISCELLANEOUS REVENUES

28,959		51,002		30,580		30,000	30,000		30,000		
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390 CONTRIBUTIONS AND DONATIONS

109,597

394 MISC INTEREST EARNINGS

22,614		18,108		23,100		40,000	40,000		40,000		
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398 SRVS PROVIDED TO OTHER FUNDS

48,547		121,745		30,000		60,000	60,000		60,000		
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399 REIMBURSEMENTS - OTHER

97		173									
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756 PERS RSRV DISTRIB-NON GAAP REV

31,553

757 MED/LIFE INS PREM REFUND DISTRIBUTION

4,233		5,210				3,656					
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TOTAL CLASS: 35 MISCELLANEOUS REVENUES

	332,226		373,688		226,880		338,181	365,400		365,400	
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TOTAL PROGRAM: 0000 UNRESTRICTED

	22,560,045		24,408,418		25,563,527		25,763,974	26,334,954		26,334,954	
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TOTAL DEPARTMENT: 03 REVENUE

	22,560,045		24,408,418		25,563,527		25,763,974	26,334,954		26,334,954	
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BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
DEPT: 03 REVENUE
PROGRAM: 0000 UNRESTRICTED

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 382 SALE OF CITY PROPERTY

- 384 INVESTMENT INTEREST EARNINGS
INTEREST EARNINGS IS BASED ON AVAILABLE CASH BALANCES AND INTEREST RATES:
FY 15-16 BUDGETED INTEREST EARNINGS ARE BASED UPON .50%
FY 16-17 BUDGETED INTEREST EARNINGS ARE BASED UPON .55%
FY 17-18 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.10%
FY 18-19 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.75%

- 389 MISCELLANEOUS REVENUES
AT&T CELL TOWER SITE LEASE, T-MOBILE CELL TOWER SITE LEASE, HYDRANT METER
RENTALS, 3RD PARTY RECOVERIES FOR DAMAGES TO CITY PROPERTY

- 390 CONTRIBUTIONS AND DONATIONS
PGE GRANT FOR EMERGENCY BACKUP POWER AT JOINT WATER COMMISSION
TREATMENT PLANT.

- 394 MISC INTEREST EARNINGS
REVENUES FROM DELINQUENT CHARGES ASSESSED THROUGH THE CITY'S UTILITY
BILLING SYSTEM

- 398 SRVS PROVIDED TO OTHER FUNDS
REIMBURSEMENTS RECEIVED FROM OTHER FUNDS FOR PROVIDING IN-HOUSE ENGINEERING
SERVICES FOR CAPITAL PROJECTS.

- 399 REIMBURSEMENTS - OTHER

- 756 PERS RSRV DISTRIB-NON GAAP REV
RETIREMENT RESERVE \$1 MILLION DISTRIBUTION TO OPERATING FUNDS

- 757 MED/LIFE INS PREM REFUND DISTRIBUTION
MODA MEDICAL INSURANCE PREMIUM EXPERIENCE REBATE DISTRIBUTION TO OPERATING FUNDS

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER	51,887	.40	52,867	.40	53,857	.40	53,066	55,197	.40	55,197	.40
084	PROJECT ENGINEER 1	103,341	1.10	110,439	1.50	195,271	1.50	144,149	235,593	2.50	235,593	2.50
124	ENGINEERING CONST INSPECTOR				.40	24,412	.40	24,922	26,813	.40	26,813	.40
175	PROJECT ENGINEER 2					26,514	1.00	26,514	114,248	1.00	114,248	1.00
221	SUPPORT SPECIALIST 2	20,778	.50	22,009	.50	23,634	.50	23,652	25,646	.50	25,646	.50
299	PAYROLL TAXES AND FRINGES	84,900		95,823		189,763		141,933	266,777		266,777	

TOTAL CLASS: 05 PERSONNEL SERVICES

		260,906	2.00	281,138	2.80	513,451	3.80	414,236	724,274	4.80	724,274	4.80
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CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT					2,500		2,500	3,100		3,100	
305	SPECIAL DEPARTMENT SUPPLIES	195		57		400		400	400		400	
307	MEMBERSHIP FEES	42,845		46,968		52,385		50,000	52,150		52,150	
314	OUTSIDE REPRODUCTION EXPENSES	293		955		1,000		1,000	1,000		1,000	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 046 PRINCIPAL ENGINEER
 POSITION IS ALLOCATED .40 FTE 501-72-0740 / .25 FTE 502-72-0740 / .25 FTE 513-72-0740 / AND .10 FTE 001-72-0703.
 - 084 PROJECT ENGINEER 1
 1 FTE PROJ ENGR 1 ALLOCATED 60% 001-85-0701 AND 10% IN EACH OF THE FOLLOWING:
 101-72-0735, 502-72-0740, 513-72-0740, 501-72-0740.
 1 FTE PROJ ENGR 1 ALLOCATED 100% 501-72-0740.
 1 FTE PROJ ENGR 1 ALLOCATED: 40% 513-72-0740, 40% 501-72-0740, 20% 101-72-0735.
 FY 16-17 REFLECTS DECREASE DUE TO POSITION VACANCY DURING THE YEAR.
 FY 17-18 REFLECTS NEW 1 FTE PROJECT ENGINEER 1 POSITION.
 FY 17-18 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE PROJECT ENGINEER POSITION TO 1 FTE PROJECT ENGINEER 2 POSITION.
 FY 18-19 REFLECTS A NEW 1 FTE PROJECT ENGINEER 1 POSITION 100% IN 501-72-0740.
 - 124 ENGINEERING CONST INSPECTOR
 FY 16-17 REFLECTS NEW 1 FTE ENGINEERING CONSTRUCTION INSPECTOR THAT IS ALLOCATED 40% 501-72-0740, 40% 513-72-0740, 20% 101-72-0735
 - 175 PROJECT ENGINEER 2
 FY 17-18 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE PROJECT ENGINEER POSITION TO 1 FTE PROJECT ENGINEER 2 POSITION.
 - 221 SUPPORT SPECIALIST 2
 POSITION IS ALLOCATED .50 FTE 501-72-0740 / .25 FTE 502-72-0740 / .25 FTE 513-72-0740.
 - 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 61.45% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 37.07% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 20.74% FOR RETIREMENT CONTRIBUTIONS (25.39% PERS. 16.72% OPSRP GENERAL OR 21.49% OPSRP POLICE), A 2.23% CONTRIBUTION TO THE PERS RESERVE FUND, AND 6.45% IN OTHER TAXES (UNEMPLOYMENT, LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.38% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES
-
- 303 OFFICE FURNITURE & EQUIPMENT
 MISCELLANEOUS OFFICE FURNITURE AND EQUIPMENT \$600
 FOR NEW PROJ ENGINEER 1: FURNITURE & CHAIR, MISC OFFICE FURNITURE & EQUIPMENT \$2,500
 - 305 SPECIAL DEPARTMENT SUPPLIES
 MISCELLANEOUS SUPPLIES AND MATERIALS \$400
 - 307 MEMBERSHIP FEES
 3 - PROF ENGINEER LICENSE RENEWAL (DW, BB, PD) \$600
 2 - ASCE (AMERICAN SOCIETY OF CIVIL ENGINEERS) (\$225EA) (DW, PD) \$450
 OREGON ASSOC OF WATER UTILITIES (DW, BB, PD) \$300
 AWWA CITY MEMBERSHIP \$3,800
 AMERICAN PUBLIC WORKS ASSOCIATION MEMBERSHIP
 WATER RIGHTS EXAMINER LICENSE RENEWAL (DW) \$100
 REGIONAL WATER PROVIDER CONSORTIUM ANNUAL DUES \$40,000
 WATER FUND PORTION OF LEAGUE OF OREGON CITIES ANNUAL DUES \$6,000
 1-PROF LAND SURVEYOR LICENSE RENEWAL (\$220EA) (DW) \$220
 1-PLSO MEMBERSHIP (\$100EA) (DW) \$100
 FOR NEW PROJ ENGR 1: AMER SOCIETY OF CIVIL ENGRS & PROF ENGR LICENSE RENEWAL & APWA \$580
 - 314 OUTSIDE REPRODUCTION EXPENSES
 AWWA COPYRIGHTED BROCHURES & MATERIALS; OTHER PRINTED MATERIALS RELATED TO WATER \$1,000

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
317	COMPUTER EQUIPMENT										
	3,132				9,502		3,000	1,775		1,775	
318	COMPUTER SOFTWARE										
					5,500		5,500	1,000		1,000	
321	TRAVEL, TRAINING & SUBSISTENCE										
	4,328		7,124		14,200		14,000	14,600		14,600	
328	MEALS & RELATED EXPENSE										
	42		602		1,500		1,100	1,500		1,500	
361	UNIFORMS & SPECIAL CLOTHING										
					600		600	600		600	
461	SPECIAL EXPENSE										
	13,280		15,941		36,520		25,000	34,600		34,600	
511	PROFESSIONAL SERVICES										
	50,469		63,163		81,700		78,000	49,700		49,700	
TOTAL CLASS: 10 MATERIALS & SERVICES											
	114,584		134,810		205,807		181,100	160,425		160,425	
CLASS: 25 TRANSFERS											
816	TRSFERS TO REPROGRAPHICS FUND										
	3,765		2,540		3,303		3,303	3,327		3,327	
817	TRSFERS TO GARAGE FUND										
	1,351		639		1,108		1,108	818		818	
835	TRSFER TO GF, BVTN BLDG OPERATIONS										
					20,592		20,592	10,296		10,296	
836	TRSFER TO GF, BVTN BLDG DEBT SVC										
					27,400		27,400	10,356		10,356	
TOTAL CLASS: 25 TRANSFERS											
	5,116		3,179		52,403		52,403	24,797		24,797	
TOTAL PROGRAM: 0740 ENTERPRISE MGMT & ADMIN											
	380,606	2.00	419,127	2.80	771,661	3.80	647,739	909,496	4.80	909,496	4.80
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING											
	380,606	2.00	419,127	2.80	771,661	3.80	647,739	909,496	4.80	909,496	4.80

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- | | |
|-----|--|
| 317 | COMPUTER EQUIPMENT
27-INCH MONITOR FOR PROJECT ENGINEER \$275
FOR NEW PROJECT ENGR 1: PC AND 22" & 27" MONITORS \$1,500 |
| 318 | COMPUTER SOFTWARE
FOR NEW PROJ ENGINEER 1: SOFTWARE \$1,000 |
| 321 | TRAVEL, TRAINING & SUBSISTENCE
TRAVEL/TRAINING FOR PROFESSIONAL ENGINEERS PDH TO MAINTAIN CERTICATION \$3,000
TRAVEL/TRAINING RELATED TO TRAINING FOR WATER DIST 1 PROFESSIONAL DEV HOURS \$1,200
TRAVEL & TRAINING FOR PROF ENG/PROF LAND SURVEYOR/WATER RIGHTS (PRINCIAL ENGINEER) \$3,500
4- PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE, 1 SS) \$3,500
1- APWA CONFERENCE REGISTRATION AND EXPENSES (PD) \$1,000
FOR NEW PROJECT ENGINEER 1: APWA CONFERENCE & TECHNICAL ENGINEERING TRAINING \$2,400 |
| 328 | MEALS & RELATED EXPENSE
PROF MEETINGS AND MEALS ASSOCIATED WITH TRAINING \$500
HOST WATER REGIONAL WATER CONSERVATION MEETINGS \$400
HOST AWWA SUBSECTION LUNCH \$600 |
| 361 | UNIFORMS & SPECIAL CLOTHING
4 - RAINGEAR, FOOTWEAR, CLOTHING, JACKETS, HARD HATS, VESTS & SAFETY EQUIP (\$150/EMPLOYEE) \$600
THIS EXPENSE WAS PREVIOUSLY ACCOUNTED FOR IN THE PUBLIC WORKS ADMIN FUND. |
| 461 | SPECIAL EXPENSE
INFORMATION DEVICES (WATER SYSTEM AND CONSERVATION) \$1,000
WATER SAVINGS KITS FOR PUBLIC DISTRIBUTION \$2,500
MANDATED COB WATER SYSTEM EMERGENCY RESPONSE PLAN UPDATE \$15,000
CITY SHARE OF JWC WASH. CO FAIR BOOTH \$500
MESSENGER SERVICES \$600
WATER SAVINGS REBATE PROGRAM \$15,000 |
| 511 | PROFESSIONAL SERVICES
CONSULTANT SERVICES FOR EPA MANDATED CONSUMER CONFIDENCE REPORT \$7,000
ELEMENTARY SCHOOLS WATER CONSERVATION PERFORMANCE \$2,700
IN-HOUSE LOCATE CHARGES \$35,000
S&B STUDY/TELEMETRY \$5,000 |
| | |
| 816 | TRSFERS TO REPROGRAPHICS FUND
ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING, & POSTAGE CHARGES THROUGH REPROGRAPHICS |
| 817 | TRSFERS TO GARAGE FUND
ALLOCATION OF FLEET SERVICES (FUEL, MAINTENANCE & REPLACEMENT) PROVIDED BY THE GARAGE FUND |
| 835 | TRSFR TO GF, BVTN BLDG OPERATIONS
BEAVERTON BUILDING OPERATING EXPENSE ALLOCATION FOR FY16-17 AND FY17-18 (\$10,296/YR.) |
| 836 | TRSFR TO GF, BVTN BLDG DEBT SVC
BEAVERTON BUILDING DEBT SERVICE EXPENSE ALLOCATION FOR FY16-17 AND FY17-18 (\$13,700/YR.) |
| | |
| | |
| | |

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0741 WATER SERVICES

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 10 MATERIALS & SERVICES

316	ADVERTISING, RECORDING & FILING				3,000						
409	WATER PURCHASES FOR RESALE										
	1,107,968		1,288,362		1,656,846		1,450,000	1,627,525		1,627,525	
410	BARNEY RESERVOIR OPERATIONS										
	84,856		88,608		167,609		164,609	164,609		164,609	
417	WILLAMETTE INTAKE FACILITIES OPER										
								16,000		16,000	
418	JWC OPERATING EXP - OTHER										
			17,585		42,250		42,250	42,250		42,250	
439	WATER WHEELING SERVICES - TVWD										
511	PROFESSIONAL SERVICES										
	190,028		233,704		226,800		226,800	226,800		226,800	
512	CITY RIGHT OF WAY FEES										
	659,843		619,246		652,035		652,035	652,035		652,035	
525	PMTS TO OTHER GOVERNMENT AGENCIES										
	50,070		50,924		56,400		56,400	56,400		56,400	

TOTAL CLASS: 10 MATERIALS & SERVICES

	2,092,765		2,298,429		2,804,940		2,592,094	2,785,619		2,785,619	
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CLASS: 25 TRANSFERS

801	TRSFRR TO GENERAL FD - OVERHEAD										
	212,915		217,037		318,316		318,316	360,830		360,830	
802	TRSFRR TO GENERAL FD-ACCOUNTING										
	69,556		49,312		28,616		28,616	62,355		62,355	
818	TRSFRRS TO ISD-ALLOCATED										
	205,230		193,014		245,606		245,606	286,721		286,721	
819	TRSFRRS TO INSURANCE FUND										
	153,032		198,941		228,792		228,792	228,792		228,792	
832	TRSFRRS TO WATER DEBT SVC FUND										
	2,121,909		1,495,160		751,459		751,459	2,293,004		2,293,004	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

PROGRAM: 0741 WATER SERVICES

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 316 ADVERTISING,RECORDING & FILING

- 409 WATER PURCHASES FOR RESALE
 - FY 15-16 INCLUDES \$1,377,970 FOR JWC WATER AND TREATMENT PLANT COSTS, \$26,000 BUREAU OF RECLAMATION O & M AND \$530 PORTLAND WATER BUREAU
 - FY 16-17 INCLUDES \$1,500,000 FOR JWC WATER AND TREATMENT PLANT COSTS, \$31,500 JWC OPERATING CAPITAL OUTLAY, \$26,000 BUREAU OF RECLAMATION O & M AND \$550 PORTLAND WATER BUREAU
 - FY 17-18 INCLUDES \$1,400,000 FOR JWC WATER AND TREATMENT PLANT COSTS, \$26,150 BUREAU OF RECLAMATION O & M AND \$500 PORTLAND WATER BUREAU
 - FY 18-19 INCLUDES \$1,600,000 FOR JWC WATER AND TREATMENT PLANT COSTS, \$27,000 BUREAU OF RECLAMATION O & M AND \$525 PORTLAND WATER BUREAU

- 410 BARNEY RESERVOIR OPERATIONS
 - REFLECTS ALLOCATION OF STAFFING AND OPERATING EXPENSES FOR CITY OF HILLSBORO BETWEEN BARNEY MEMBERS. INCLUDES THE COST OF SAMPLING AND ANALYSIS FOR WATER QUALITY

- 417 WILLAMETTE INTAKE FACILITIES OPER
 - BEAVERTON'S PROPORTIONAL EXPENSE OF THE WILLAMETTE INTAKE FACILITIES COMMISSION'S OPERATIONS. \$16,000

- 418 JWC OPERATING EXP - OTHER
 - FY 17-18 INCLUDES AN INCREASE FOR COLA, MEDICAL AND DENTAL INSURANCE, AN UPDATED ALLOCATION OF STAFF BETWEEN CITY OF HILLSBORO, JWC AND BARNEY, AS WELL AS MAINTENANCE TO BE PERFORMED ON CHLORINE SCRUBBER, TRANSMISSION LINE CORRIDOR, SEDIMENT UNDER PUMP STATION AND INSPECTIONS OF THE CLEARWELL AND RESERVOIRS.

- 439 WATER WHEELING SERVICES - TVWD
 - PAYMENTS FOR ABILITY TO SERVE BEAVERTON WATER THROUGH TVWD SYSTEM IN SELECTED AREAS

- 511 PROFESSIONAL SERVICES
 - REFLECTS A SLIGHT INCREASE FOR GROWTH IN NUMBER OF METERS READ AND GENERAL SERVICE COST INFLATION.
 - ADDITIONAL COSTS EXPECTED WITH SERVICE IN WITHDRAWAL AREAS AND S. COOPER MTN.

- 512 CITY RIGHT OF WAY FEES
 - THIS ACCOUNT WAS ESTABLISHED TO ACCOUNT FOR THE PAYMENT IN LIEU OF 5% ROW LICENSE FEES TO THE GENERAL FUND.

- 525 PMTS TO OTHER GOVERNMENT AGENCIES
 - PAYMENTS TO WEST SLOPE WATER DISTRICT FOR TRANSFER OF 66 ACCOUNTS TO THE CITY OF BEAVERTON. INCLUDES 4.36% OF ANNUAL DEBT SERVICE ON WATER RESERVOIR BOND ISSUE AND REIMBURSEMENT FOR UNDERCONSUMPTION ON THE PORTLAND WATER CONTRACT

- 801 TRSFR TO GENERAL FD - OVERHEAD
 - ALLOCATION OF OVERHEAD SERVICES PROVIDED BY THE GENERAL FUND

- 802 TRSFR TO GENERAL FD-ACCOUNTING
 - ALLOCATION OF ACCOUNTING SERVICES PROVIDED BY THE GENERAL FUND

- 818 TRSFERS TO ISD-ALLOCATED
 - ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND \$241,321
 - SOFTWARE MAINTENANCE - TELEMETRY, ASSET SYSTEM, BACKFLOW SYSTEM AND UTILITY BILLINGS \$43,200
 - ENGINEERING SOFTWARE UPGRADES \$2,200

- 819 TRSFERS TO INSURANCE FUND
 - ALLOCATION OF CHARGES FOR GENERAL LIABILITY AND PROPERTY INSURANCE

- 832 TRSFERS TO WATER DEBT SVC FUND
 - DEBT SERVICE (PRINCIPAL & INTEREST) ON OUTSTANDING WATER REVENUE BONDS. (2016 & 2018)

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0741 WATER SERVICES

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
833	TRSFERS TO WATER CONSTRUCT FUND										
	530,000		1,776,000		1,230,000		1,230,000	1,000,000		1,000,000	
TOTAL CLASS: 25 TRANSFERS											
	3,292,642		3,929,464		2,802,789		2,802,789	4,231,702		4,231,702	
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES											
987	RESERVE - JWC EMERGENCY EQUIPMT										
					500,000			500,000		500,000	
991	CONTINGENCY - UNRESERVED										
					8,481,062			7,984,944		7,984,944	
995	RESERVE - RATE STABILIZATION										
					600,000			600,000		600,000	
996	RESERVE - EQUIPMENT REPLACEMT										
					324,323			342,168		342,168	
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES											
					9,905,385			9,427,112		9,427,112	
TOTAL PROGRAM: 0741 WATER SERVICES											
	5,385,407		6,227,893		15,513,114		5,394,883	16,444,433		16,444,433	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
DEPT: 85 PUBLIC WORKS - OPERATIONS
PROGRAM: 0741 WATER SERVICES

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

833 TRSFERS TO WATER CONSTRUCT FUND

FY 16-17 REPRESENTS A TRANSFER FROM WATER OPERATING FUND TO HELP COVER THE COST OF VARIOUS JWC AND OTHER PLANNED CAPITAL PROJECTS \$730,000 INFRASTRUCTURE IN THE RECENTLY WITHDRAWN AREA OF CEDAR HILLS CROSSING \$800,000 AND WATERLINE IMPROVEMENTS AND NEW HYDRANT CONSTRUCTION AT 114TH AVENUE FROM CANYON ROAD TO MCBRIDE \$246,000.

FY 17-18 REPRESENTS A TRANSFER FROM WATER OPERATING FUND TO HELP COVER THE COST OF VARIOUS JWC AND OTHER PLANNED CAPITAL PROJECTS

FY 18-19 REPRESENTS A TRANSFER FROM WATER OPERATING FUND TO HELP COVER THE COST OF VARIOUS JWC AND OTHER PLANNED CAPITAL PROJECTS
SEE WATER CONSTRUCTION FUND (#505) FOR MORE INFORMATION

987 RESERVE - JWC EMERGNCY EQUIPMT

DEDICATED CONTINGENCY FOR JOINT WATER COMMISSION EMERGENCY PLANT EQUIPMENT (CITY'S SHARE IS 25% OF \$2,000,000)

991 CONTINGENCY - UNRESERVED

995 RESERVE - RATE STABILIZATION

DEDICATED CONTINGENCY FOR WATER RATE STABILIZATION PER BOND COVENANTS

996 RESERVE - EQUIPMENT REPLACEMT

RESERVE FOR EQUIPMENT REPLACEMENT, JWC
RESERVE FOR VEHICLE REPLACEMENT, COB

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

057	PUBLIC WORKS SUPERVISOR											
	77,127	1.00	66,961	1.00	75,272	1.00	79,262	87,437	1.00	87,437	1.00	
112	PUBLIC WORKS MANAGER 3											
			54,444	.50	55,675	.50	55,669	57,061	.50	57,061	.50	
133	WATER CUSTOMER SERVICE TECH											
	56,972	1.00	57,386	1.00	48,744	1.00	60,220					
162	WATER DISTRIBUTION LEAD											
			1,851	1.00	64,940	1.00	63,035	79,415	1.00	79,415	1.00	
173	WATER DISTRIBUTION TECHNICIAN											
	137,264	3.00	298,262	6.00	328,467	6.00	247,950	328,100	6.00	328,100	6.00	
188	INVENTORY CONTROL TECHNICIAN											
	12,534	.25	13,757	.25	14,802	.25	15,672					
209	WATER DISTRIBUTION EQUIP OPER											
	64,505	1.00	144,706	3.00	194,663	3.00	146,189	291,860	5.00	291,860	5.00	
215	UTILITY WORKER											
	45,841	1.00										
299	PAYROLL TAXES AND FRINGES											
	212,398		329,352		561,444		392,385	620,352		620,352		

TOTAL CLASS: 05 PERSONNEL SERVICES

	606,641	7.25	966,719	12.75	1,344,007	12.75	1,060,382	1,464,225	13.50	1,464,225	13.50
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE											
	494		15		400		376	400		400		
303	OFFICE FURNITURE & EQUIPMENT											
			485		500		400	400		400		
304	DEPARTMENT EQUIPMENT EXPENSE											
	11,144		13,067		14,500		14,000	18,500		18,500		

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 057 PUBLIC WORKS SUPERVISOR
 FY 16-17 REFLECTS DECREASE DUE TO POSITION BEING FILLED AT A LOWER STEP THAN WAS INCLUDED IN THE ADOPTED BUDGET.
- 112 PUBLIC WORKS MANAGER 3
 FY 16-17 REFLECTS RE-ALLOCATION OF PUBLIC WORKS MANAGER 3 THAT WAS ALLOCATED 50/25/25 IN 501-85-0743 / 502-85-0757 / 513-85-0739 TO 50/50 501-85-0743 / 501-85-0742.
- 133 WATER CUSTOMER SERVICE TECH
 FY 18-19 REFLECTS TRANSFER OF 1 FTE WATER CUSTOMER SERVICE TECH POSITION FROM PROGRAM 0742 (WATER SYSTEM DISTRIBUTION) TO PROGRAM 0743 (WATER SYSTEM QUALITY).
- 162 WATER DISTRIBUTION LEAD
 FY 16-17 REFLECTS RE-ESTABLISHMENT OF THE WATER DISTRIBUTION LEAD POSITION.
- 173 WATER DISTRIBUTION TECHNICIAN
 FY 16-17 REFLECTS THE RECLASSIFICATION OF 1 FTE UTILITY WORKER TO WATER DISTRIBUTION TECH.
 FY 16-17 ALSO REFLECTS THE TRANSFER OF 1 FTE UTILITY WORKER FROM PUBLIC WORKS ADMIN FUND (605) TO THE WATER FUND, PROGRAM 0742, AND RECLASSIFIED TO WATER DISTR. TECH.
 FY 16-17 ALSO REFLECTS THE TRANSFER OF 1 FTE PUBLIC WORKS TECH FROM SEWER CONSTRUCTION PROGRAM TO THE WATER FUND, PROGRAM 0742, AND RECLASSIFIED TO WATER DISTRIBUTION TECH.
- 188 INVENTORY CONTROL TECHNICIAN
 FY 2018-19 REFLECTS REDISTRIBUTION OF 1 FTE INVENTORY CONTROL TECH POSITION FROM 25% IN 001-85 / 25% IN 101-85 / 25% IN 501-85 / 10% IN 502-85 / 15% IN 513-85 TO 100% IN THE GARAGE FUND.
- 209 WATER DISTRIBUTION EQUIP OPER
 FY 16-17 REFLECTS 1.0 FTE TRANSFERRED FROM SEWER FUND'S CONSTRUCTION PROGRAM 0757 AND 1.0 FTE TRANSFERRED FROM STORM DRAIN FUND'S CONSTRUCTION PROGRAM 0739
 FY 18-19 REFLECTS 2 NEW FTE WATER DISTRIBUTION EQUIPMENT OPERATOR POSITIONS.
- 215 UTILITY WORKER
 FY 16-17 REFLECTS TRANSFER OF UTILITY WORKER POSITION FROM PUBLIC WORKS ADMIN FUND TO THE WATER FUND, THEN RECLASSIFIED TO WATER DISTRIBUTION TECH IN PROGRAM 0742.
 FY 16-17 ALSO REFLECTS THE RECLASSIFICATION OF 1 FTE UTILITY WORKER TO WATER DISTRIBUTION TECH.
- 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 61.45% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 37.07% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 20.74% FOR RETIREMENT CONTRIBUTIONS (25.39% PERS. 16.72% OPSRP GENERAL OR 21.49% OPSRP POLICE), A 2.23% CONTRIBUTION TO THE PERS RESERVE FUND, AND 6.45% IN OTHER TAXES (UNEMPLOYMENT, LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.38% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES

- 301 OFFICE EXPENSE
 OFFICE SUPPLIES \$400
- 303 OFFICE FURNITURE & EQUIPMENT
 OFFICE FURNITURE \$400
- 304 DEPARTMENT EQUIPMENT EXPENSE
 REPLACEMENT OF MISCELLANEOUS POWER TOOLS \$15,500
 TOOL SETUP FOR VALVE TURNING PROGRAM \$3,000

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
305	SPECIAL DEPARTMENT SUPPLIES										
	4,773		6,956		6,800		6,200	6,800		6,800	
307	MEMBERSHIP FEES										
	1,272		1,367		2,700		1,400	2,740		2,740	
308	PERIODICALS & SUBSCRIPTIONS										
			89		200		110	200		200	
317	COMPUTER EQUIPMENT										
			500								
318	COMPUTER SOFTWARE										
321	TRAVEL, TRAINING & SUBSISTENCE										
	2,055		5,372		5,100		4,700	5,600		5,600	
328	MEALS & RELATED EXPENSE										
	168		88								
361	UNIFORMS & SPECIAL CLOTHING										
	7,820		7,187		7,000		6,908	7,800		7,800	
413	SERVICE INSTALLATIONS										
	1,310		2,984		3,000		3,000	3,300		3,300	
419	CHEMICAL & LABORATORY SUPPLIES										
	9,106		9,907		8,000		8,000	8,800		8,800	
425	DUMPING EXPENSES										
	3,175		1,496		1,500		1,500	2,500		2,500	
429	WORK PERFORMED BY OTHER FUNDS										
	25										
441	LINE MAINTENANCE										
	84,008		156,050		157,500		152,000	160,000		160,000	
446	METER MAINTENANCE										
	100,684		159,795		224,966		204,900	249,126		249,126	
448	MANHOLE / PRV VALVE ADJUSTMENTS										
			54,522		60,000		50,000	50,000		50,000	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 305 SPECIAL DEPARTMENT SUPPLIES
 - PIPE TAPPING BITS \$500
 - LUMBER \$1,100
 - SAW BLADES \$1,200
 - HAND TOOLS \$1,200
 - EROSION CONTROL FOR WATER LEAKS \$500
 - TRASH PUMPS \$2,300
- 307 MEMBERSHIP FEES
 - AWWA MEMBERSHIP \$220
 - DHS CERTIFICATIONS WATER DIST, TREATMENT AND BACKFLOW \$1,920
 - EXAM FEE REIMBURSEMENT \$600
- 308 PERIODICALS & SUBSCRIPTIONS
 - WATER DISTRIBUTION & MAINTENANCE MANUALS \$200
- 317 COMPUTER EQUIPMENT
 - NO APPROPRIATION REQUESTED
- 318 COMPUTER SOFTWARE
 - NO APPROPRIATION REQUESTED
- 321 TRAVEL, TRAINING & SUBSISTENCE
 - TRAVEL AND SUBSISTENCE NEEDED TO SUPPORT TRAINING HOTEL AND MEAL EXPENSES \$2,000
 - TRAINING REGISTRATION FEES \$3,600
- 328 MEALS & RELATED EXPENSE
 - FY 2017-18 REFLECTS THIS EXPENSE IS ACCOUNTED FOR IN THE PUBLIC WORKS ADMINISTRATION FUND
- 361 UNIFORMS & SPECIAL CLOTHING
 - RAINGEAR AND SAFETY GEAR, COVERALLS, CLOTHING \$7,800
 - ANTICIPATING FULL STAFF THIS YEAR
- 413 SERVICE INSTALLATIONS
 - WATER SERVICE INSTALLATIONS 1" & 2" COPPER TUBING & BRASS FITTINGS \$3,300
 - SOUTH COOPER MOUNTAIN WILL REQUIRE EXTRA ADJUSTMENT PARTS
- 419 CHEMICAL & LABORATORY SUPPLIES
 - VITA DE-CHLOR TABLETS \$8,000
 - CHLORINE TESTING EQUIPMENT AND REAGENTS \$800
- 425 DUMPING EXPENSES
 - LANDFILL DEBRIS DISPOSAL \$2,500
 - HAULING ALL DEBRI DIRECTLY TO RECEIVING FACILITY THIS YEAR
- 429 WORK PERFORMED BY OTHER FUNDS
- 441 LINE MAINTENANCE
 - MAINTENANCE & REPAIR OF WATER MAINS, VALVES, HYDRANTS, BLOWOFFS AND SERVICES \$100,000
 - FIRE HYDRANT REPLACEMENT PROGRAM \$60,000
- 446 METER MAINTENANCE
 - REPLACE 1,000 5/8" METERS @ \$138.11 EA \$138,110
 - REPLACE 5 3" METERS @ \$1,920.14 EACH COMMERCIAL REPLACEMENT \$19,201
 - REPLACE 3 VAULTS @ \$2,552 EA \$7,656
 - REPLACE 250 METER BOXES FOR 3/4" AND 1" METERS @ \$145 EA \$36,250
 - REPLACE 10 1 1/2" METERS @ \$1313.79 EA \$13,138
 - REPLACE 5 2" METERS @ \$1515.90 EA \$7,580
 - REPLACE 20 1" METERS @ \$197.42 EA \$3,948
 - REPLACE 30 METER BOXES FOR 1 1/2" TO 2" METERS @ \$177 EA \$5,310
 - REPLACE 100 REGISTERS AND ADD REMOTE READ CAPABILITY, \$155 \$15,500
 - REPLACE 1 4" COMMERCIAL METER @ 2432.77 \$2,433
- 448 MANHOLE / PRV VALVE ADJUSTMENTS
 - CHARGES FOR ADJUSTING WATER MANHOLES AND VALVES REQUIRED DURING STREET RECONSTRUCTION.

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
461	SPECIAL EXPENSE		217		300		271	400		400	
511	PROFESSIONAL SERVICES		32,090	25,246	34,255		32,000	34,100		34,100	
551	RENTS AND LEASES		1,196	17,287	20,450		10,000	8,484		8,484	
TOTAL CLASS: 10 MATERIALS & SERVICES											
	259,320		462,630		547,171		495,765	559,150		559,150	
CLASS: 15 CAPITAL OUTLAY											
641	VEHICLES		133,926		2,153		2,000	74,800		74,800	
671	EQUIPMENT		621,911		77,000		76,902	6,000		6,000	
TOTAL CLASS: 15 CAPITAL OUTLAY											
	621,911		133,926		79,153		78,902	80,800		80,800	
CLASS: 25 TRANSFERS											
817	TRSFERS TO GARAGE FUND		58,563		72,429		72,429	71,037		71,037	
TOTAL CLASS: 25 TRANSFERS											
	58,563		72,429		72,429		72,429	71,037		71,037	
TOTAL PROGRAM: 0742 WATER SYSTEM DISTRIBUTION											
	1,487,872	7.25	1,621,838	12.75	2,042,760	12.75	1,707,478	2,175,212	13.50	2,175,212	13.50

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

PROGRAM: 0742 WATER SYSTEM DISTRIBUTION

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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461 SPECIAL EXPENSE
COMMERCIAL DRIVERS LICENSES AND RENEWALS \$400

511 PROFESSIONAL SERVICES
TEST AND REPAIR LARGE METERS \$14,000
COVERALL CLEANING \$100
CALIBRATION FOR WATER GAUGES & LOCATING EQUIPMENT \$1,500
6 HOT TAPS @ \$2,500 EACH \$15,000
UTILITY CUT PAVING \$1,500
FLAGGERS \$2,000

551 RENTS AND LEASES
MISCELLANEOUS EQUIPMENT RENTAL \$1,200
HEAVY EQUIPMENT RENTAL (FY 16-17 THIS MOVED FROM LINE ITEM 511 PROFESSIONAL SERVICES) \$6,000
ARCTIC STORAGE LOT LEASE \$1,284

641 VEHICLES
1 - REPLACEMENT FOR VEHICLE 2-642, (1997 FORD RANGER) WITH FORD EXPLORER AWD
(COST INCLUDES VEHICLE, LED SAFETY LIGHTING, LICENSING) \$31,150
1 - NEW ADDITIONAL VEHICLE - TRANSIT VAN (METER INSPECTOR) COST INCLUDES SAFETY
LIGHTING, CARGO PARTITION, SHELVING AND LICENSING \$43,650

671 EQUIPMENT
COMPACTOR WITH HOSE KIT FOR TAKEUCHI TB260 EXCAVATOR \$6,000

817 TRSFERS TO GARAGE FUND

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

049	PROG COORDINATOR -PUBLIC WORKS				18,881	1.00	18,881	78,922	1.00	78,922	1.00
057	PUBLIC WORKS SUPERVISOR				20,810	1.00	20,810	92,053	1.00	92,053	1.00
112	PUBLIC WORKS MANAGER 3										
	52,945	.50	54,442	.50	55,676	.50	55,676	57,067	.50	57,067	.50
133	WATER CUSTOMER SERVICE TECH							67,709	1.00	67,709	1.00
162	WATER DISTRIBUTION LEAD										
	81,481	1.00	83,735	1.00	93,917	1.00	84,239	83,388	1.00	83,388	1.00
178	WATER QUALITY TECHNICIAN										
	138,539	2.00	148,211	2.00	119,082		116,755	51,680	1.00	51,680	1.00
299	PAYROLL TAXES AND FRINGES										
	133,697		149,285		164,359		152,731	263,584		263,584	

TOTAL CLASS: 05 PERSONNEL SERVICES

	406,662	3.50	435,673	3.50	472,725	3.50	449,092	694,403	5.50	694,403	5.50
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE										
	13		50		400		300	500		500	
303	OFFICE FURNITURE & EQUIPMENT										
	298		747		2,000		1,550	1,000		1,000	
304	DEPARTMENT EQUIPMENT EXPENSE										
	23,770		23,278		31,000		30,500	39,000		39,000	

305	SPECIAL DEPARTMENT SUPPLIES										
	1,900		928		1,000		500	4,000		4,000	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 049 PROG COORDINATOR -PUBLIC WORKS
 FY 17-18 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE WATER QUALITY TECH POSITION TO 1 FTE PROGRAM COORDINATOR - PUBLIC WORKS POSITION.
 - 057 PUBLIC WORKS SUPERVISOR
 FY 17-18 MID-YEAR 1 FTE WATER DISTRIBUTION LEAD POSITION WAS RECLASSIFIED TO 1 FTE PUBLIC WORKS SUPERVISOR POSITION.
 - 112 PUBLIC WORKS MANAGER 3
 - 133 WATER CUSTOMER SERVICE TECH
 FY 18-19 REFLECTS TRANSFER OF 1 FTE WATER CUSTOMER SERVICE TECH POSITION FROM PROGRAM 0742 (WATER SYSTEM DISTRIBUTION) TO PROGRAM 0743 (WATER SYSTEM QUALITY).
 - 162 WATER DISTRIBUTION LEAD
 FY 17-18 MID-YEAR 1 FTE WATER DISTRIBUTION LEAD POSITION WAS RECLASSIFIED TO 1 FTE PUBLIC WORKS SUPERVISOR POSITION.
 - 178 WATER QUALITY TECHNICIAN
 FY 17-18 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE WATER QUALITY TECH POSITION TO 1 FTE PROGRAM COORDINATOR - PUBLIC WORKS POSITION.
 FY 18-19 REFLECTS A NEW 1 FTE WATER QUALITY TECHNICIAN POSITION.
 - 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 61.45% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 37.07% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 20.74% FOR RETIREMENT CONTRIBUTIONS (25.39% PERS. 16.72% OPSRP GENERAL OR 21.49% OPSRP POLICE), A 2.23% CONTRIBUTION TO THE PERS RESERVE FUND, AND 6.45% IN OTHER TAXES (UNEMPLOYMENT, LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.38% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES
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- 301 OFFICE EXPENSE
 OFFICE SUPPLIES (5 EMPLOYEES @ \$100 EACH) \$500
 - 303 OFFICE FURNITURE & EQUIPMENT
 NEW OR REPLACEMENT OF MISC OFFICE EQUIPMENT FOR ASR 5 \$1,000
 - 304 DEPARTMENT EQUIPMENT EXPENSE
 CHLORINE POCKET COLORIMETER REPLACEMENTS (2 @ \$500 EA) \$1,000
 WATER SAMPLING STATIONS (2 @ \$2,000 EA) \$4,000
 REPLACEMENT PROBES FOR ON-LINE FLUORIDE ANALYZER (2 @ \$900 EA) \$1,800
 REPLACEMENT PROBES FOR ON-LINE CHLORINE ANALYZERS (2 @ \$1,200 EA) \$2,400
 ROSEMONT CHLORINE ANALYZER/PH METER MEMBRANE FILTERS \$2,000
 HACH PH/CONDUCTIVITY PROBE (2 @ \$1000 EA) \$2,000
 REPLACE IN-LINE FLUORIDE ANALYZER \$8,000
 REPLACEMENT OF MULTI-PRO AIR SENSOR (2 @2000) \$4,000
 PRESSURE TRANSDUCERS FOR ASR PROGRAM (2 @ \$2,000 EACH) \$4,000
 STORAGE SHELVING FOR STORAGE CONTAINERS \$4,000
 VALVE POSITION INDICATOR \$3,400
 PRV PRESSURE TRANSMITTERS (2@ 1200) \$2,400
 - 305 SPECIAL DEPARTMENT SUPPLIES
 TELEMETRY AND PRESSURE GAUGE SUPPLIES \$250
 REPLACEMENT OF TRAFFIC SAFETY EQUIPMENT/CONES AND SIGNING \$250
 HAND TOOLS, BATTERIES & BUILDING SUPPLIES \$500
 REPLACEMENT OF THREE VEHICLES (TOOLS,MATS, INVERTERS,ETC) \$3,000

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
307	MEMBERSHIP FEES										
	12,864		10,184		10,735		10,500	12,165		12,165	
308	PERIODICALS & SUBSCRIPTIONS										
	74		300		300		150	300		300	
317	COMPUTER EQUIPMENT										
	602										
318	COMPUTER SOFTWARE										
								13,500		13,500	
321	TRAVEL, TRAINING & SUBSISTENCE										
	2,882		3,482		6,900		5,600	7,780		7,780	
328	MEALS & RELATED EXPENSE										
			65								
341	COMMUNICATIONS EXPENSE										
	28,272		31,577		33,000		33,000	45,000		45,000	
351	UTILITIES EXPENSE										
	284,582		245,004		300,000		280,000	290,000		290,000	
361	UNIFORMS & SPECIAL CLOTHING										
	1,875		3,358		6,000		4,800	6,000		6,000	
381	BUILDING EXPENSE										
			9		20,000		10,000	20,000		20,000	
419	CHEMICAL & LABORATORY SUPPLIES										
	30,038		31,391		50,000		49,000	50,000		50,000	
425	DUMPING EXPENSES										
			35		500		500	500		500	
441	LINE MAINTENANCE										
	24,229		33,246		35,000		33,000	35,000		35,000	
461	SPECIAL EXPENSE										
					600		350	800		800	

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

307	MEMBERSHIP FEES NW AWWA SUBSECTION AND INDIVIDUAL AWWA MEMBERSHIP (5 @ \$100) \$500 OREGON DEPARTMENT OF HEALTH AUTHORITY RENEWAL (4@ \$210; 2 CROSS CONNECTION RENEWAL \$350) \$1,540 STATE FIRE MARSHALL HAZARDOUS MATERIALS PERMIT SITES 2 @ \$3400 EACH \$6,800 LIBRARY FOUNTAIN PERMIT \$300 OREGON ASSOCIATION OF WATER UTILITIES (SUPERVISOR AND 4 OPERATORS / \$80 EACH) \$400 PACIFIC NW SECTION AWWA /OREGON WATER UTILITIES COUNCIL \$2,100 OREGON DEPARTMENT OF HEALTH AUTHORITY- CROSS CONNECTION SERVICE FEE \$525
308	PERIODICALS & SUBSCRIPTIONS WATER QUALITY OPERATION AND MAINTENANCE MANUALS \$200 WATER TREATMENT MANUALS AND PERIODICALS ADDRESSING NEWEST EPA REGULATIONS \$100
317	COMPUTER EQUIPMENT NO APPROPRIATION REQUESTED
318	COMPUTER SOFTWARE SENSUS SUPPORT SOFTWARE FOR RADIO READ WATER METERS \$3,500 BACKFLOW SOFTWARE PLACEHOLDER \$10,000
321	TRAVEL, TRAINING & SUBSISTENCE ONE EMPLOYEE TACOMA, WA PNWAWWA CONFERENCE- \$660 CAR RENTAL PARKING, MEALS , LODGING, AND CONFERENCE ENTRANCE FEES \$3,000 AWWA SHORT SCHOOL TRAINING (4 @ \$200) \$800 AWWA WEBINAR \$220 TECHNICAL TRAINING SEMINAR ON INSTRUMENTATION \$400 OREGON ASSOCIATION OF WATER UTILITIES CONFERENCE \$700 RECERTIFICATION CROSS CONNECTION TRAINING \$1,000 MANAGER - AIR TRAVEL AND EXPENSES RELATED TO AWWA ANNUAL CONFERENCE AND EXPOSITION \$1,000
328	MEALS & RELATED EXPENSE FY 2017-18 REFLECTS THIS EXPENSE IS ACCOUNTED FOR IN THE PUBLIC WORKS ADMINSTRATION FUND
341	COMMUNICATIONS EXPENSE INTERNET CHARGES AND LOCAL EXCHANGE TELEPHONE LINES FOR THE WATER TELEMETRY SYSTEM, \$45,000
351	UTILITIES EXPENSE ELECTRICAL POWER EXPENSE TO PGE - ASR 1, ASR 2, ASR 4, FOUR PUMP STATIONS, 23 POWERED PRV STATIONS, FLUORIDE STATION. INCLUDES SOLAR PANEL EXPENSES AND REFLECTS ENERGY SAVINGS \$290,000
361	UNIFORMS & SPECIAL CLOTHING RAIN GEAR AND SAFETY GEAR AND PERSONEL PROTECTION GEAR (5 EMPLOYEES @ \$1,200 EA) \$6,000
381	BUILDING EXPENSE MISCELLANOUS EXPENSE FOR WATER SITE BUILDINGS/MAINTENANCE \$20,000
419	CHEMICAL & LABORATORY SUPPLIES VARIOUS CHEMICALS FOR WATER QUALITY SITES (FLUORIDE, SODIUM HYPOCHLORITE, DE-CLOR, VITA-CLOR, WATER TESTING CHEMICAL AND REAGENTS, ETC.) \$50,000
425	DUMPING EXPENSES LANDFILL DEBRIS DISPOSAL MISCELLANEOUS PROJECTS \$500
441	LINE MAINTENANCE CHLORINE AND FLUORIDE INJECTION EQUIPMENT, RESERVOIRS, PUMPS AND PUMPING RELATED ITEMS \$35,000
461	SPECIAL EXPENSE COMMERCIAL DRIVERS LICENSE AND RENEWAL \$200 OPERATOR CERTIFICATION TESTING AND PREP \$600

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	2016 - ACTUAL		2017 - ACTUAL		2018 BUDGETED		2018	2019 - RECOMD		2019 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE
511	PROFESSIONAL SERVICES										
	91,155		68,861		98,500		97,000	98,500		98,500	
536	MAINTENANCE CONTRACTS										
	17,918		23,102		27,500		23,000	33,500		33,500	
551	RENTS AND LEASES										
	597		616		2,800		1,400	2,984		2,984	
TOTAL CLASS: 10 MATERIALS & SERVICES											
	521,069		476,233		626,235		581,150	660,529		660,529	
CLASS: 15 CAPITAL OUTLAY											
641	VEHICLES										
								92,650		92,650	
671	EQUIPMENT										
	65,502		40,000		46,000		44,000	92,000		92,000	
TOTAL CLASS: 15 CAPITAL OUTLAY											
	65,502		40,000		46,000		44,000	184,650		184,650	
CLASS: 25 TRANSFERS											
803	TRSFER TO GENERAL FD-LANDSCAPE										
	63,613		69,355		80,215		80,215	83,669		83,669	
804	TRSFER - OPERATIONS ADMIN										
	105,990		197,088		273,225		273,225	288,261		288,261	
805	TRSFER TO G/F BLDG MAINT										
	14,322		20,687		18,448		18,448	20,886		20,886	
808	TRSFERS TO GIS PGRM (TO ISD FUND 2018-19)										
	82,949		101,395		165,166		165,166	179,079		179,079	
817	TRSFERS TO GARAGE FUND										
	87,404		40,360		44,598		44,598	50,114		50,114	
TOTAL CLASS: 25 TRANSFERS											
	354,278		428,885		581,652		581,652	622,009		622,009	
TOTAL PROGRAM: 0743 WATER SYSTEM QUALITY											
	1,347,511	3.50	1,380,791	3.50	1,726,612	3.50	1,655,894	2,161,591	5.50	2,161,591	5.50
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS											
	8,220,790	10.75	9,230,522	16.25	19,282,486	16.25	8,758,255	20,781,236	19.00	20,781,236	19.00
TOTAL FUND: 501 WATER FUND											
	10,933,228	14.19	12,171,591	20.69	25,563,527	21.69	13,903,420	26,334,954	25.88	26,334,954	25.88

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0743 WATER SYSTEM QUALITY

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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511 PROFESSIONAL SERVICES

TEST, REPAIR AND REPLACE (METERS, MOTORS, PUMPS, ETC) \$20,000
 CERTIFIED LABORATORY WATER QUALITY TESTING (EPA REGULATION) \$56,000
 TELEMETRY CONTROLLED MAINTENANCE & CALIBRATION \$15,000
 VIBRATION TESTING OF PUMPS AND MOTORS \$2,000
 COVERALL CLEANING \$500
 CALIBRATION FOR WATER GAUGES AND WATER LINE LOCATING EQUIPMENT \$3,000
 TELEMETRY REPAIR / LABOR \$2,000

536 MAINTENANCE CONTRACTS

ELECTRIC BACK-UP GENERATORS AT WATER SITES, TESTING (5 @ \$1,500) \$7,500
 GENERATOR REPAIR \$4,000
 HACH ON-LINE ANALYZER, MAINTENANCE AND CALIBRATION ON ALL HACH EQUIPMENT \$22,000

551 RENTS AND LEASES

MISCELLANEOUS EQUIPMENT RENTAL \$800
 STORAGE FOR ASR#5 CONSTRUCTION \$900
 ARCTIC STORAGE LOT LEASE \$1,284

641 VEHICLES

1 - REPLACEMENT FOR VEHICLE NO 2-663 (2008 CHEVY COLORADO) WITH FORD F-150 EXTENDED CAB
 INCLUDES SAFETY LIGHTING \$31,350
 1 - REPLACEMENT FOR VEHICLE NO. 2-662 (2007 CHEVY COLORADO) WITH TRANSIT CONNECT VAN
 INCLUDES SAFETY LIGHTING AND SHELVES \$30,650
 1 - NEW ADDITIONAL TRANSIT CONNECT VAN INCLUDES LIGHTING AND SHELVES \$30,650

671 EQUIPMENT

REPLACE AGING TELEMETRY EQUIPMENT AT 4 SITES @ \$23,000 EACH \$92,000

803 TRSFR TO GENERAL FD-LANDSCAPE

LANDSCAPE SERVICES ARE NOW PROVIDED BY THE GENERAL FUND (LANDSCAPE SERVICES WERE FORMERLY PROVIDED BY THE STREET FUND) IN ORDER TO MORE ACCURATELY REFLECT THE REGULATED USES OF GAS TAX REVENUES.

804 TRSFR - OPERATIONS ADMIN

ALLOCATION OF SERVICES PROVIDED BY THE OPERATIONS ADMINISTRATION FUND.

805 TRSFR TO G/F BLDG MAINT

ALLOCATION OF BUILDING MAINTENANCE SERVICES PROVIDED BY THE GENERAL FUND

808 TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)

ALLOCATION OF GEOGRAPHIC INFORMATION SERVICES

817 TRSFRS TO GARAGE FUND

ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND