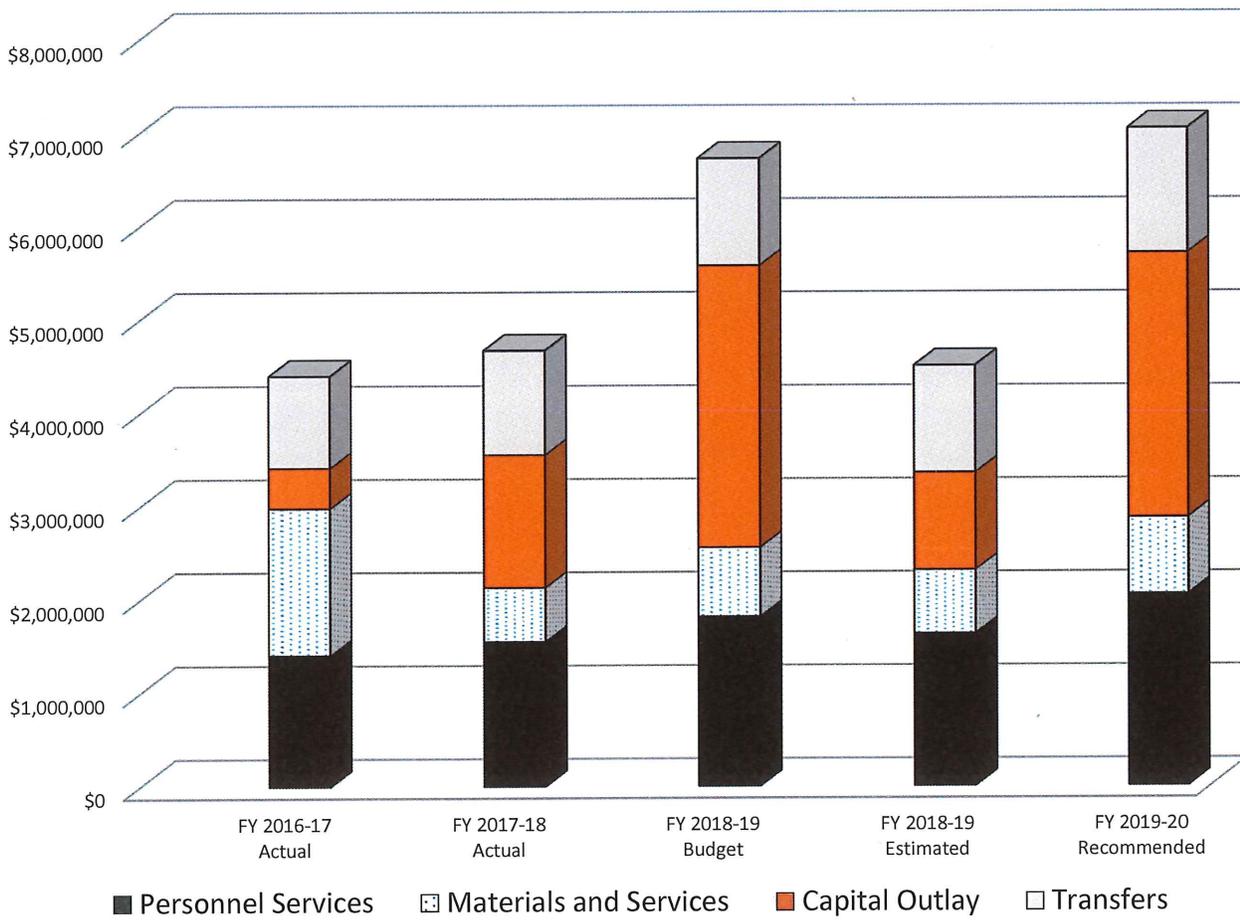


SEWER FUND SUMMARY RECOMMENDED FY 19-20



CITY OF BEAVERTON

BUDGET TREND ANALYSIS - FY 2016-17 TO FY 2019-20

With Explanations on Significant Changes between Budgeted 2018-19 and Recommended 2019-20

Fund:	Sewer - Summary					% Change
CLASS	Actual FY 2016-17	Actual FY 2017-18	Budget FY 2018-19	Estimated FY 2018-19	Recommended FY 2019-20	Budgeted Vs. Recommended
Personnel Services	\$1,405,678	\$1,549,782	\$1,816,019	\$1,632,593	\$2,053,082	13.05%
Materials and Services	1,577,047	581,264	742,451	680,555	821,836	10.69%
Capital Outlay	432,427	1,422,365	3,020,846	1,044,789	2,834,000	-6.19%
Transfers	987,251	1,120,304	1,147,370	1,147,370	1,331,667	16.06%
SUB-TOTAL	\$4,402,403	\$4,673,715	\$6,726,686	\$4,505,307	\$7,040,585	
Contingency			2,197,141		2,363,481	
Contingency - Dedicated			714,203		1,076,648	
Dedicated Surcharges			4,148,064		5,380,665	
Contingency - Equip.			382,776		496,439	
TOTAL	\$4,402,403	\$4,673,715	\$14,168,870	\$4,505,307	\$16,357,818	
FTE's	12.76	13.34	14.17		16.47	

Explanation of item(s) that are significant (10% and greater than \$10,000):

Personnel services:

FY 2019-20 reflects a net increase of 2.3 FTE consisting of: the transfer of .05 FTE Senior Accountant from the General Fund to the Sewer Fund to more accurately reflect the position's work plan; .5 FTE Engineering Associate; .5 FTE Public Works Lead, & 1.0 FTE Public Works Technician. The Recommended Budget also includes increases, COLA increases for BPA, SEIU, management averaging 2.87% in total, and a 3% VEBA (Voluntary Employees Beneficiary Association Plan) for management and a 1% increase to the VEBA for SEIU. Also shown are an average 0.63% increase in PERS contributions, medical insurance cost increase of 8% for Kaiser, 1.74% increase in MODA plans and 2% increase for Dental.

Materials and services:

FY 2019-20 includes a \$34,000 increase in bank service fees due in part to the withdrawal of 4,107 accounts from TVWD and now billed by the City of Beaverton; An increase of \$15,000 for utility locate charges, & \$60,000 for a SDC rate study.

Capital outlay:

No significant change

Transfers:

FY 2019-20 includes increases in transfers to General , Operations Admin, ISD, Insurance Funds totaling \$184,000.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET

FUND: 502 SEWER	SUMMARY FOR SEWER FUND: INCLUDING: CIP PROJECTS, FINANCE, AND PUBLIC WORKS
---------------------------	---

MISSION STATEMENT:

To provide a wastewater collection system that functions reliably, is routinely subject to preventive maintenance inspections and repairs, and satisfies all of the requirements of the Clean Water Act and Municipal Code. Provide assistance and recommendations to residents and property owners that experience problems with their private wastewater collection and piping systems. The sanitary sewer system is part of a regional system that relies upon cooperation of Clean Water Services and the other local units of government. As such it operates in a manner consistent with *Council Priority: Foster stronger intergovernmental relations with partner agencies* such as compliance with the Clean Water Act for the benefit of the Tualatin River watershed.

REQUIREMENTS	FY 2016-17 ACTUAL	FY 2017-18 ACTUAL	FY 2018-19 BUDGETED	FY 2019-20 PROPOSED	FY 2019-20 ADOPTED
POSITION	12.76	13.34	14.17	16.47	0.00
PERSONNEL SERVICES	\$1,405,678	\$1,549,782	\$1,816,019	\$2,053,082	\$0
MATERIALS & SERVICES	1,577,047	581,264	742,451	821,836	0
CAPITAL OUTLAY	432,427	1,422,365	3,020,846	2,834,000	0
TRANSFERS	987,251	1,120,304	1,147,370	1,331,667	0
CONTINGENCY	0	0	7,442,184	9,317,233	0
TOTAL	\$4,402,403	\$4,673,715	\$14,168,870	\$16,357,818	\$0

Funding Sources:	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20
Beginning Working Capital	\$8,075,808	\$8,995,209	\$9,015,970	\$9,363,518	\$0
Permits & Fees	112,880	112,509	125,000	125,000	0
Sewer Service Fees	4,956,232	4,098,239	4,085,000	4,285,000	0
Intergovernmental Revenue	0	0	668,000	2,211,000	0
Miscellaneous Revenues	252,689	483,725	274,900	373,300	0

Sewer Projects:	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20
3811 Sewer Collection System	\$278,501	\$190,745	\$386,194	\$2,211,000	\$0
3812 So. Cooper Mtn Sewer Infra. Proj	0	378,008	962,852	0	0
3813 Area 6B Cooper Mtn Sewer Proj.	0	0	0	100,000	0
3850 Maintenance & Replacement	144,371	307,221	1,297,500	488,000	0

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 502 SEWER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0740 ENTERPRISE MANAGEMENT & ADMIN.	PROGRAM MANAGER: DAVID WINSHIP

Program Goal:

Prepare, manage, interpret, and implement the city's sanitary sewer infrastructure master plan and the Capital Improvements Plan/Program (CIP). Preparation and implementation of the CIP includes activities such as problem identification, engineering planning and design, scheduling, and budgeting. This program provides expertise and policy recommendations regarding intergovernmental agreements with Clean Water Services (CWS) and other sanitary sewer/wastewater agencies.

REQUIREMENTS	FY 2016-17 ACTUAL	FY 2017-18 ACTUAL	FY 2018-19 BUDGETED	FY 2019-20 PROPOSED	FY 2019-20 ADOPTED
POSITION	2.94	2.94	3.44	4.19	0.00
PERSONNEL SERVICES	\$384,523	\$453,871	\$510,254	\$668,118	\$0
MATERIALS & SERVICES	27,271	47,295	59,910	122,488	0
CAPITAL OUTLAY					
TRANSFERS	759	61,027	27,296	18,640	0
TOTAL	\$412,553	\$562,193	\$597,460	\$809,246	\$0

Program Objective: Overall responsibility for management and implementation of the multi-year Capital Improvements Plan (CIP), including administration of the Sewer Fund budget, and coordination with Clean Water Services (CWS). Other key objectives include:

- Manage, interpret, and implement the City's sanitary sewer master plan, and prepare the annual update of sewer projects in the CIP.
- Manage the sewer surcharge program that funds the annual capital improvements projects related to sanitary sewer infrastructure that needs rehabilitation or replacement.
- Collaborate with CWS staff and other co-implementer cities on the regional sanitary sewer master plan. Provide expertise regarding the intergovernmental agreements with CWS. Represent the City at the monthly CWS Co-implementer and CIP Coordination meetings.
- Collaborate with City GIS staff and the Public Works Operations division on managing the City's sewer asset database. Support the Operations Division of Public Works in administering the sewer utility locates program and the yearly reporting to CWS.
- Provide expertise on regional and City design standards to the City's Public Works Department and the Site Development Division of CDD. Review all development projects for compliance to design standards and to ensure development improvements work within the existing sanitary sewer system.

Progress on FY 2018-19 Action Plan:

Master Plan Update

An update of the Sewer Master Plan was finalized (CIP No. 6000) for the entire city to evaluate system needs and requirements into the near future with project verification and identification. In addition, an updated to the South Cooper Mountain sewer master plan was completed and used to provide direction to developers on sewer line sizing and alignments within South Cooper Mountain.

Capital Improvements Plan

A list of sanitary sewer projects completed in FY 2018-19 is provided on page XXX.

CITY OF BEAVERTON, OREGON
 FISCAL YEAR 2019-20 BUDGET
 CURRENT LEVEL OF SERVICES

FUND: 502 SEWER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0740 ENTERPRISE MANAGEMENT & ADMIN.	PROGRAM MANAGER: DAVID WINSHIP

FY 2019-20 Action Plan:

Cooper Mountain UGB Expansion Conceptual Engineering

In December 2018 Metro Council approved an expansion of the urban growth boundary (UGB) that included Urban Reserve 6B. The Community Development Department will be launching the Cooper Mountain Community Plan that will include conceptual engineering to determine what infrastructure will be needed to support development in the expansion area.

Sanitary Sewer Service Development Charge (SDC) and Rate Study

Complete an evaluation of the current sewer SDCs and rates to determine whether or not changes need to be made be able to fund future sanitary sewer infrastructure improvements and rehabilitations identified in the updated Sanitary Sewer Master Plan.

Erickson Sewer Trunk Project

Design will be finalized and construction will begin on the Erikson Sewer Trunk project that is being funded by Clean Water Services and managed by City Engineering staff.

Capital Improvements Plan

Public Works Engineering and Operations Division staff will develop a 10-20 year rehab and replacement plan based on the priorities and recommendations in the updated Sanitary Sewer Master Plan. A list of sanitary sewer projects proposed in FY 2019-20 is provided on page XXX.

Performance Measures:	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budgeted	FY 2019-20 Proposed
Number of miles of sanitary sewer collection system (83% 8 inch dia., 17% 12 to 21 inch)	275	275.6	276.5	277.5
Number of sanitary sewer customer accounts served by the City of Beaverton	22,900	22,925	23,145	23,370
Number of miles of public sewer mainlines (6" and greater) replaced or structurally rehabilitated	0.8	0.7	0.6	0.8

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 502 SEWER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0753 SEWER SYSTEM MAINTENANCE	PROGRAM MANAGER: JESSE WILSON

Program Goal:

To provide a wastewater collection system that provides a safe and reliable conveyance mechanism for wastewater materials. Complete annual inspections of public wastewater lines to satisfy the requirements of the Clean Water Act. Eliminate wastewater system blockages and overflows by routinely inspecting known problem areas of the lines and by actively managing a program to eliminate the discharge of Fats, Oils and Greases (FOG) into the city's wastewater system.

REQUIREMENTS	FY 2016-17 ACTUAL	FY 2017-18 ACTUAL	FY 2018-19 BUDGETED	FY 2019-20 PROPOSED	FY 2019-20 ADOPTED
POSITION	6.44	6.60	6.50	7.50	0.00
PERSONNEL SERVICES	\$737,504	\$734,631	\$872,170	\$880,300	\$0
MATERIALS & SERVICES	1,330,351	275,933	310,675	313,468	0
CAPITAL OUTLAY	9,555	469,489	364,300	35,000	0
TRANSFERS	966,439	1,019,422	1,095,047	1,175,444	0
CONTINGENCY	0	0	7,442,184	9,317,233	0
TOTAL	\$3,043,849	\$2,499,475	\$10,084,376	\$11,721,445	\$0

This budget document reflects data reported to Clean Water Services (CWS) and the Department of Environmental Quality (DEQ). Key maintenance activities include cleaning the sanitary sewer collection system with high velocity water pressure, video scanning the trunk lines closed circuit cameras, removing roots through chemical treatment and cutting, assisting citizens with specific problems, and tracking and maintaining data on an asset management system.

SEWER INVENTORY SUMMARY

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Linear Feet of Sewer Pipe	1,511,250	1,454,335	1,454,421	1,458,115
Number of Manholes	8,082	7,768	7,779	7,813
Number of Clean-outs	449	461	461	462

Program Objectives:	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budgeted/Revised	FY 2019-20 Proposed
Routine Line Cleaning: Clean & remove debris from the sanitary sewer system every 4 years - lineal feet (LF)	365,000	363,585	363,605 / 364,529	364,529
Non-Routine Line Cleaning: Lines that require more frequent cleaning. (roots, flat grade, FOG) - LF	80,000	80,000	80,000 / 80,000	80,000
Video Inspection: Inspection of the sanitary sewer system every 8 years. - LF	188,906	181,795	181,802 / 182,264	182,264
Stream Corridor Surface inspections: Inspect bi-annually manholes (MH) that are off the street, along waterways or with limited access.	251	251	254 / 254	254

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 502 SEWER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0753 SEWER SYSTEM MAINTENANCE	PROGRAM MANAGER: JESSE WILSON

FY 2019-20 Action Plan:

As part of the Council Priorities: *Enhance communication to Council about upcoming events - cover the events well and represent at all events*, the Sewer Maintenance section attend several events (Public Works Week, Picnic at the Parks, Big Truck Day) with heavy equipment. Employees engage with residents and educate them on operation activities. Additionally, staff hand out flyers that explain the services staff provide.

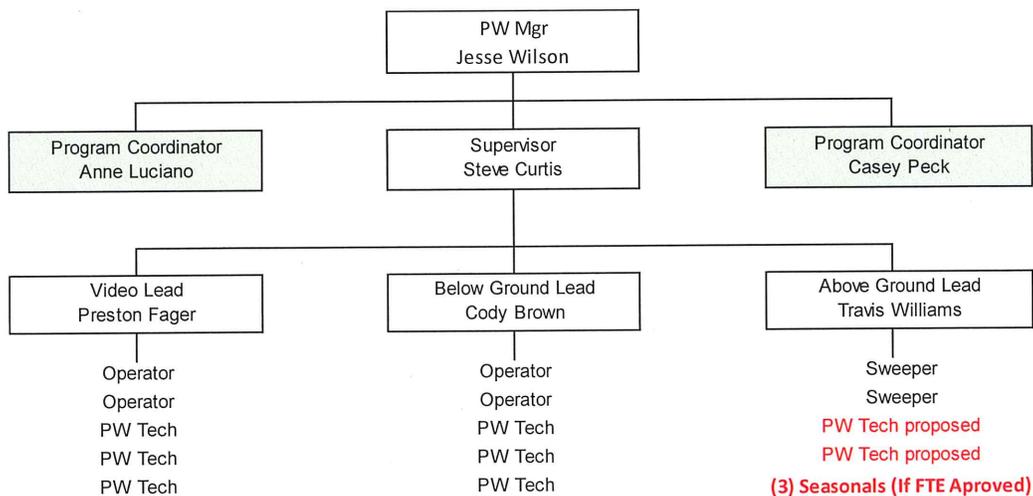
Performance Measures:	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budgeted/Revised	FY 2019-20 Proposed
Total footage of sanitary system pipe cleaned per quarter - lineal feet (LF)	91,250	91,000	91,000 / 100,000	110,000
Percent of sanitary system pipe cleaned annually	31%	31%	31% / 31%	31%
Total footage of sanitary system pipe inspected per quarter - LF	47,227	47,300	47,300 / 48,066	48,066
Percent of sanitary system pipe inspected annually	13%	12.5%	12.5% / 12.5%	12.5%
Total number of Stream Corridor Surface inspections	191 MH	133 MH	127 MH / 127 MH	127 MH

Performance Outcomes and Program Trends:

Under the National Pollutant Discharge Elimination System (NPDES) permit issued to CWS, the city is obligated by an inter-governmental agreement to clean the entire sanitary sewer system within its corporate boundaries a minimum of every four years and problem lines as necessary. The city must also do video inspections of the system every eight years, utilizing the current nationally recognized pipe scoring system.

Ultimately, the goal is to operate the collection system without having any sewer overflows. In order to eliminate grease related blockages and the maintenance costs associated with grease problems, a FOG program has now been active for more than eight years. The sewer staff contact apartment owners and other businesses as needed in areas with known FOG problems to establish the most effective maintenance frequency for their grease removal device.

Sewer & Storm Organizational Chart 2018



CITY OF BEAVERTON, OREGON
FISCAL YEAR 2019-20 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 502 SEWER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0757 SEWER CONSTRUCTION	PROGRAM MANAGER: MARK OLSON

Program Goal:

Improve the city's sanitary sewer infrastructure with a cost-effective repair program including line repair, manhole repair and replacement, correction of chronic system problems and other related construction activities. These projects promote city-wide beautification through replacement of deficient underground infrastructure which enhances reliability and reduces sewage overflows.

REQUIREMENTS	FY 2016-17 ACTUAL	FY 2017-18 ACTUAL	FY 2018-19 BUDGETED	FY 2019-20 PROPOSED	FY 2019-20 ADOPTED
POSITION	1.75	2.17	2.17	2.67	0.00
PERSONNEL SERVICES	\$137,425	\$223,122	\$240,836	\$297,688	\$0
MATERIALS & SERVICES	26,953	58,059	167,200	146,750	0
CAPITAL OUTLAY	0	76,902	10,000	0	0
TRANSFERS	18,390	38,517	23,364	135,932	0
TOTAL	\$182,768	\$396,600	\$441,400	\$580,370	\$0

Program Objectives:

Perform structural repairs to improve performance of the sanitary sewer system and to maintain system integrity. Such activities are an essential element in achieving a reliable and compliant underground infrastructure. *Continue to work with CWS by applying their guidelines to our service levels* (Community Partners).

Progress on FY 2018-19 Action Plan:

The construction crew continued to repair and replace deficiencies found through maintenance activities to existing infrastructure and complete rehabilitation projects identified by maintenance video inspection and the engineering division.

FY 2019-20 Action Plan:

- Work with engineering to develop a 5 year plan for pipe and structural repairs identified by maintenance and the Sewer Master Plan
- Assist in responding to sanitary sewer overflows as needed.

Performance Measures:	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budgeted/Revised	FY 2019-20 Proposed
Repairs to existing sewer lines	3	4	3 / 4	3
Rehabilitation project structures	8	5	3 / 4	5
Number of structure repairs per year	79	32	60 / 40	40

Performance Outcomes and Program Trends:

This program involves routine construction to rehabilitate, repair, and replace deficient or failing pipes and structures. Perform maintenance repairs as recommended by sewer maintenance video inspection. Perform small projects as identified.

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 03 REVENUE

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301 BEGINNING WORKING CAPITAL

	-8,075,808		-8,995,209		-9,015,970		-9,015,970	-9,015,970		-9,503,372		-9,363,518		
--	------------	--	------------	--	------------	--	------------	------------	--	------------	--	------------	--	--

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-8,075,808		-8,995,209		-9,015,970		-9,015,970	-9,015,970		-9,503,372		-9,363,518		
--	------------	--	------------	--	------------	--	------------	------------	--	------------	--	------------	--	--

CLASS: 15 INTERGOVERNMENTAL REVENUE

329 OTHER INTERGOVERNMENTAL REV

					-668,000			-150,000		-1,967,000		-2,211,000		
--	--	--	--	--	----------	--	--	----------	--	------------	--	------------	--	--

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

					-668,000			-150,000		-1,967,000		-2,211,000		
--	--	--	--	--	----------	--	--	----------	--	------------	--	------------	--	--

CLASS: 20 PERMITS & FEES

357 SEWER CONNECTION FEES

	-112,880		-112,509		-125,000		-78,489	-100,000		-125,000		-125,000		
--	----------	--	----------	--	----------	--	---------	----------	--	----------	--	----------	--	--

TOTAL CLASS: 20 PERMITS & FEES

	-112,880		-112,509		-125,000		-78,489	-100,000		-125,000		-125,000		
--	----------	--	----------	--	----------	--	---------	----------	--	----------	--	----------	--	--

CLASS: 25 SERVICE FEES

363 SEWER SERVICE SALES

	-3,751,420		-2,861,258		-2,885,000		-2,917,613	-2,947,000		-3,035,000		-3,035,000		
--	------------	--	------------	--	------------	--	------------	------------	--	------------	--	------------	--	--

367 UTILITY SURCHARGE

	-1,232,038		-1,266,017		-1,250,000		-997,395	-1,250,000		-1,300,000		-1,300,000		
--	------------	--	------------	--	------------	--	----------	------------	--	------------	--	------------	--	--

369 UTILITY SALES ALLOWANCES

	27,226		29,036		50,000		21,423	50,000		50,000		50,000		
--	--------	--	--------	--	--------	--	--------	--------	--	--------	--	--------	--	--

TOTAL CLASS: 25 SERVICE FEES

	-4,956,232		-4,098,239		-4,085,000		-3,893,585	-4,147,000		-4,285,000		-4,285,000		
--	------------	--	------------	--	------------	--	------------	------------	--	------------	--	------------	--	--

CLASS: 35 MISCELLANEOUS REVENUES

382 SALE OF CITY OR BURA PROPERTY

259

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 03 REVENUE

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD		2019		2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	-9,880		-29,743				-32,225	-5,225								
384	INVESTMENT INTEREST EARNINGS															
	-107,656		-196,658		-196,900		-160,446	-227,300	-265,300		-265,300					
389	MISCELLANEOUS REVENUES															
	-8,475		-67,171				-35	-35								
394	MISC INTEREST EARNINGS															
	-25,562		-26,091		-28,000			-28,000	-28,000		-28,000					
398	SRVS PROVIDED TO OTHER FUNDS															
	-93,061		-159,122		-50,000		-91,955	-100,000	-80,000		-80,000					
399	REIMBURSEMENTS - OTHER															
	-116		-171				-91,078	-91,078								
757	MED/LIFE INS PREM REFUND DISTRIBUTION															
	-7,939		-4,769				-4,217	-4,217								
TOTAL CLASS: 35 MISCELLANEOUS REVENUES																
	-252,689		-483,725		-274,900		-379,956	-455,855	-373,300		-373,300					
TOTAL DEPARTMENT: 03 REVENUE																
	-13,397,609		-13,689,682		-14,168,870		-13,368,000	-13,868,825	-16,253,672		-16,357,818					

260

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER													
	33,040	.25	33,165	.25	34,510	.25	26,775	34,427	36,565	.25	36,215	.25		
051	CITY ENGINEER													
	40,079	.34	42,876	.34	45,188	.34	33,813	45,083	47,038	.34	46,588	.34		
068	ENGINEERING ASSOCIATE													
					18,727	.50		13,267	79,689	1.00	79,689	1.00		
084	PROJECT ENGINEER 1													
	172,982	2.10	199,799	2.10	206,709	2.10	154,901	206,379	216,168	2.10	214,071	2.10		
123	ENGINEERING TECH 2													
											17,659	.25		
221	SUPPORT SPECIALIST 2													
	11,005	.25	11,860	.25	12,825	.25	9,454	12,772	14,017	.25	14,017	.25		
299	PAYROLL TAXES AND FRINGES													
	127,417		166,171		192,295		139,067	183,364	241,283		259,879			
TOTAL CLASS: 05 PERSONNEL SERVICES														
	384,523	2.94	453,871	2.94	510,254	3.44	364,010	495,292	634,760	3.94	668,118	4.19		

CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT													
					1,250			1,250						
305	SPECIAL DEPARTMENT SUPPLIES													
		100			400		220	400	400		400			
307	MEMBERSHIP FEES													
	663		160		1,775			1,175	1,375		1,375			
317	COMPUTER EQUIPMENT													
					1,940		951	1,983						
318	COMPUTER SOFTWARE													
			2,000		500			500						
321	TRAVEL, TRAINING & SUBSISTENCE													

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	1,886		3,464		10,250		1,453	4,000	10,063		10,063			
330	MILEAGE REIMBURSEMENT													
			12		200			200	200		200			
341	COMMUNICATIONS EXPENSE													
	740				125									
361	UNIFORMS & SPECIAL CLOTHING													
			448		450		193	450	450		450			
511	PROFESSIONAL SERVICES													
	23,982		41,111		43,020		33,764	43,020	110,000		110,000			
TOTAL CLASS: 10 MATERIALS & SERVICES														
	27,271		47,295		59,910		36,581	52,978	122,488		122,488			
CLASS: 25 TRANSFERS														
816	TRSFERS TO REPROGRAPHICS FUND													
	759		817		1,387		307	1,387	583		550			
835	TRSFER TO GF, BVTN BLDG OPERATIONS													
			25,834		12,917		10,764	12,917	10,229		10,229			
836	TRSFER TO GF, BVTN BLDG DEBT SVC													
			34,376		12,992		10,827	12,992	7,861		7,861			
TOTAL CLASS: 25 TRANSFERS														
	759		61,027		27,296		21,898	27,296	18,673		18,640			
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING														
	412,553	2.94	562,193	2.94	597,460	3.44	422,489	575,566	775,921	3.94	809,246	4.19		

262

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

049 PROG COORDINATOR -PUBLIC WORKS

88,865 1.00 1.00 61,537 1.00 44,105 59,484 82,001 1.00 77,089 1.00

057 PUBLIC WORKS SUPERVISOR

33,734 .75 39,308 .50 41,475 .50 29,281 37,647 38,666 .50 36,097 .50

112 PUBLIC WORKS MANAGER 3

38,446 .34 86,014 .83 90,254 .83 100,935 90,656 87,153 .83 86,307 .83

170 PUBLIC WORKS LEAD

32,189 .50 50,771 .84 55,797 .84 38,389 47,944 68,585 .84 88,722 1.34

176 PUBLIC WORKS EQUIPMNT OPERATOR

174,337 2.50 168,479 2.50 162,451 2.50 115,228 148,489 177,799 2.50 171,459 2.50

177 PUBLIC WORKS TECHNICIAN

151,256 3.00 152,060 3.00 169,126 3.00 119,459 159,869 177,921 3.00 209,174 4.00

188 INVENTORY CONTROL TECHNICIAN

5,502 .10 6,329 .10

274 SEASONAL WORKFORCE

5,515 13,974 33,000 16,566 33,000 33,000 33,000

275 TEMPORARY EMPLOYEES

6,786 45,897 22,000 10,576 10,574

299 PAYROLL TAXES AND FRINGES

338,299 394,921 477,366 302,155 366,024 413,819 476,140

TOTAL CLASS: 05 PERSONNEL SERVICES

874,929 8.19 957,753 8.77 1,113,006 8.67 776,694 953,687 1,078,944 8.67 1,177,988 10.17

CLASS: 10 MATERIALS & SERVICES

303 OFFICE FURNITURE & EQUIPMENT

2,948 1,400 1,028 1,200 900 900

304 DEPARTMENT EQUIPMENT EXPENSE

8,807 9,772 14,000 2,689 8,000 10,000 10,000

305 SPECIAL DEPARTMENT SUPPLIES

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	28,452		24,776		30,600		21,099	16,500	27,300		24,800			
307	MEMBERSHIP FEES													
	455		270		300			160	320		320			
317	COMPUTER EQUIPMENT													
	381				3,000		2,735	3,000						
318	COMPUTER SOFTWARE													
	12,177		1,480											
321	TRAVEL, TRAINING & SUBSISTENCE													
	6,918		7,279		7,200		998	5,700	13,213		12,463			
328	MEALS & RELATED EXPENSE													
	705													
351	UTILITIES EXPENSE													
			8		150									
361	UNIFORMS & SPECIAL CLOTHING													
	6,094		5,174		5,550		3,691	3,450	5,610		5,610			
419	CHEMICAL & LABORATORY SUPPLIES													
	332		1,975		2,000		197	1,500	2,000		2,000			
425	DUMPING EXPENSES													
	5,598		1,436		3,000		486	2,000	3,000		2,000			
434	CONSTRUCTION MATERIALS													
	11,310		1,060		35,000		61	10,000	25,000		20,000			
461	SPECIAL EXPENSE													
	77				100		72	100	125		125			
511	PROFESSIONAL SERVICES													
	82,266		81,270		163,955		149,010	155,500	159,000		159,000			
512	CITY RIGHT OF WAY FEES													
	1,191,268		194,006		206,000		149,788	190,000	220,000		220,000			
551	RENTS AND LEASES													
	2,464		2,538		5,620		904	2,500	3,000		3,000			

TOTAL CLASS: 10 MATERIALS & SERVICES

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	1,357,304		333,992		477,875		332,758	399,610	469,468		460,218			
CLASS: 15 CAPITAL OUTLAY														
641	VEHICLES				324,300		304,921	324,300						
670	ROLLING STOCK								90,000					
671	EQUIPMENT				50,000		31,409	49,989	35,000		35,000			
	9,555		546,391											
TOTAL CLASS: 15 CAPITAL OUTLAY														
	9,555		546,391		374,300		336,330	374,289	125,000		35,000			
CLASS: 25 TRANSFERS														
801	TRSFR TO GENERAL FD - OVERHEAD				241,331		201,109	241,331	261,176		261,176			
	253,271		222,162											
802	TRSFR TO GENERAL FD-ACCOUNTING				62,355		51,963	62,355	79,528		79,528			
	46,631		28,616											
803	TRSFR TO GENERAL FD-LANDSCAPE				16,734		13,945	16,734	17,654		17,654			
	13,871		16,043											
804	TRSFR - OPERATIONS ADMIN				131,538		109,615	131,538	128,851		140,175			
	163,634		134,074											
805	TRSFR TO G/F BLDG MAINT				8,199		6,833	8,199	8,457		8,457			
	8,775		9,471											
808	TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)				105,662		88,052	105,662	104,684		104,563			
	84,496		97,453											
817	TRSFRS TO GARAGE FUND				162,292		64,765	162,292	147,652		147,652			
	117,391		123,957											
818	TRSFRS TO ISD-ALLOCATED				225,663		188,053	225,663	256,801		256,500			
	153,597		184,126											
819	TRSFRS TO INSURANCE FUND				164,637		137,198	164,637	205,671		205,671			
	143,163		164,637											

265

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
829	TRSFERS TO STORM DRAIN FUND													
											90,000			
840	TRSFER TO INSURANCE FUND, WC													
			77,400											
TOTAL CLASS: 25 TRANSFERS														
	984,829		1,057,939		1,118,411		861,533	1,118,411	1,210,474		1,311,376			
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES														
986	RESERVE - DEDICATED SURCHARGES													
					4,148,064				5,372,552		5,380,665			
991	CONTINGENCY - UNRESERVED													
					2,197,141				2,698,007		2,363,481			
994	RESERVE - SDC													
					714,203				974,350		1,076,648			
996	RESERVE - EQUIPMENT REPLACEMT													
					382,776				496,439		496,439			
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES														
					7,442,184				9,541,348		9,317,233			
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS														
	3,226,617	8.19	2,896,075	8.77	10,525,776	8.67	2,307,315	2,845,997	12,425,234	8.67	12,301,815	10.17		

266

**SEWER FUND - PUBLIC WORKS
FY 2018-19 ADOPTED**

Code	Position Title	Actual FY 17-18	Adopted FY 18-19	New	Transfer	Reclass	Deleted	Ending FY 18-19
46	PRINCIPAL ENGINEER	0.25	0.25					0.25
49	PROG COORDINATOR -PUBLIC WORKS	1.00	1.00					1.00
51	CITY ENGINEER	0.34	0.34					0.34
57	PUBLIC WORKS SUPERVISOR	0.50	0.50					0.50
68	ENGINEERING ASSOCIATE	0.00	0.50					0.50
84	PROJECT ENGINEER 1	2.10	2.10					2.10
112	PUBLIC WORKS MANAGER 3	0.83	0.83					0.83
123	ENGINEERING TECH 2	0.00	0.00					0.00
170	PUBLIC WORKS LEAD	0.84	0.84					0.84
176	PUBLIC WORKS EQUIPMNT OPERATOR	2.50	2.50					2.50
177	PUBLIC WORKS TECHNICIAN	3.00	3.00					3.00
188	INVENTORY CONTROL TECHNICIAN	0.10	0.00					0.00
221	SUPPORT SPECIALIST 2	0.25	0.25					0.25
	Total	11.71	12.11	0.00	0.00	0.00	0.00	12.11

FY 2019-20 PROPOSED

Code	Position Title	Ending FY 18-19	New	Transfer	Reclass	Deleted	Proposed FY 19-20
46	PRINCIPAL ENGINEER	0.25					0.25
49	PROG COORDINATOR -PUBLIC WORKS	1.00					1.00
51	CITY ENGINEER	0.34					0.34
57	PUBLIC WORKS SUPERVISOR	0.50					0.50
68	ENGINEERING ASSOCIATE	0.50		0.50 ^a			1.00
84	PROJECT ENGINEER 1	2.10					2.10
112	PUBLIC WORKS MANAGER 3	0.83					0.83
123	ENGINEERING TECH 2	0.00		0.25 ^b			0.25
170	PUBLIC WORKS LEAD	0.84	0.50 ^c				1.34
176	PUBLIC WORKS EQUIPMNT OPERATOR	2.50					2.50
177	PUBLIC WORKS TECHNICIAN	3.00	1.00 ^d				4.00
188	INVENTORY CONTROL TECHNICIAN	0.00					0.00
221	SUPPORT SPECIALIST 2	0.25					0.25
	Total	12.11	1.50	0.75	0.00	0.00	14.36

- ^a FY 2019-20 reallocates one Engineering Associate position to more accurately reflect the position's time to 50% each in the Sewer and Storm Drain Funds.
- ^b FY 2019-20 reallocates an Engineering Technician position to more accurately reflect the position's time to 50% in the Water Fund, 25% in the Sewer Fund, and 25% in the Storm Drain Fund.
- ^c FY 2019-20 proposes a new 1 FTE Public Works Lead position that is allocated 50% each in the Sewer Fund and in the Storm Drain Fund.
- ^d FY 2019-20 proposes a new 1 FTE Public Works Technician position.

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301	BEGINNING WORKING CAPITAL												
		8,075,808	8,995,209	9,015,970		9,015,970	9,503,372			9,363,518			

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

		8,075,808	8,995,209	9,015,970		9,015,970	9,503,372			9,363,518			
--	--	-----------	-----------	-----------	--	-----------	-----------	--	--	-----------	--	--	--

CLASS: 15 INTERGOVERNMENTAL REVENUE

329	OTHER INTERGOVERNMENTAL REV			668,000		150,000	1,967,000			2,211,000			
-----	-----------------------------	--	--	---------	--	---------	-----------	--	--	-----------	--	--	--

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

				668,000		150,000	1,967,000			2,211,000			
--	--	--	--	---------	--	---------	-----------	--	--	-----------	--	--	--

CLASS: 20 PERMITS & FEES

357	SEWER CONNECTION FEES			125,000		100,000	125,000			125,000			
		112,880	112,509										

TOTAL CLASS: 20 PERMITS & FEES

		112,880	112,509	125,000		100,000	125,000			125,000			
--	--	---------	---------	---------	--	---------	---------	--	--	---------	--	--	--

CLASS: 25 SERVICE FEES

363	SEWER SERVICE SALES			2,885,000		2,947,000	3,035,000			3,035,000			
		3,751,420	2,861,258										

367	UTILITY SURCHARGE			1,250,000		1,250,000	1,300,000			1,300,000			
		1,232,038	1,266,017										

369	UTILITY SALES ALLOWANCES			-50,000		-50,000	-50,000			-50,000			
		-27,226	-29,036										

TOTAL CLASS: 25 SERVICE FEES

		4,956,232	4,098,239	4,085,000		4,147,000	4,285,000			4,285,000			
--	--	-----------	-----------	-----------	--	-----------	-----------	--	--	-----------	--	--	--

CLASS: 35 MISCELLANEOUS REVENUES

382	SALE OF CITY OR BURA PROPERTY					5,225							
		9,880	29,743										

384	INVESTMENT INTEREST EARNINGS			196,900		227,300	265,300			265,300			
		107,656	196,658										

389	MISCELLANEOUS REVENUES							35					
		8,475	67,171										

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

329 OTHER INTERGOVERNMENTAL REV

FY 2018-19 FROM CWS
 6006 ERICKSON TRUNK UPSIZING PROJECT BUDGETED \$668,000 ESTIMATED \$393.274
 FY 2019-20 FROM CWS:
 6006 ERIKSON TRUNK UPSIZING PROJECT (6TH ST - 10TH ST) \$2,211,000

357 SEWER CONNECTION FEES

SDC'S COLLECTED AND SPLIT WITH CLEAN WATER SERVICES (CWS) 96% AND CITIES 4%
 FY 16-17 DATA IS BASED UPON 19 SINGLE FAMILY RESIDENTIAL UNITS, 350 MULTI FAMILY
 FAMILY UNITS AND 12 NEW COMMERCIAL BUILDINGS
 FY 17-18 DATA IS BASED UPON 64 SINGLE FAMILY RESIDENTIAL UNITS, 230 MULTI FAMILY
 FAMILY UNITS AND 12 NEW COMMERCIAL BUILDINGS
 FY 18-19 ESTIMATED IS BASED UPON 180 SINGLE FAMILY RESIDENTIAL UNITS, 352 MULTI FAMILY
 FAMILY UNITS AND 15 NEW COMMERCIAL BUILDINGS
 FY 19-20 ESTIMATED IS BASED UPON 225 SINGLE FAMILY RESIDENTIAL UNITS, 575 MULTI FAMILY
 FAMILY UNITS AND 15 NEW COMMERCIAL BUILDINGS \$125,000

363 SEWER SERVICE SALES

CLEAN WATER SERVICES AGENCY SETS THE SEWER RATES FOR THE REGION
 FY 17-18 REFLECTS A 3% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6%
 FY 18-19 REFLECTS A 3% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6%
 FY 19-20 REFLECTS A 3% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6% \$3,035,000

367 UTILITY SURCHARGE

\$2 PER EDU SURCHARGE DEDICATED TO THE SEWER LINE RENEWAL AND REPLACEMENT PROGRAM \$1,300,000

369 UTILITY SALES ALLOWANCES

ADJUSTMENTS TO A CUSTOMER'S WINTER WATER AVERAGE FOR LEAKS, VARIOUS BILLING
 ADJUSTMENTS, WRITE OFF OF UNCOLLECTIBLE ACCOUNTS, AND NSF HANDLING CHARGES -\$50,000

382 SALE OF CITY OR BURA PROPERTY

SALE OF SURPLUS EQUIPMENT AND VEHICLES

384 INVESTMENT INTEREST EARNINGS

INTEREST EARNINGS IS BASED ON AVAILABLE CASH BALANCES AND INTEREST RATES:
 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% FY 19-20 BUDGETED INTEREST EARNINGS ARE BASED
 UPON 3.00% \$265,300

389 MISCELLANEOUS REVENUES

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 03 REVENUE
 PROGRAM: 0000 UNRESTRICTED

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
394	MISC INTEREST EARNINGS												
	25,562		26,091		28,000		28,000	28,000		28,000		28,000	
398	SRVS PROVIDED TO OTHER FUNDS												
	93,061		159,122		50,000		100,000	80,000		80,000		80,000	
399	REIMBURSEMENTS - OTHER												
	116		171				91,078						
757	MED/LIFE INS PREM REFUND DISTRIBUTION												
	7,939		4,769				4,217						
TOTAL CLASS: 35 MISCELLANEOUS REVENUES													
	252,689		483,725		274,900		455,855	373,300		373,300		373,300	
TOTAL PROGRAM: 0000 UNRESTRICTED													
	13,397,609		13,689,682		14,168,870		13,868,825	16,253,672		16,357,818		16,357,818	
TOTAL DEPARTMENT: 03 REVENUE													
	13,397,609		13,689,682		14,168,870		13,868,825	16,253,672		16,357,818		16,357,818	

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
DEPT: 03 REVENUE
PROGRAM: 0000 UNRESTRICTED

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

394	MISC INTEREST EARNINGS REVENUES FROM DELINQUENT CHARGES ASSESSED THROUGH THE CITY'S UTILITY BILLING SYSTEM \$28,000
398	SRVS PROVIDED TO OTHER FUNDS REIMBURSEMENTS RECEIVED FROM OTHER FUNDS FOR PROVIDING IN-HOUSE ENGINEERING AND CAPITAL PROJECT CONSTRUCTION AND UTILITY LOCATE PROGRAM SERVICES. \$80,000
399	REIMBURSEMENTS - OTHER
757	MED/LIFE INS PREM REFUND DISTRIBUTION MODA MEDICAL INSURANCE PREMIUM EXPERIENCE REBATE DISTRIBUTION TO OPERATING FUNDS

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER												
	33,040	.25	33,165	.25	34,510	.25	34,427	36,565	.25	36,215	.25		
051	CITY ENGINEER												
	40,079	.34	42,876	.34	45,188	.34	45,083	47,038	.34	46,588	.34		
068	ENGINEERING ASSOCIATE												
					18,727	.50	13,267	79,689	1.00	79,689	1.00		
084	PROJECT ENGINEER 1												
	172,982	2.10	199,799	2.10	206,709	2.10	206,379	216,168	2.10	214,071	2.10		
123	ENGINEERING TECH 2												
										17,659	.25		
221	SUPPORT SPECIALIST 2												
	11,005	.25	11,860	.25	12,825	.25	12,772	14,017	.25	14,017	.25		
299	PAYROLL TAXES AND FRINGES												
	127,417		166,171		192,295		183,364	241,283		259,879			

TOTAL CLASS: 05 PERSONNEL SERVICES

	384,523	2.94	453,871	2.94	510,254	3.44	495,292	634,760	3.94	668,118	4.19		
--	---------	------	---------	------	---------	------	---------	---------	------	---------	------	--	--

CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT												
					1,250		1,250						
305	SPECIAL DEPARTMENT SUPPLIES												
		100		400		400		400		400			
307	MEMBERSHIP FEES												
	663		160		1,775		1,175	1,375		1,375			
317	COMPUTER EQUIPMENT												
					1,940		1,983						
318	COMPUTER SOFTWARE												
		2,000		500		500							
321	TRAVEL, TRAINING & SUBSISTENCE												
	1,886		3,464		10,250		4,000	10,063		10,063			

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 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.
 - 051 CITY ENGINEER
 POSITION ALLOCATED 34% 502-72-0740, 33% 513-72-0740 AND 33% 101-72-0735.
 - 068 ENGINEERING ASSOCIATE
 FY 2018-19 REFLECTS A NEW 1 FTE ENGINEERING ASSOCIATE ADDED MID-YEAR VIA AGENDA BILL 19046 WHICH IS ALLOCATED 50/50 IN SEWER FUND AND STORM FUND.
 FY 2019-20 REFLECTS 1 FTE'S ALLOCATION CHANGING FROM 100% IN GENERAL FUND (001-72-0703) TO 50/50 IN SEWER & STORM FUNDS (502-72-0740 / 513-72-0740)
 - 084 PROJECT ENGINEER 1
 - 123 ENGINEERING TECH 2
 FY 2019-20 REFLECTS 1 FTE ET2 TRANSFERRED FROM THE GENERAL FUND - ENGINEERING TO 50 / 25 / 25 IN WATER FUND / SEWER FUND / STORM DRAIN FUND - ENTERPRISE MGMT PROGRAM.
 - 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 58.14% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 34.14% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 23.22% FOR RETIREMENT CONTRIBUTIONS (28.45% PERS. 19.45% OPSRP GENERAL OR 24.08% OPSRP POLICE), AND 3.27% IN OTHER TAXES (UNEMPLOYMENT, LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.00% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES
-
- 303 OFFICE FURNITURE & EQUIPMENT
 FY 2018-19 REFLECTS FURNITURE FOR THE NEW ENGINEERING ASSOCIATE POSITION
 - 305 SPECIAL DEPARTMENT SUPPLIES
 MISCELLANEOUS SUPPLIES AND MATERIALS \$400
 - 307 MEMBERSHIP FEES
 1 - DEQ GRADE 4 WASTEWATER SYSTEM OPR CERT \$300
 3 - PROFESSIONAL ENGINEER LICENSE RENEWAL (\$200/EA) (AJ, GH, FH) \$600
 1 - OAWU (OREGON ASSOCIATION OF WATER UTILITIES) \$75
 3 - AMERICA PUBLIC WORKS ASSOCIATION MEMBERSHIP (\$200EA) (FH, GH) \$400
 - 317 COMPUTER EQUIPMENT
 - 318 COMPUTER SOFTWARE
 NO APPROPRIATION REQUESTED
 - 321 TRAVEL, TRAINING & SUBSISTENCE
 TRAVEL EXPENSES FOR CIVIL 3D TRAINING
 2 - TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (2 PROJ ENGS) (AJ, GH) \$1,350
 1 - TRAVEL AND TRAINING TO MAINTAIN ENGINEERING LICENSE (CITY ENGINEER) \$900
 2 - AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 PE) (FH, GH) \$3,000
 2 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE) (GH, FH) \$3,000
 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,313 1 - TRAINING FOR ASSOCIATE ENGINEER \$500

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
330	MILEAGE REIMBURSEMENT		12		200		200	200		200			
341	COMMUNICATIONS EXPENSE		740		125								
361	UNIFORMS & SPECIAL CLOTHING		448		450		450	450		450			
511	PROFESSIONAL SERVICES		23,982		41,111		43,020	43,020	110,000	110,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	27,271		47,295		59,910		52,978	122,488		122,488			
CLASS: 25 TRANSFERS													
816	TRSFERS TO REPROGRAPHICS FUND		759		817		1,387	1,387	583	550			
835	TRSFER TO GF, BVTN BLDG OPERATIONS		25,834		12,917		12,917	12,917	10,229	10,229			
836	TRSFER TO GF, BVTN BLDG DEBT SVC		34,376		12,992		12,992	12,992	7,861	7,861			
TOTAL CLASS: 25 TRANSFERS													
	759		61,027		27,296		27,296	18,673		18,640			
TOTAL PROGRAM: 0740 ENTERPRISE MGMT & ADMIN													
	412,553	2.94	562,193	2.94	597,460	3.44	575,566	775,921	3.94	809,246	4.19		
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING													
	412,553	2.94	562,193	2.94	597,460	3.44	575,566	775,921	3.94	809,246	4.19		

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0740 ENTERPRISE MGMT & ADMIN

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 330 MILEAGE REIMBURSEMENT
 USE OF PERSONAL VEHICLE BY CITY ENGINEER FOR CITY BUSINESS \$200
- 341 COMMUNICATIONS EXPENSE
 FY 2017-18 REFLECTS THIS EXPENSE IS ACCOUNTED FOR IN THE PUBLIC WORKS ADMINISTRATION FUND
- 361 UNIFORMS & SPECIAL CLOTHING
 3 - RAINGEAR, FOOTWEAR, CLOTHING, JACKETS, HARD HATS, VESTS & SAFETY EQUIP (\$150/EMP) \$450
- 511 PROFESSIONAL SERVICES
 CONSULTING SERVICES FOR MODELING AND MAPPING OF SMALL PROJECTS \$20,000
 UTILITY LOCATE CHARGES \$30,000
 RATE STUDY AND CITY OF BEAVERTON SEWER SDC \$60,000

- 816 TRSFERS TO REPROGRAPHICS FUND
 ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING, & POSTAGE CHARGES THROUGH REPROGRAPHICS \$550
- 835 TRSFR TO GF, BVTN BLDG OPERATIONS
 FY 18: BEAVERTON BLDG OPERATING EXPENSE ALLOCATION FOR FY16-17 AND FY17-18 (\$12,917/YR.) BEAVERTON BUILDING
 OPERATING EXPENSE ALLOCATION \$10,229
- 836 TRSFR TO GF, BVTN BLDG DEBT SVC
 FY 18: BEAVERTON BLDG DEBT SERVICE EXPENSE ALLOCATION FOR FY16-17 AND FY17-18 (\$17,188/YR.) BEAVERTON
 BUILDING DEBT SERVICE EXPENSE ALLOCATION \$7,861

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

049	PROG COORDINATOR -PUBLIC WORKS												
	88,865	1.00		1.00	61,537	1.00	59,484	82,001	1.00	77,089	1.00		
057	PUBLIC WORKS SUPERVISOR												
	12,801	.50	39,308	.50	41,475	.50	37,647	38,666	.50	36,097	.50		
112	PUBLIC WORKS MANAGER 3												
	38,446	.34	57,921	.50	59,262	.50	59,673	53,283	.50	52,765	.50		
170	PUBLIC WORKS LEAD												
	32,189	.50	28,885	.50	31,269	.50	30,221	42,483	.50	40,618	.50		
176	PUBLIC WORKS EQUIPMNT OPERATOR												
	139,720	2.00	133,252	2.00	128,048	2.00	115,790	140,775	2.00	136,072	2.00		
177	PUBLIC WORKS TECHNICIAN												
	120,052	2.00	107,902	2.00	120,336	2.00	109,602	121,246	2.00	154,936	3.00		
188	INVENTORY CONTROL TECHNICIAN												
	5,502	.10	6,329	.10									
274	SEASONAL WORKFORCE												
	611		13,974		33,000		33,000	33,000		33,000			
275	TEMPORARY EMPLOYEES												
	6,786		45,897		22,000		10,574						
299	PAYROLL TAXES AND FRINGES												
	292,532		301,163		375,243		274,841	309,942		349,723			

TOTAL CLASS: 05 PERSONNEL SERVICES

	737,504	6.44	734,631	6.60	872,170	6.50	730,832	821,396	6.50	880,300	7.50		
--	---------	------	---------	------	---------	------	---------	---------	------	---------	------	--	--

CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT												
			2,948		1,400		1,200	900		900			
304	DEPARTMENT EQUIPMENT EXPENSE												
	6,088		6,582		9,000		5,000	5,000		5,000			
305	SPECIAL DEPARTMENT SUPPLIES												
	24,035		22,605		23,100		13,000	19,800		19,800			
307	MEMBERSHIP FEES												
	455		270		300		160	320		320			
317	COMPUTER EQUIPMENT												
	381				3,000		3,000						

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 049 PROG COORDINATOR -PUBLIC WORKS
- 057 PUBLIC WORKS SUPERVISOR
 THIS POSITION IS SPLIT 50/50 IN THE SEWER FUND AND THE STORM DRAIN FUND (513-85-0734)
- 112 PUBLIC WORKS MANAGER 3
 POSITION FUNDED BY STREET FUND, STORM DRAIN FUND, AND SEWER FUND.
 FY 17-18 FTE REFLECTS INCREASE DUE TO POSITION REALLOCATION DUE TO REORGANIZATION.
- 170 PUBLIC WORKS LEAD
- 176 PUBLIC WORKS EQUIPMNT OPERATOR
- 177 PUBLIC WORKS TECHNICIAN
 FY 2019-20 REFLECTS A NEW 1 FTE PW TECH POSITION.
- 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.
- 274 SEASONAL WORKFORCE
 SEASONAL HELP TO ASSIST IN MANHOLE SEALING AND POST AND BRUSH DUTIES
- 275 TEMPORARY EMPLOYEES
 NO APPROPRIATION REQUESTED
- 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY
 TOTALS 58.14% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 34.14% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 23.22% FOR
 RETIREMENT CONTRIBUTIONS (28.45% PERS. 19.45% OPSRP GENERAL OR
 24.08% OPSRP POLICE), AND 3.27% IN OTHER TAXES (UNEMPLOYMENT,
 LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.00% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES

- 303 OFFICE FURNITURE & EQUIPMENT
 3-OFFICE CHAIRS \$900
- 304 DEPARTMENT EQUIPMENT EXPENSE
 NOZZLES \$5,000
- 305 SPECIAL DEPARTMENT SUPPLIES
 VIDEO SUPPLIES \$5,000
 ROOT CUTTING AND LINE CLEANING SUPPLIES \$1,500
 TRAFFIC CONTROL DEVICES \$2,000
 MISC SMALL TOOLS \$1,000
 HOSE REPLACEMENT FOR JET ROODER (2@1,000) & VACTOR (800') @ \$3.66/FT \$10,300
- 307 MEMBERSHIP FEES
 DEQ COLLECTION CERTIFICATION (2 @ \$160 EA) \$320
- 317 COMPUTER EQUIPMENT
 NO APPROPRIATION REQUESTED

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
318	COMPUTER SOFTWARE												
	12,177		1,480										
321	TRAVEL, TRAINING & SUBSISTENCE												
	3,917		5,576		5,250		4,500	10,663		10,663			
328	MEALS & RELATED EXPENSE												
	508												
351	UTILITIES EXPENSE												
			8		150								
361	UNIFORMS & SPECIAL CLOTHING												
	2,923		3,636		3,600		1,500	3,660		3,660			
419	CHEMICAL & LABORATORY SUPPLIES												
	332		1,975		2,000		1,500	2,000		2,000			
425	DUMPING EXPENSES												
	5,598				1,000		1,000	1,000		1,000			
461	SPECIAL EXPENSE												
	77				100		100	125		125			
511	PROFESSIONAL SERVICES												
	81,360		35,578		53,455		45,000	49,000		49,000			
512	CITY RIGHT OF WAY FEES												
	1,191,268		194,006		206,000		190,000	220,000		220,000			
551	RENTS AND LEASES												
	1,232		1,269		2,320		1,500	1,000		1,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	1,330,351		275,933		310,675		267,460	313,468		313,468			
CLASS: 15 CAPITAL OUTLAY													
641	VEHICLES												
					324,300		324,300						
671	EQUIPMENT												
	9,555		469,489		40,000		40,000	35,000		35,000			
TOTAL CLASS: 15 CAPITAL OUTLAY													
	9,555		469,489		364,300		364,300	35,000		35,000			
CLASS: 25 TRANSFERS													
801	TRSFR TO GENERAL FD - OVERHEAD												
	253,271		222,162		241,331		241,331	261,176		261,176			
802	TRSFR TO GENERAL FD-ACCOUNTING												
	46,631		28,616		62,355		62,355	79,528		79,528			

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

318	COMPUTER SOFTWARE NO APPROPRIATION REQUESTED
321	TRAVEL, TRAINING & SUBSISTENCE 4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE @ \$225/EA \$900 2 - FALL AWWA CONFERENCE WITH 3 NIGHT STAY (\$700 REGISTRATION + \$1000 T&S) \$1,700 4 - SPRING AWWA CONFERENCE WITH 3 NIGHT STAY (\$1400 REGISTRATION + \$2000 T&S) \$3,400 PACP USER CONFERENCE @ \$800 EACH \$800 2 - JET RODDER REFRESHER @ \$275 EACH \$550 1- APWA SEATTLE CONFERENCE \$2,000 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,313
328	MEALS & RELATED EXPENSE FY 2017-18 REFLECTS THIS EXPENSE IS ACCOUNTED FOR IN THE PUBLIC WORKS ADMINISTRATION FUND
351	UTILITIES EXPENSE
361	UNIFORMS & SPECIAL CLOTHING 6 EMPLOYEES @ \$610/EA \$3,660
419	CHEMICAL & LABORATORY SUPPLIES GASES FOR ATMOSPHERIC TESTERS \$1,500 GREASE AND ROOT ABATEMENT \$500
425	DUMPING EXPENSES LANDFILL DEBRIS DISPOSAL \$1,000
461	SPECIAL EXPENSE COMMERCIAL DRIVERS LICENSE AND RENEWAL \$125
511	PROFESSIONAL SERVICES SPECIALIZED EQUIPMENT REPAIRS OF GAS MONITORS \$2,000 VIDEO CAMERA RELATED EQUIPMENT REPAIR \$12,000 UNDERGROUND UTILITY LOCATES \$35,000
512	CITY RIGHT OF WAY FEES THIS ACCOUNT WAS ESTABLISHED TO ACCOUNT FOR THE PAYMENT IN LIEU OF 5% FRANCHISE FEES TO THE GENERAL FUND. \$220,000
551	RENTS AND LEASES MISC. RENTS AND LEASES \$1,000
641	VEHICLES NO APPROPRIATION REQUESTED
671	EQUIPMENT OPTICAL ZOOM VIDEO CAMERA FOR INSPECTING STORM LINES & TRACTOR. \$35,000
801	TRSFR TO GENERAL FD - OVERHEAD ALLOCATION OF OVERHEAD SERVICES PROVIDED BY THE GENERAL FUND 14.59% OF FY18-19 BUDGETED PERSONNEL SERVICES TOTAL EXPENDITURES \$261,176
802	TRSFR TO GENERAL FD-ACCOUNTING ALLOCATION OF ACCOUNTING SERVICES PROVIDED BY THE GENERAL FUND \$79,528

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
803	TRSFER TO GENERAL FD-LANDSCAPE												
	13,871		16,043		16,734		16,734	17,654		17,654			
804	TRSFER - OPERATIONS ADMIN												
	163,634		134,074		131,538		131,538	128,851		140,175			
805	TRSFER TO G/F BLDG MAINT												
	8,775		9,471		8,199		8,199	8,457		8,457			
808	TRSFERS TO GIS PGRM (TO ISD FUND 2018-19)												
	84,496		97,453		105,662		105,662	104,684		104,563			
817	TRSFERS TO GARAGE FUND												
	99,001		85,440		138,928		138,928	101,720		101,720			
818	TRSFERS TO ISD-ALLOCATED												
	153,597		184,126		225,663		225,663	256,801		256,500			
819	TRSFERS TO INSURANCE FUND												
	143,163		164,637		164,637		164,637	205,671		205,671			
840	TRSFER TO INSURANCE FUND, WC												
			77,400										
TOTAL CLASS: 25 TRANSFERS													
	966,439		1,019,422		1,095,047		1,095,047	1,164,542		1,175,444			
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES													
986	RESERVE - DEDICATED SURCHARGES												
					4,148,064			5,372,552		5,380,665			
991	CONTINGENCY - UNRESERVED												
					2,197,141			2,698,007		2,363,481			
994	RESERVE - SDC												
					714,203			974,350		1,076,648			
996	RESERVE - EQUIPMENT REPLACMT												
					382,776			496,439		496,439			
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES													
					7,442,184			9,541,348		9,317,233			
TOTAL PROGRAM: 0753 SEWER SYSTEM MAINTENANCE													
	3,043,849	6.44	2,499,475	6.60	10,084,376	6.50	2,457,639	11,875,754	6.50	11,721,445	7.50		

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0753 SEWER SYSTEM MAINTENANCE

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

803	TRSFRR TO GENERAL FD-LANDSCAPE ALLOCATION OF LANDSCAPE SERVICES PROVIDED BY THE GENERAL FUND \$17,654
804	TRSFRR - OPERATIONS ADMIN ALLOCATION OF SERVICES PROVIDED BY THE OPERATIONS ADMINISTRATION FUND \$140,175
805	TRSFRR TO G/F BLDG MAINT ALLOCATION OF BUILDING MAINTENANCE SERVICES PROVIDED BY THE GENERAL FUND \$8,457
808	TRSFRRS TO GIS PGRM (TO ISD FUND 2018-19) ALLOCATION OF GEOGRAPHICAL INFORMATION SERVICES \$104,563
817	TRSFRRS TO GARAGE FUND ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND \$101,720
818	TRSFRRS TO ISD-ALLOCATED ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND \$188,467 SOFTWARE MAINTENANCE COSTS - ASSET SYSTEM AND UTILITY BILLING \$65,833 ENGINEERING SOFTWARE UPGRADES \$2,200
819	TRSFRRS TO INSURANCE FUND ALLOCATION OF CHARGES FOR GENERAL LIABILITY AND PROPERTY INSURANCE \$205,671
840	TRSFRR TO INSURANCE FUND, WC FY 17-18 REFLECTS PRE-FUNDING OF A WORKER'S COMP. CLAIM SETTLEMENT

986	RESERVE - DEDICATED SURCHARGES FUTURE REHABILITATION AND REPAIR PROJECTS \$5,380,665
991	CONTINGENCY - UNRESERVED
994	RESERVE - SDC RESERVE FOR FUTURE CAPACITY IMPROVEMENT PROJECTS AND RENEWAL AND REHAB PROJECTS. \$1,076,648
996	RESERVE - EQUIPMENT REPLACEMT RESERVE FOR VEHICLE REPLACEMENT, USED IN OPERATION \$496,439 RESERVE FOR VEHICLE REPLACEMENT, USED IN CONSTRUCTION

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

057	PUBLIC WORKS SUPERVISOR		20,933 .25										
112	PUBLIC WORKS MANAGER 3		28,093	.33	30,992	.33	30,983	33,870	.33	33,542	.33		
170	PUBLIC WORKS LEAD		21,886	.34	24,528	.34	17,723	26,102	.34	48,104	.84		
176	PUBLIC WORKS EQUIPMNT OPERATOR		34,617	.50	35,227	.50	34,403	37,024	.50	35,387	.50		
177	PUBLIC WORKS TECHNICIAN		31,204	1.00	44,158	1.00	48,790	50,267	1.00	56,675	1.00	54,238	1.00
274	SEASONAL WORKFORCE		4,904										
299	PAYROLL TAXES AND FRINGES		45,767		93,758		102,123	91,183		103,877		126,417	

TOTAL CLASS: 05 PERSONNEL SERVICES

	137,425	1.75	223,122	2.17	240,836	2.17	222,855	257,548	2.17	297,688	2.67		
--	---------	------	---------	------	---------	------	---------	---------	------	---------	------	--	--

CLASS: 10 MATERIALS & SERVICES

304	DEPARTMENT EQUIPMENT EXPENSE		2,719		3,190		5,000	3,000		5,000		5,000	
305	SPECIAL DEPARTMENT SUPPLIES		4,417		2,171		7,500	3,500		7,500		5,000	
321	TRAVEL, TRAINING & SUBSISTENCE		3,001		1,703		1,950	1,200		2,550		1,800	
328	MEALS & RELATED EXPENSE		197										
361	UNIFORMS & SPECIAL CLOTHING		3,171		1,538		1,950	1,950		1,950		1,950	
425	DUMPING EXPENSES				1,436		2,000	1,000		2,000		1,000	
434	CONSTRUCTION MATERIALS		11,310		1,060		35,000	10,000		25,000		20,000	

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 057 PUBLIC WORKS SUPERVISOR
 - 112 PUBLIC WORKS MANAGER 3
 POSITION FUNDED 34% STREET FUND, 33% STORM DRAIN FUND, AND 33% SEWER FUND.
 FY 17-18 FTE REFLECTS INCREASE DUE TO POSITION REALLOCATION DUE TO REORGANIZATION.
 - 170 PUBLIC WORKS LEAD
 FY 17-18 REFLECTS RECLASSIFICATION OF 1 FTE PW EQUIPMENT OPERATOR IN THE STREET FUND TO
 1 FTE PW LEAD THAT IS ALLOCATED 33/34/33 IN STREET / SEWER / STORM FUNDS DUE TO
 REORGANIZATION.
 FY 19-20 REFLECTS A NEW 1 FTE PW LEAD POSITION THAT IS ALLOCATED 50/50 IN SEWER/STORM
 FUNDS IN THE CONTRUCTION PROGRAM.
 - 176 PUBLIC WORKS EQUIPMNT OPERATOR
 POSITION FUNDED: 50% SEWER CONSTRUCTION AND 50% STORM CONSTRUCTION.
 - 177 PUBLIC WORKS TECHNICIAN
 POSITION FUNDED: 50% SEWER CONSTRUCTION AND 50% STORM CONSTRUCTION.
 - 274 SEASONAL WORKFORCE
 NO APPROPRIATION REQUESTED
 - 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY
 TOTALS 58.14% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 34.14% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 23.22% FOR
 RETIREMENT CONTRIBUTIONS (28.45% PERS. 19.45% OPSRP GENERAL OR
 24.08% OPSRP POLICE), AND 3.27% IN OTHER TAXES (UNEMPLOYMENT,
 LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.00% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES
-
- 304 DEPARTMENT EQUIPMENT EXPENSE
 POWER TOOL REPLACEMENT, TRAFFIC SAFETY SUPPLIES & PUMP HOSES \$5,000
 - 305 SPECIAL DEPARTMENT SUPPLIES
 HAND TOOLS; REPLACEMENT BLADES; CUTTING CHAINS; LOCATE PAINT; PLYWOOD & LUMBER;
 TRAFFIC CONES AND SIGNS; EROSION CONTROL; BARRICADES; LIFTING STRAPS AND CHAINS. \$5,000
 - 321 TRAVEL, TRAINING & SUBSISTENCE
 1 - AWWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$250 REGISTRATION + \$400 T&S) \$550
 1 - VACTOR TRAINING \$500
 1 - AWWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$250 REGISTRATION + \$500 T&S) \$750
 - 328 MEALS & RELATED EXPENSE
 FY 2017-18 REFLECTS THIS EXPENSE IS ACCOUNTED FOR IN THE PUBLIC WORKS ADMINSTRATION FUND
 - 361 UNIFORMS & SPECIAL CLOTHING
 RAIN GEAR, SAFETY GLASSES, GLOVES AND BOOTS \$1,950
 3 EMPLOYEES AT \$650 EACH
 - 425 DUMPING EXPENSES
 LANDFILL DEBRIS DISPOSAL \$1,000
 - 434 CONSTRUCTION MATERIALS
 COLD MIX, CONCRETE, ROCK, STRUCTURES, FITTINGS, PIPE AND POLLUTION CONTROL DEVICES.
 PIPE AND STRUCTURE REPAIRS FROM CITY WORKS LIST \$20,000

City of Beaverton - Finance
 Budget Preparation - 2020

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - PROPOSED		2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
511	PROFESSIONAL SERVICES												
	906		45,692		110,500		110,500	110,000		110,000			
551	RENTS AND LEASES												
	1,232		1,269		3,300		1,000	2,000		2,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	26,953		58,059		167,200		132,150	156,000		146,750			
CLASS: 15 CAPITAL OUTLAY													
670	ROLLING STOCK												
								90,000					
671	EQUIPMENT												
			76,902		10,000		9,989						
TOTAL CLASS: 15 CAPITAL OUTLAY													
			76,902		10,000		9,989	90,000					
CLASS: 25 TRANSFERS													
817	TRSFERS TO GARAGE FUND												
	18,390		38,517		23,364		23,364	45,932		45,932			
829	TRSFERS TO STORM DRAIN FUND												
										90,000			
TOTAL CLASS: 25 TRANSFERS													
	18,390		38,517		23,364		23,364	45,932		135,932			
TOTAL PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION													
	182,768	1.75	396,600	2.17	441,400	2.17	388,358	549,480	2.17	580,370	2.67		
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS													
	3,226,617	8.19	2,896,075	8.77	10,525,776	8.67	2,845,997	12,425,234	8.67	12,301,815	10.17		
TOTAL FUND: 502 SEWER FUND													
	4,402,403	12.76	4,673,715	13.34	14,168,870	14.17	4,505,307	16,253,672	14.72	16,357,818	16.47		

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER FUND
 DEPT: 85 PUBLIC WORKS - OPERATIONS
 PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

511 PROFESSIONAL SERVICES
 PORTABLE RESTROOM SERVICING, STREET CUTTING AND TRUCKING
 TRAFFIC CONTROL, CORE DRILLING, AND CLEANING COVERALLS
 MANHOLE SEALING AND ADJUSTMENTS FOR OVERLAYS & MAINTENANCE (40 MANHOLES @ \$2,250) \$90,000
 TRAFFIC CONTROL FOR MANHOLE ADJUSTMENTS \$10,000
 TRUCKING 100 HOURS AT \$100 / HOUR \$10,000

551 RENTS AND LEASES
 MISC. EQUIPMENT RENTAL (EXCAVATOR, FUSION MACHINE, STEEL PLATES, SHORING EQUIPMENT) \$2,000
 ARCTIC DR SITE NO LONGER LEASED

670 ROLLING STOCK

671 EQUIPMENT
 NO APPROPRIATION REQUESTED

817 TRSFERS TO GARAGE FUND
 SERVICES PROVIDED BY THE GARAGE FUND \$45,932

829 TRSFERS TO STORM DRAIN FUND
 SEWER FUND'S 50% PORTION TO REPLACE 6-507 2004 CATEPILLAR BACKHOE \$90,000

ESTIMATE - PAYROLL EXPENSE BY DEPARTMENT

Thursday, April 18, 2019 4:17 PM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
502-72	CAPITAL DEVELOPMNT-ENGINEERING											
502-72-0740-05-046	PRINCIPAL ENGINEER	0.25	540			34,427				34,427	16,494	50,921
502-72-0740-05-051	CITY ENGINEER	0.34	708			45,083				45,083	24,060	69,143
502-72-0740-05-068	ENGINEERING ASSOCIATE	0.50	344			13,267				13,267	9,216	22,483
502-72-0740-05-084	PROJECT ENGINEER 1	2.10	4,372			206,379				206,379	127,997	334,376
502-72-0740-05-221	SUPPORT SPECIALIST 2	0.25	521	5		12,625	148			12,772	5,597	18,369
	ENTERPRISE MGMT & ADMIN	3.44	6,485	5		311,781	148			311,928	183,364	495,292
	**** DEPARTMENT TOTAL ****	3.44	6,485	5		311,781	148			311,928	183,364	495,292

286

ESTIMATE - PAYROLL EXPENSE BY DEPARTMENT

Thursday, April 18, 2019 4:17 PM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
502-85	PUBLIC WORKS - OPERATIONS											
502-85-0753-05-049	PROG COORDINATOR -PUBLIC	1.00	1,975			59,484				59,484	39,803	99,287
502-85-0753-05-057	PUBLIC WORKS SUPERVISOR	0.50	1,071	12		36,931	717			37,647	24,788	62,435
502-85-0753-05-112	PUBLIC WORKS MANAGER 3	0.50	1,241			59,675				59,673	36,713	96,386
502-85-0753-05-170	PUBLIC WORKS LEAD	0.50	969	2		29,995	89		135	30,221	23,322	53,543
502-85-0753-05-176	PUBLIC WORKS EQUIPMNT	2.00	3,995	60		112,879	2,641		270	115,790	65,829	181,619
502-85-0753-05-177	PUBLIC WORKS TECHNICIAN	2.00	4,279	8		108,794	268		540	109,602	75,277	184,879
502-85-0753-05-274	SEASONAL WORKFORCE		1,901			32,990			10	33,000	3,235	36,235
502-85-0753-05-275	TEMPORARY EMPLOYEES		359			10,574				10,574	5,874	16,448
	SEWER SYSTEM MAINTENANCE	6.50	15,790	82		451,321	3,715		955	455,991	274,841	730,832
287 502-85-0757-05-112	PUBLIC WORKS MANAGER 3	0.33	688			30,982				30,983	16,879	47,862
502-85-0757-05-170	PUBLIC WORKS LEAD	0.34	546	2		17,514	119		92	17,723	11,703	29,426
502-85-0757-05-176	PUBLIC WORKS EQUIPMNT	0.50	1,059	17		31,897	670		135	32,699	22,142	54,841
502-85-0757-05-177	PUBLIC WORKS TECHNICIAN	1.00	2,115	36		48,801	1,196		270	50,267	40,459	90,726
	SEWER SYSTEM CONSTRUCTION	2.17	4,408	55		129,194	1,985		497	131,672	91,183	222,855
	**** DEPARTMENT TOTAL ****	8.67	20,197	136		580,515	5,700		1,452	587,663	366,024	953,687

PROPOSE - PAYROLL EXPENSE BY DEPARTMENT

Thursday, April 18, 2019 4:17 PM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
502-72	CAPITAL DEVELOPMNT-ENGINEERING											
502-72-0740-05-046	PRINCIPAL ENGINEER	0.25	554			36,215				36,215	18,813	55,028
502-72-0740-05-051	CITY ENGINEER	0.34	714			46,588				46,588	27,605	74,193
502-72-0740-05-068	ENGINEERING ASSOCIATE	1.00	2,096	10		78,902	517		270	79,689	53,103	132,792
502-72-0740-05-084	PROJECT ENGINEER 1	2.10	4,415			214,071				214,071	141,447	355,518
502-72-0740-05-123	ENGINEERING TECH 2	0.25	524	1		17,566	63		30	17,659	12,291	29,950
502-72-0740-05-221	SUPPORT SPECIALIST 2	0.25	524	5		13,822	195			14,017	6,620	20,637
	ENTERPRISE MGMT & ADMIN	4.19	8,827	16		407,164	775		300	408,239	259,879	668,118
	**** DEPARTMENT TOTAL ****	4.19	8,827	16		407,164	775		300	408,239	259,879	668,118

288

PROPOSE - PAYROLL EXPENSE BY DEPARTMENT

Thursday, April 18, 2019 4:17 PM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
502-85	PUBLIC WORKS - OPERATIONS											
502-85-0753-05-049	PROG COORDINATOR -PUBLIC	1.00	2,346			76,819			270	77,089	51,158	128,247
502-85-0753-05-057	PUBLIC WORKS SUPERVISOR	0.50	1,048	5		35,746	271		80	36,097	26,086	62,183
502-85-0753-05-112	PUBLIC WORKS MANAGER 3	0.50	1,108			52,765				52,765	39,376	92,141
502-85-0753-05-170	PUBLIC WORKS LEAD	0.50	1,188	2		40,339	99		180	40,618	30,067	70,685
502-85-0753-05-176	PUBLIC WORKS EQUIPMNT	2.00	4,482	60		132,757	2,615		700	136,072	80,123	216,195
502-85-0753-05-177	PUBLIC WORKS TECHNICIAN	3.00	6,008	8		153,488	318		1,130	154,936	121,483	276,419
502-85-0753-05-274	SEASONAL WORKFORCE		1,900			32,984			16	33,000	1,430	34,430
	SEWER SYSTEM MAINTENANCE	7.50	18,080	75		524,898	3,303		2,376	530,577	349,723	880,300
502-85-0757-05-112	PUBLIC WORKS MANAGER 3	0.33	691			33,542				33,542	19,910	53,452
502-85-0757-05-170	PUBLIC WORKS LEAD	0.84	1,582			47,860	17		227	48,104	36,102	84,206
502-85-0757-05-176	PUBLIC WORKS EQUIPMNT	0.50	1,108	15		34,550	701		135	35,387	25,040	60,427
502-85-0757-05-177	PUBLIC WORKS TECHNICIAN	1.00	2,116	22		53,140	828		270	54,238	45,365	99,603
	SEWER SYSTEM CONSTRUCTION	2.67	5,497	37		169,092	1,546		632	171,271	126,417	297,688
	**** DEPARTMENT TOTAL ****	10.17	23,577	112		693,990	4,849		3,008	701,848	476,140	1,177,988

289