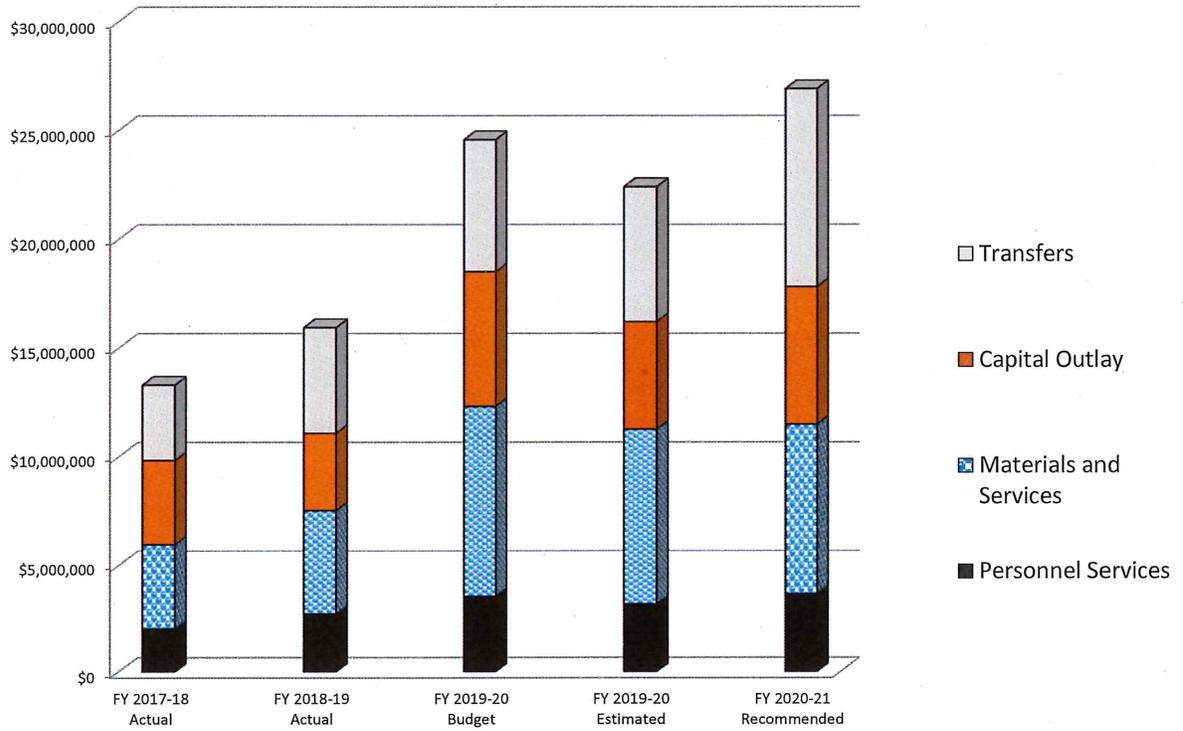


**WATER FUND
SUMMARY
RECOMMENDED FY 20-21**



CITY OF BEAVERTON

BUDGET TREND ANALYSIS - FY 2017-18 TO FY 2020-21

With Explanations on Significant Changes between Budgeted 2019-20 and Recommended 2020-21

Fund:	Water - Summary					% Change
CLASS	Actual FY 2017-18	Actual FY 2018-19	Budget FY 2019-20	Estimated FY 2019-20	Recommended FY 2020-21	Budgeted Vs. Recommended
Personnel Services	\$2,026,674	\$2,735,960	\$3,554,990	\$3,197,311	\$3,677,460	3.45%
Materials and Services	3,937,402	4,795,503	8,768,308	8,074,486	7,819,672	-10.82%
Capital Outlay	3,874,358	3,551,019	6,181,837	4,942,231	6,316,585	2.18%
Transfers	3,466,361	4,859,850	6,067,277	6,193,070	9,094,636	49.90%
SUB-TOTAL	\$13,304,795	\$15,942,332	\$24,572,412	\$22,407,098	\$26,908,353	
Contingency			8,571,610		4,716,400	
Reserve - JWC			500,000		500,000	
Reserve - Rate Stabilization			600,000		600,000	
Reserve - Ops Facility			121,939		243,734	
Contingency - Equip.			398,636		513,491	
TOTAL	\$13,304,795	\$15,942,332	\$34,764,597	\$22,407,098	\$33,481,978	
FTE's	21.69	26.88	27.63		28.63	

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

Personnel services:

FY 2020-21 reflects an increase of 1.0 FTE for a Water Distribution Tech 2 position. Budget also reflects step increases, COLA increases for SEIU and management at 2.60%. Also reflects medical insurance cost increase of 10% for Kaiser, 5% increase in MODA plans and 0% increase for Dental.

Materials and services:

FY 2020-21 reflects a \$950,000 decrease from FY 2019-20 mainly due to lower costs for wheeling water through TVWD's system totaling \$300,000 and \$640,000 in professional services that are non-recurring in FY 2020-21 mainly due to ASR operations assistance and engineering services regarding withdrawal of accounts from TVWD.

Capital outlay:

No significant changes

Transfers:

FY 2020-21 reflects a \$3 million increase in transfers due to \$2.4 Million transferred to the Water Debt Service fund for the debt service on the new \$33.5 Million 2020 Water Revenue Bond Issue. and \$630,000 transfer to the new WIFIA Water Construction Fund for water capacity capital projects.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

FUND: 501 WATER	SUMMARY FOR WATER FUND: INCLUDING: CIP PROJECTS, FINANCE, AND PUBLIC WORKS
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MISSION STATEMENT:

To provide potable water to the City within the mandates of the State of Oregon Department of Human Services and Federal Environmental Protection Agency that is of sufficient quality, quantity and pressure to meet all of the applicable rules criteria.

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	21.69	26.88	27.63	28.63	0.00
PERSONNEL SERVICES	\$2,026,674	\$2,735,960	\$3,554,990	\$3,677,460	\$0
MATERIALS & SERVICES	3,937,402	4,795,503	8,768,308	7,819,672	0
CAPITAL OUTLAY	3,874,358	3,551,019	6,181,837	6,316,585	0
TRANSFERS	3,466,361	4,859,850	6,067,277	9,094,636	0
CONTINGENCY	0	0	10,192,185	6,573,625	0
TOTAL	\$13,304,795	\$15,942,332	\$34,764,597	\$33,481,978	\$0

Funding Sources:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
Beginning Working Capital	\$12,236,827	\$13,147,277	\$13,462,753	\$11,264,478	\$0
Intergovernmental Revenue	101,872	88,526	80,000	80,000	0
Permits & Fees	51,989	33,835	20,000	20,000	0
Water Service Fees	13,693,039	15,416,694	20,638,244	21,684,000	0
Miscellaneous Revenues	368,348	718,751	563,600	433,500	0

Water Projects:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
3611 Joint Water Commission Project	\$1,047,618	\$1,185,151	\$1,547,500	\$1,084,005	\$0
3700 Maint. & Replacement Program	30,300	11,456	0	0	0
3701 Water System Improvements	2,655,015	2,088,992	3,790,500	4,534,000	0

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0740 ENTERPRISE MANAGEMENT & ADMIN.	PROGRAM MANAGER: DAVID WINSHIP

Program Goal:

To provide engineering and policy expertise for management of city enterprise funds and water resources. The program participates in development of intergovernmental agreements and conducts long-term planning to ensure the city can provide an adequate quantity and quality of supply of drinking water, water for firefighting, adequate funding, perpetual replacement of existing public infrastructure as needed and extra-capacity facilities necessary to serve existing consumers and for growth. The program also works to protect the safety and integrity of the public water system from cross connections and promote healthful drinking water by enforcement of the Beaverton Code and the Oregon Health Authority (OHA) Drinking Water Program Administrative Rules, which require the installation, inspection, operation, maintenance, and annual testing of backflow devices.

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	3.80	5.80	6.50	6.50	0.00
PERSONNEL SERVICES	\$415,603	\$685,311	\$1,002,782	\$1,012,264	\$0
MATERIALS & SERVICES	148,238	340,502	1,306,250	784,120	0
CAPITAL OUTLAY					
TRANSFERS	51,701	22,969	31,186	24,247	0
TOTAL	\$615,542	\$1,048,782	\$2,340,218	\$1,820,631	\$0

Program Objectives:

Overall responsibility for management and implementation of the multi-year Capital Improvements Plan (CIP), including administration of Water Fund (501) and Water Fund Construction (505) fund budgets and coordination and participation with regional water agencies, including emergency planning and management. Other key objectives include:

- Update and administer the current water master plan and; maintain and administer water infrastructure renewal and replacement plan.
- Ensure City compliance with OHA Drinking Water Program design standards and plan review exemption.
- For the South Cooper Mt. annexation area, Urban Reserve Area 6B, BURAs, Enterprise Zone, continue to plan, design, and build required potable and non-potable water infrastructure through the CIP and/or coordination with the Site Development Division.
- Participate in committees of the Joint Water Commission (JWC), Regional Water Providers Consortium (RWPC), Barney Reservoir Joint Ownership Commission (BRJOC), and other related programs. Participate in the Willamette Water Supply Program (WWSP) and the Willamette River "Water Intake Facility" Commission as a new participating financial partner in the project.
- Provide expertise on water resource, water quality, and water rights issues, design standards and cooperative agreements to the City's Public Works Department, and as needed for the JWC and Barney Reservoir Joint Ownership Commission.
- Provide oversight for the production and distribution of the annual US EPA-mandated Consumer Confidence Report (Water Quality) to all city water customers.
- Review and provide technical expertise to the cross connections program which administers the annual testing program for privately-owned backflow assemblies and devices as required by OHA.

Progress on FY 2019-20 Action Plan:

New Water Supply Source Update - WWSS

In 2013, the Beaverton City Council authorized participation in the in the Willamette Water Supply Program (WWSP) Preliminary Design in 2013, as joint project being undertaken by the City of Hillsboro and Tualatin Valley Water District (TVWD). The new water supply source is expected to be operational by about 2026 with an approximate total cost of \$1.21 billion to withdraw water from the Willamette River and treat up to 60 million gallons per day (mgd) for drinking water.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0740 ENTERPRISE MANAGEMENT & ADMIN.	PROGRAM MANAGER: DAVID WINSHIP

The City currently has one Commissioner serving on the Willamette River “Water Intake Facility” Commission. The City’s total financial commitment to the WWSS approximately \$65 million, for a total capacity of 5 mgd. Once the project is complete and operational in 2026, by IGA the project name will change to the Willamette Water Supply System (WWSS).

FY 2020-21 Action Plan:

Willamette Water Supply System (WWSS)

Negotiations on the IGA with TVWD and City of Hillsboro were completed and the City of Beaverton became a financial partner in the WWSS on July 1, 2019. The new permanent 5 mgd water supply purchased in the WWSS and available in 2026 is vital to the City’s future. The City intends to use its 2014 water right permit on the Willamette River as a new secondary source water supply to augment our JWC supply.

Aquifer Storage and Recovery (ASR)

The City will continue using ASR as an alternative means to increase water supply capacity by up to 5 mgd during the summer. ASR enables the city to meet short-term peak water demand during the summer, helping to delay the need to purchase water, and delay the need to build capital improvements for additional water treatment and storage. The following summarizes new activities:

ASR 3a

A new well, ASR 3A, near the existing ASR3 site, was drilled to provide 1 mgd of non-potable source water for the new purple pipe system (non-potable). A new pump station facility associated with ASR 3a is projected to be operational in 2022.

ASR 7

A 2012 JWC test well, (aka ASR 7), at the Cooper Mountain Reservoir site, was transferred by the JWC to City ownership. During 2020-21 the well will upsized to a larger diameter and a pumping station will be built to allow for up to 200 million gallons of aquifer (underground) storage of City drinking water and pumping capacity of 1.3 mgd water for the City’s upper elevations, with the ability to fill existing Cooper Reservoir #1, and future Cooper Reservoir #2 at the same site.

ASR 5

Final design for ASR Well No. 5 will be completed by summer 2020, and construction of a new pump station will begin in late summer 2020. The new ASR 5 facility and the City’s existing Sorrento Pump Station (originally built in 1966), will be combined into a new seismically resilient structure. ASR 5 is estimated be operational in 2021. When complete, ASR 5 will provide an additional 2 mgd which will increase the reliability and capacity of the City’s water supply. The project is financed by a \$5 million loan and loan-forgiveness funds from the State of Oregon Infrastructure Finance Agency (IFA) and the US EPA.

Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Actual	FY 2020-21 Proposed
Management and Administration				
Total water storage reservoir (non-groundwater storage) capacity within City limits (in million gallons - MGD) and excluding JWC ownership	28.5	28.5	28.5	32.75
Total ASR groundwater in MGD for summer peak use	5	5	5	8.3
Average daily water demand (City water customers - MGD)	7.15	8.23	9.7 / 8.98	9.0
Number of average demand days that can be supplied from in-City water storage reservoirs including ASR wells	12	11	10	12

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0741 WATER SERVICES	DEPARTMENT HEAD: CHAD LYNN

Program Objectives:

This program accounts for payments to the Joint Water Commission (JWC) for water purchased for resale and to the Tualatin Valley Water District (TVWD) for contract water meter reading. This program supports the Beaverton Community Vision Plan in these elements:

- *Community Vision Target: Be a National Leader in Sustainable Practices and Programs*
- *Community Vision Goal: Provide High Quality Public Services*

The entire water system, like the city’s other utilities, is dependent on cooperation of other regional utilities which demonstrates the relevance of these City Council’s priority statement for 2020:

- Implement the Climate Action Plan, including the creation of a Climate Action Advisory Committee.
- Complete policy work on water resources for non-potable uses (purple pipe).
- Develop a policy for use and management of city-owned properties.
- Promote emergency preparedness at the neighborhood level.

There are several actions directed toward these priorities:

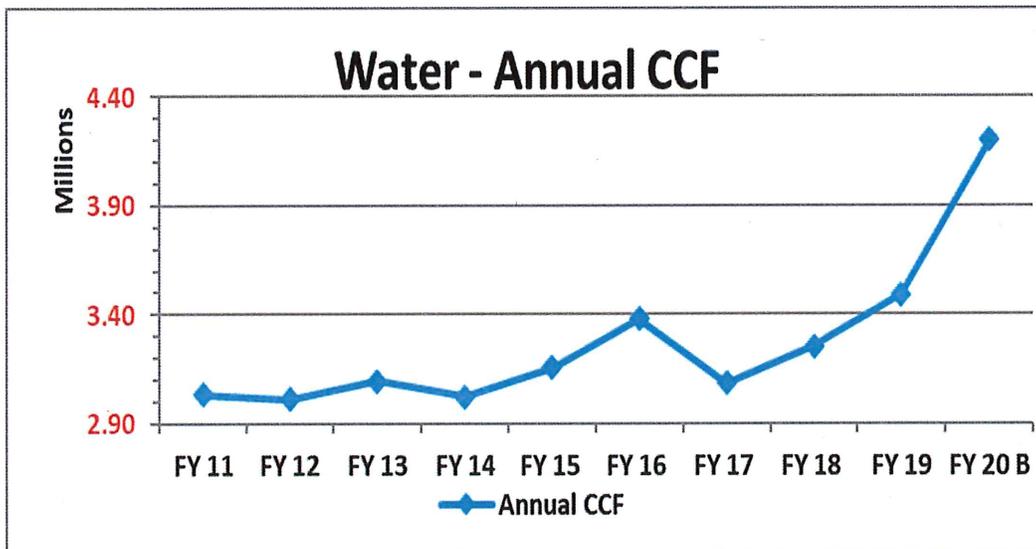
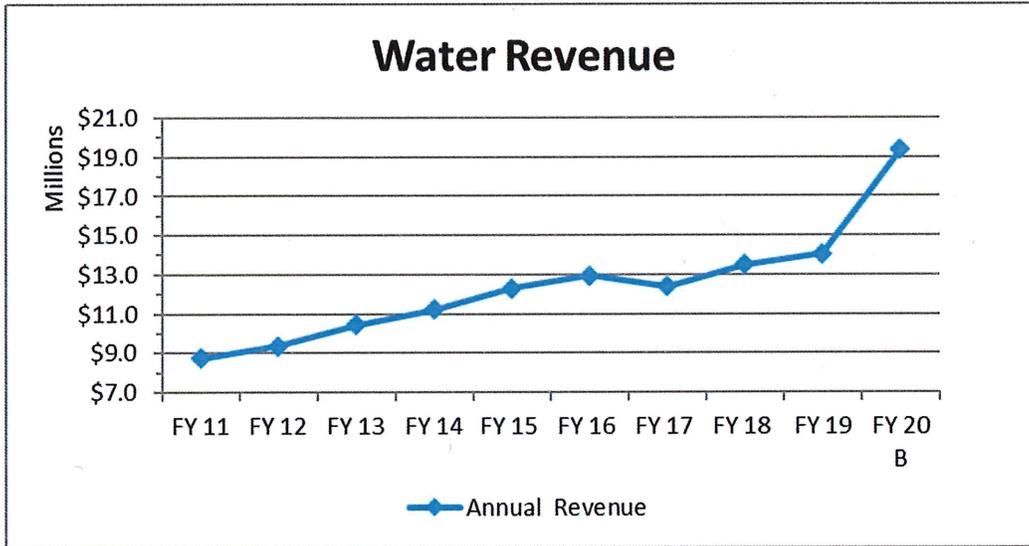
- Continue the withdrawal of service territory from TVWD
- Design series of improvements to connect to the JWC North Transmission Line to improve system resiliency, as approved by the City Council
- Participation in the Willamette Water Supply Project
- Continue work on the non-potable water irrigation project using a purple pipe system

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
MATERIALS & SERVICES	\$2,650,692	\$3,023,011	\$5,534,451	\$4,979,977	\$0
CAPITAL OUTLAY					
TRANSFERS	2,786,239	4,112,705	5,350,787	8,325,930	0
CONTINGENCY	0	0	10,192,185	6,573,625	0
TOTAL	\$5,436,931	\$7,135,716	\$21,077,423	\$19,879,532	\$0

Water sale trends show an increasing trend of consumption and sales since the Great Recession. Residential and commercial vacancies have declined. The values for FY 19-20 and FY 20-21 reflect budgeted values for the year. The increase in FY 19-20 reflects additional consumption by more than 4300 customers formerly served by TVWD. During FY 19-20, these new Beaverton customers are served water through the former TVWD system in an arrangement called “wheeling”.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0741 WATER SERVICES	DEPARTMENT HEAD: CHAD LYNN



Water rates may be adjusted in base charges as well as the rate per 100 cubic feet (CCF). In recent years, the practice has been to adjust both by \$1 in the base and 10 cents in the consumption rate. The budget for FY 2020-21 increases the base rate to \$17/month for a standard residential meter and changed the consumption rate to \$3.97 per CCF. The rate increases are necessary to maintain the required amount of debt service coverage reserve as well as build reserve funds for critical additions to the storage, transmission and distribution system in the coming five years.

**CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES**

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0741 WATER SERVICES	DEPARTMENT HEAD: CHAD LYNN

The program includes payments to the West Slope Water District for a previous transfer of 66 accounts to the City of Beaverton. This represents 4.36% of annual debt service on water reservoir bond issue and reimbursement for under consumption on the Portland water contract.

The specific financial impact of the withdrawal of more than 4100 customer accounts from TVWD can now be estimated. Wheeling water allows new city customers to be serviced by TVWD, billed by Beaverton and enjoy lower water rates. The estimates include both revenues and expenditures and account for:

- TVWD's \$1.22 average cost per meter read to read the 4,300 meters in the withdrawal areas 12 times (monthly) per year.
- TVWD's \$1.682 Wheeling Rate to wheel water through their system.
- JWC's \$0.42 cost of water production for the water provided to the withdrawal areas.
- Increase in Water Demand (Meter) Revenue – approximately \$1,100,000
- Increase in Water Sales (Consumption) Revenue – approximately \$3,500,000
- Any potential increase in Water Operations costs have been nominal as the “wheeling” charges paid to TVWD require many expenses to be borne by TVWD. The City will begin to incur additional meter and system expenses in the coming years.

Cost/benefit analysis is now underway regarding the construction of various water mains and master meters to serve the withdrawal areas. Direct service by city crews also implies higher operational costs in labor and equipment. The city is not obligated to move to the direct service option, as wheeling may occur on a long-term basis in some areas.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0742 WATER SYSTEM DISTRIBUTION	PROGRAM MANAGER: BRIAN RIGWOOD

Program Goal:

Provide high quality potable water in sufficient quantities and at adequate pressures for residential and commercial consumption and fire protection. Perform routine maintenance of our water infrastructure to protect and preserve the public investment. Promote cooperative relationships and agreements with other public agencies which results in increased efficiency by utilizing a larger pool of industry knowledge.

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	12.75	13.50	13.50	13.50	0.00
PERSONNEL SERVICES	\$996,955	\$1,218,882	\$1,591,302	\$1,565,943	\$0
MATERIALS & SERVICES	495,732	625,501	924,210	950,691	0
CAPITAL OUTLAY	77,649	81,258	702,587	555,080	0
TRANSFERS	96,059	83,861	114,284	109,857	0
TOTAL	\$1,666,395	\$2,009,502	\$3,332,383	\$3,181,571	\$0

Program Objectives:

The water distribution system program will continue to maintain the potable water system for the City of Beaverton by performing maintenance of the distribution system. This includes replacing some of the aging components of the older fire hydrants, water meters, and water services. Flushing water mains is part of the maintenance program to ensure quality water is delivered to the consumer. Repairing leaks in the distribution system will continue to be a high priority so that drinking water is conserved and will not cause property damage.

Customer service will continue to be a major focus in addressing customer's concerns and needs. This will include turning water off/on, checking for leaks, checking pressure related issues, and addressing other concerns.

Progress on FY 2019-20 Action Plan:

The water distribution division accomplished the following in FY 19-20:

- The water crew is using the cityworks mobile application for work orders and maintenance/repairs. This year was also included the launch of storeroom. This feature creates accurate cost tracking of a dynamic inventory.
- Replacement of failing commercial water meters continued. Radio deployment is keeping pace with new development and is ready for route integration with utility billing.
- The water crew continues to replace hydrants, repair or replace broken water mains along with other components that make up the water system. Customer response to water service requests and timely resolutions are highly successful.
- Water Distribution participated in the completion of the new engineering design manual and implemented the new standards.

FY 2020-21 Action Plan:

The water distribution division will continue to maintain the water system by:

- Evaluating the asset inventory to prioritize replacement of critical water infrastructure. FRACTA software is being used to compare against the Cityworks data to determine if there is additional forecasting information available. It is likely that the useful features FRACTA provides can be incorporated into the Cityworks platform to improve it as a single product platform.
- Continue to replace aging infrastructure such as water mains, services, hydrants, valves and meters to maintain a robust and reliable water system that provides uninterrupted service to the customer.
- Perform valve exercising, main flushing and maintenance on components of the water system such as fire hydrants, valves and water mains.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0742 WATER SYSTEM DISTRIBUTION	PROGRAM MANAGER: BRIAN RIGWOOD

- Implementation of the new seismic resiliency requirements into the Water Master Plan. Staff emergency response training and strategies are a priority.
- Continue to add and develop operational staff that are capable of handling the operational complexities that are typical in a water system that is experiencing rapid growth.

Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Revised	FY 2020-21 Proposed
Water Hydrant Replacement Program	20	7	25 / 25	25
Installing Dead End Blow Offs	0	0	0	0
Customer/Water Service Requests	6,500	6,700	8,000 / 7,600	7,700
Water Leak Repairs	45	54	60 / 18	40
Fire Hydrant Maintenance	2,490	2,550	2,575 / 2520	2,520
Total Water Meters in Distribution System	18,300	22,456	22,756 / 22,714	22,845
Water Meter Replacement Program	680	600	900 / 650	700

Performance Outcomes and Program Trends:

Overall, the installation of blow offs has reached a point where most of the system’s dead end lines can be flushed. Flushing the system helps to maintain adequate chlorine levels and disinfection while reducing the possible formation of harmful disinfection byproducts. Attention to flushing programs has increased in addition to the collection of water quality parameters to control water age.

Leak detection in the water distribution system is an important measure of the system’s integrity and reliability. Consequently, leak identification and repair is a priority activity. The leak detection program identifies water leakages for repair and reduces unaccounted water loss. Our major leak detection equipment has recently been updated and we are researching some advanced techniques that may be deployed if the technology proves to be reliable.

Fire hydrant replacement, operation and maintenance are critical to ensure that the hydrants in the system are in good operable condition and are available for fire suppression. Hydrants in the system are also valuable and necessary points for flushing waterlines after main repair. Standardization of hydrant type has helped improve maintenance procedures and reduce required parts inventory.

Replacement of old malfunctioning water meters is important to accurately measure water consumption and reduce unaccounted water loss. When feasible staff utilizes technology to help with efficiency and transparency for improved customer service/satisfaction. Additionally, staff is replacing the old untestable meters that cannot be calibrated along with any meter that is not capable of data sharing. Nine large meters were replaced with remote radio functionality.

The city continues to take over service responsibilities from selected areas within the city limits previously served by TVWD. Responsibilities include meters, customer service calls and residential notice for any change in service issues. City staff offered efficiency solutions to the TVWD meter reading staff and awaits their response.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0743 WATER SYSTEM QUALITY	PROGRAM MANAGER: BRIAN RIGWOOD

Program Goal:

To provide a reliable supply of safe drinking water that exceeds all standards at a reasonable cost. To operate, monitor and maintain the city's water supply using efficient, environmentally sound solutions that benefit present and future residents of the City of Beaverton.

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	3.50	5.50	5.50	6.50	0.00
PERSONNEL SERVICES	\$475,256	\$643,288	\$752,429	\$873,930	\$0
MATERIALS & SERVICES	489,912	636,698	812,182	865,967	0
CAPITAL OUTLAY	63,776	184,162	141,250	143,500	0
TRANSFERS	530,281	637,339	568,268	631,118	0
TOTAL	\$1,559,225	\$2,101,487	\$2,274,129	\$2,514,515	\$0

Program Objectives:

This program is responsible for ensuring public health protection by providing a safe uninterrupted supply of drinking water to the residents of the City of Beaverton. This program performs all required water quality testing and monitoring for reporting to EPA and/or its primacy agency. Additionally, this program is responsible for the operation and maintenance of water supply infrastructure, such as storage reservoirs, groundwater wells, pumping stations, fluoridation facilities, control valves, pressure reducing stations, large transmission lines and water system telemetry control.

Water quality testing remains one of the highest priorities of the city's Water Division to provide outstanding potable drinking water. Adequate quantity provides operating pressure, fire flow and emergency storage to maintain compliance with the standards of the Oregon Health Authority (OHA) and the Federal Environmental Protection Agency (EPA).

Progress on FY 2019-20 Action Plan:

The Water Quality division accomplished all of the following during FY 19-20:

- The city met or exceeded all federal and state mandated drinking water standards.
- Inspected all pressure reducing valves (PRVs) and rebuilt 7 PRVs this year.
- Maintained the ASR wells, pump stations, reservoirs and fluoride stations.
- Migration to cellular Supervisory Control and Data Acquisition (SCADA) control continued.
- The water quality team continues to monitor iron and manganese levels in the source with on-line surrogate monitoring.

FY 2020-21 Action Plan:

The Water Quality division will accomplish all of the following during FY 20-21:

- Meet the Federal and State mandated water quality monitoring and sampling.
- Propose corrosion control treatment to OHA for ASR entry points.
- Inspect all pressure relief valves (PRVs) and rebuild approximately 10 PRVs.
- Maintain the ASR wells, pump stations, reservoirs and surface system entry point from JWC. Update aging infrastructure as needed to operate a reliable system.
- Continue cellular SCADA migration to replace unsupported system hardware in line with recommendations from the SCADA master plan.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 501 WATER	DEPARTMENT: PUBLIC WORKS
PROGRAM: 0743 WATER SYSTEM QUALITY	PROGRAM MANAGER: BRIAN RIGWOOD

Performance Measures:

	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Actual	FY 2020-21 Proposed
Water Quality Testing	1,960	2,082	2,150 / 2,200	2,400
Average # of water samples tested per month	164	174	179 / 180	200
Pump Operation & Maintenance. Operate, inspect, and maintain pumps in four water pumping stations and three Aquifer Storage Recovery (ASR) groundwater wells in various locations throughout the City. Figure shown is for total number of pumps in these facilities.	28	28	28 / 28	29
PRV Maintenance. Inspect each of 161 mainline pressure-reducing valves (PRVs) every 2 months, and rebuild 10-percent per year.	151	157	161 / 178	184
Solar energy production (reservoir site) kWh	550,000	550,000	550,000 / 550,000	550,000

Performance Outcomes and Program Trends:

Federal and State mandated drinking water quality regulations will be more stringent over the coming years. New rule implementation will require additional staff analysis to determine how we will meet the compliance standards. It is expected that overall costs for water quality monitoring will continue to grow due to the increased number of drinking water contaminants regulated by the US EPA. Sampling and testing required for the Stage 2 Disinfection Byproduct Rule and the Ground water rule continues for 2020/2021. The corrosion study to determine optimum alkalinity and pH levels at the ASR wells was completed and design is underway.

Continued inspection, maintenance, and replacement of city-owned PRVs are important tasks performed by this program. PRVs separate and control Beaverton's 13 different water pressure zones that result from the topographical differences in the city's water service area. 178 larger mainline PRVs will be inspected and repaired as necessary in FY 20/21.

The 98 city-owned backflow assemblies for municipal buildings and city landscape irrigation systems must be tested annually according to the administrative rules of the Oregon Health Authority. Water quality staff ensure that our certified backflow testers perform and report these tests in addition to monitoring and reporting the required annual testing of all devices in the city that are privately owned.

Construction inspection continues to occupy approximately 1.75 FTE of the water quality staff time. There are multiple major projects either under way or coming in the FY 20/21 that staff will be heavily participating in. Processes and practices to ensure the safety of the live potable water system as these projects are constructed are in place and documented. Staff has started using outside contractors for overflow inspection needs.

Water Quality Staff is performing any additional water quality sampling and information requests as a result of the new withdrawn TVWD service areas. Staff has been working on a streamlined work request process to respond to water inquiries.

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 03 REVENUE

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 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

	-12,236,827		-13,147,277		-13,462,753		-13,462,753	-13,462,753	-10,638,746		-11,264,478			
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TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-12,236,827		-13,147,277		-13,462,753		-13,462,753	-13,462,753	-10,638,746		-11,264,478			
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329 OTHER INTERGOVERNMENTAL REV

	-101,872		-88,526		-80,000			-80,000	-80,000		-80,000			
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TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

	-101,872		-88,526		-80,000			-80,000	-80,000		-80,000			
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CLASS: 20 PERMITS & FEES

355 WATER METER INSTALLATION FEES

	-51,989		-33,835		-20,000		-16,945	-20,000	-20,000		-20,000			
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TOTAL CLASS: 20 PERMITS & FEES

	-51,989		-33,835		-20,000		-16,945	-20,000	-20,000		-20,000			
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CLASS: 25 SERVICE FEES

361 WATER SALES

	-10,127,493		-11,323,060		-15,316,462		-11,241,745	-14,500,000	-16,500,000		-16,150,000			
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362 UNMETERED WATER SALES

	-29,914		-23,447		-15,000		-5,955	-10,000	-15,000		-15,000			
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364 CUSTOMER SERV CHARGES

	-27,385		-27,845		-25,000		-24,635	-30,000	-30,000		-30,000			
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366 DEMAND CHARGE

	-3,579,324		-4,150,245		-5,366,782		-4,039,487	-5,100,000	-5,700,000		-5,600,000			
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369 UTILITY SALES ALLOWANCES

246

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 03 REVENUE

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	71,077		107,903		85,000		82,093	100,000	95,000		111,000			
TOTAL CLASS: 25 SERVICE FEES														
	-13,693,039		-15,416,694		-20,638,244		-15,229,729	-19,540,000	-22,150,000		-21,684,000			
CLASS: 35 MISCELLANEOUS REVENUES														
382 SALE OF CITY OR BURA PROPERTY														
	-12,825		-11,443				-27	-27						
384 INVESTMENT INTEREST EARNINGS														
	-206,543		-295,435		-313,600		-230,707	-313,600	-262,100		-183,500			
389 MISCELLANEOUS REVENUES														
	-34,547		-34,002		-30,000		-33,052	-30,000	-30,000		-30,000			
394 MISC INTEREST EARNINGS														
	-19,318		-21,902		-20,000		-51,134	-20,000	-20,000		-20,000			
398 SRVS PROVIDED TO OTHER FUNDS														
	-91,179		-347,548		-200,000		-226,865	-200,000	-200,000		-200,000			
399 REIMBURSEMENTS - OTHER														
	-280													
753 ENERGY EFFICIENCY REBATES														
			-6,160				-14,080	-5,196						
757 MED/LIFE INS PREM REFUND DISTRIBUTION														
	-3,656		-2,261											
TOTAL CLASS: 35 MISCELLANEOUS REVENUES														
	-368,348		-718,751		-563,600		-555,865	-568,823	-512,100		-433,500			
TOTAL DEPARTMENT: 03 REVENUE														
	-26,452,075		-29,405,083		-34,764,597		-29,265,292	-33,671,576	-33,400,846		-33,481,978			

247

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER													
	53,062	.40	56,097	.40	57,940	.40	58,300	64,737	56,019	.40	56,019	.40		
068	ENGINEERING ASSOCIATE													
			11,153	1.00	83,970	1.00	53,474	70,043	75,324	1.00	75,324	1.00		
084	PROJECT ENGINEER 1													
	141,555	1.50	231,929	2.50	214,071	2.10	163,172	207,486	217,564	2.10	215,894	2.10		
123	ENGINEERING TECH 2													
					7,702		8,657	8,654						
124	ENGINEERING CONST INSPECTOR													
	24,829	.40	26,638	.40										
175	PROJECT ENGINEER 2													
	30,591	1.00	111,981	1.00	214,973	2.00	96,548	147,272	230,031	2.00	230,031	2.00		
221	SUPPORT SPECIALIST 2													
	23,721	.50	25,371	.50	28,021	.50	16,382	22,056	27,870	.50	27,870	.50		
294	PROJECT SPECIALIST													
					28,444	.50	20,725	28,668	36,998	.50	36,998	.50		
299	PAYROLL TAXES AND FRINGES													
	141,845		222,142		367,661		220,300	296,834	371,140		370,128			
TOTAL CLASS: 05 PERSONNEL SERVICES														
	415,603	3.80	685,311	5.80	1,002,782	6.50	637,558	845,750	1,014,946	6.50	1,012,264	6.50		

CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT													
	1,616		2,096		3,100				2,500		2,500			
305	SPECIAL DEPARTMENT SUPPLIES													
	70		4		400			400	400		400			
307	MEMBERSHIP FEES													
	48,390		54,395		60,925		51,068	61,250	61,370		61,370			
314	OUTSIDE REPRODUCTION EXPENSES													

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
					1,000			500	1,700		1,700			
317	COMPUTER EQUIPMENT													
	5,294		7,517		1,500		2,259	1,500						
318	COMPUTER SOFTWARE													
	4,000				30,000									
321	TRAVEL, TRAINING & SUBSISTENCE													
	10,785		5,996		25,825		5,205	7,348	19,700		19,700			
328	MEALS & RELATED EXPENSE													
	608		1,342		1,500		733	1,500	1,500		1,500			
361	UNIFORMS & SPECIAL CLOTHING													
	597		596		750		430	750	1,050		1,050			
444	ASR OPERATING & MONITORING EXP													
			186,643		306,550		135,745	290,000	198,000		198,000			
445	NON-CIP ENGINEERING EXPENSE													
					50,000		20,000	20,000	50,000					
461	SPECIAL EXPENSE													
	13,341		21,066		30,900		608	23,700	40,900		40,900			
511	PROFESSIONAL SERVICES													
	63,537		60,847		793,800		288,959	215,000	431,800		457,000			
TOTAL CLASS: 10 MATERIALS & SERVICES														
	148,238		340,502		1,306,250		505,007	621,948	808,920		784,120			
CLASS: 25 TRANSFERS														
816	TRSFERS TO REPROGRAPHICS FUND													
	3,709		2,278		1,651		1,953	1,651	2,322		2,322			
817	TRSFERS TO GARAGE FUND													
			39						33		33			
835	TRSFER TO GF, BVTN BLDG OPERATIONS													
	20,592		10,296		16,701		13,918	16,701	21,892		21,892			
836	TRSFER TO GF, BVTN BLDG DEBT SVC													

249

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	27,400		10,356		12,834		10,695	18,627	5,793					

TOTAL CLASS: 25 TRANSFERS

	51,701		22,969		31,186		26,566	36,979	30,040		24,247			
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TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING

	615,542	3.80	1,048,782	5.80	2,340,218	6.50	1,169,131	1,504,677	1,853,906	6.50	1,820,631	6.50		
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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 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

	17,568	1.00	74,940	1.00	134,187	2.00	106,073	131,445	168,612	2.00	154,146	2.00		
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057 PUBLIC WORKS SUPERVISOR

	108,281	2.00	188,439	2.00	192,562	2.00	158,655	190,702	199,253	2.00	188,921	2.00		
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112 PUBLIC WORKS MANAGER 3

	111,346	1.00	118,242	1.00	122,139	1.00	96,547	122,366	124,856	1.00	124,856	1.00		
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133 WATER CUSTOMER SERVICE TECH

	62,949	1.00	76,997	1.00	23,821		22,157	22,156						
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162 WATER DISTRIBUTION LEAD

	154,431	2.00	172,390	2.00	311,448	5.00	265,035	325,745	426,371	5.00	394,149	5.00		
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173 WATER DISTRIBUTION TECHNICIAN 1

	194,214	6.00	193,518	6.00	338,999	6.00	247,159	310,894	377,427	6.00	366,002	6.00		
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178 WATER QUALITY TECHNICIAN 2

	120,613			1.00	54,502	1.00		14,014	58,721	1.00	58,721	1.00		
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188 INVENTORY CONTROL TECHNICIAN

	15,822	.25												
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209 WATER DISTRIBUTION TECHNICIAN 2

	166,563	3.00	349,031	5.00	206,346	2.00	177,224	203,317	140,876	2.00	187,423	3.00		
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299 PAYROLL TAXES AND FRINGES

	520,424		688,613		959,727		662,574	820,230	925,816		965,655			
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TOTAL CLASS: 05 PERSONNEL SERVICES

	1,472,211	16.25	1,862,170	19.00	2,343,731	19.00	1,735,424	2,140,869	2,421,932	19.00	2,439,873	20.00		
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CLASS: 10 MATERIALS & SERVICES

301 OFFICE EXPENSE

	304		670		1,300		779	1,300	1,300		1,300			
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303 OFFICE FURNITURE & EQUIPMENT

	1,488		801		2,050		820	2,000	2,150		2,150			
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304 DEPARTMENT EQUIPMENT EXPENSE

251

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	24,243		52,481		72,000		40,262	61,000	81,975		81,975			
305	SPECIAL DEPARTMENT SUPPLIES													
	5,983		10,787		11,800		7,023	11,300	31,800		26,800			
307	MEMBERSHIP FEES													
	11,949		14,331		16,981		11,597	16,941	33,950		33,950			
308	PERIODICALS & SUBSCRIPTIONS													
	200		532		870		759	800	800		800			
316	ADVERTISING, RECORDING & FILING													
	2,118						65	100						
317	COMPUTER EQUIPMENT													
			1,895		1,131		995	995	1,646		1,646			
318	COMPUTER SOFTWARE													
			8,000				298							
321	TRAVEL, TRAINING & SUBSISTENCE													
	10,021		13,168		31,325		15,140	17,180	30,660		30,660			
341	COMMUNICATIONS EXPENSE													
	33,902		31,536		46,000		30,254	46,000	48,000		48,000			
351	UTILITIES EXPENSE													
	261,611		280,074		290,000		198,335	290,000	292,000		292,000			
361	UNIFORMS & SPECIAL CLOTHING													
	10,402		9,483		21,200		14,753	21,000	22,400		22,400			
371	EQUIPMENT OPER & MAINT EXPENSE													
					6,650		3,450	3,450						
372	ROLLING STOCK & EQUIPMENT UNDER \$10K													
					5,500		5,500	5,500	9,500		9,500			
381	BUILDING EXPENSE													
	6,429		4,746		20,000		3,031	17,500	20,000		20,000			
409	WATER PURCHASES FOR RESALE													
	1,383,335		1,482,560		1,684,550		826,840	1,684,550	1,700,000		1,700,000			
410	BARNEY RESERVOIR OPERATIONS													
	95,900		104,864		150,051		66,757	150,051	150,000		150,000			

252

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
413	SERVICE INSTALLATIONS													
	2,341		3,276		10,500		8,138	10,500	32,500		7,500			
417	WIF ADMIN OPERATING EXPENSE													
			29,588		13,000			13,000	22,477		22,477			
418	JWC OPERATING EXP - OTHER													
	79,811		59,131		45,000		107,338	80,000	70,000		70,000			
419	CHEMICAL & LABORATORY SUPPLIES													
	33,025		59,928		78,100		61,249	76,000	76,200		76,200			
425	DUMPING EXPENSES													
	1,729		2,995		5,000		4,349	5,000	6,500		6,500			
439	WATER WHEELING SERVICES - TVWD													
			312,589		1,671,621		1,101,933	1,453,450	1,700,000		1,500,000			
441	LINE MAINTENANCE													
	185,760		238,141		228,700		204,982	227,200	248,000		248,000			
446	METER MAINTENANCE													
	225,024		248,329		363,062		334,672	274,000	277,964		277,964			
447	WATER PURCHASES - WHEELING													
			303		510,000		223,348	375,000	520,000		390,000			
448	MANHOLE / PRV VALVE ADJUSTMENTS													
	49,000		116,452		150,000		94,356	115,000	60,000		60,000			
461	SPECIAL EXPENSE													
	349		351		2,523		1,745	2,500	2,113		2,113			
486	WWSP NON-CAPITAL EXPENSE													
								393,024						
487	WATER METERS FOR NEW DEVELOPMENTS													
											218,000			
497	DEBT ISSUANCE COST													
	135,399		1,600		150,850			136,199						
498	UNDERWRITERS DISCOUNT, BOND													
	9,816				20,000			168,501						
511	PROFESSIONAL SERVICES													

253

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	344,899		397,736		629,500		514,994	559,500	293,000		293,000			
512	CITY RIGHT OF WAY FEES													
	641,861		715,778		919,379		766,149	919,379	1,110,000		1,087,500			
525	PMTS TO OTHER GOVERNMENT AGENCIES													
	53,778		55,891		60,000		59,178	59,178	60,000		60,000			
536	MAINTENANCE CONTRACTS													
	23,742		26,974		49,500		31,870	49,500	53,500		53,500			
551	RENTS AND LEASES													
	1,917		220		2,700			1,000	2,700		2,700			

TOTAL CLASS: 10 MATERIALS & SERVICES

	3,636,336		4,285,210		7,270,843		4,740,959	7,247,598	6,961,135		6,796,635			
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CLASS: 15 CAPITAL OUTLAY

641	VEHICLES													
	747		167,420		473,873		233,068	238,873	157,410		352,080			
670	ROLLING STOCK													
					273,364		266,258	266,258	436,100		238,500			
671	EQUIPMENT													
	140,678		98,000		96,600		90,175	96,600	108,000		108,000			

TOTAL CLASS: 15 CAPITAL OUTLAY

	141,425		265,420		843,837		589,501	601,731	701,510		698,580			
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CLASS: 25 TRANSFERS

801	TRSFR TO GENERAL FD - OVERHEAD													
	318,316		360,830		448,971		374,143	448,971	518,656		518,656			
802	TRSFR TO GENERAL FD-ACCOUNTING													
	28,616		62,355		100,875		84,063	100,875	135,149		135,149			
803	TRSFR TO GENERAL FD-LANDSCAPE													
	80,215		83,669		88,269		73,558	88,269	89,196		87,150			
804	TRSFR - OPERATIONS ADMIN													

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	249,697		314,361		261,881		218,234	261,881	320,543		295,393			
805	TRSFER TO G/F BLDG MAINT													
	18,448		20,886		20,972		17,477	20,972	21,522		21,522			
808	TRSFERS TO GIS PGRM (TO ISD FUND 2018-19)													
	165,166		179,079		177,216		147,680	177,216	186,238		187,127			
817	TRSFERS TO GARAGE FUND													
	112,814		123,205		134,214		96,572	134,214	149,783		149,783			
818	TRSFERS TO ISD-ALLOCATED													
	232,089		275,734		329,957		274,964	329,957	316,718		324,000			
819	TRSFERS TO INSURANCE FUND													
	228,792		228,792		285,990		238,325	285,990	285,990		285,990			
832	TRSFERS TO WATER DEBT SVC FUND													
	748,426		2,184,994		2,184,994		1,544,754	2,184,994	4,536,568		4,432,135			
833	TRSFERS TO WATER CONSTRUCT FUND													
	1,230,000		1,000,000		2,000,000			2,000,000	2,000,000		2,000,000			
844	TRSFERS TO WATER WIFIA FUND													
								120,000	630,000		630,000			

TOTAL CLASS: 25 TRANSFERS

	3,412,579		4,833,905		6,033,339		3,069,770	6,153,339	9,190,363		9,066,905			
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CLASS: 30 FUND BAL/CONTINGENCY/RESERVES

972	RESERVE - OPERATIONS FACILITY REPLACMT													
					121,939				243,734		243,734			
987	RESERVE - JWC EMERGENCY EQUIPMT													
					500,000				500,000		500,000			
991	CONTINGENCY - UNRESERVED													
					8,571,610				4,392,551		4,716,400			
995	RESERVE - RATE STABILIZATION													
					600,000				600,000		600,000			
996	RESERVE - EQUIPMENT REPLACEMT													

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 501 WATER FUND

DEPT: 85 PUBLIC WORKS - OPERATIONS

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 YTD	2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
					398,636				513,491		513,491			
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES														
					10,192,185				6,249,776		6,573,625			
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS														
	8,662,551	16.25	11,246,705	19.00	26,683,935	19.00	10,135,654	16,143,537	25,524,716	19.00	25,575,618	20.00		

**WATER FUND - PUBLIC WORKS
FY 2019-20 ADOPTED**

Code	Position Title	Actual FY 18-19	Adopted FY 19-20	New	Transfer	Reclass	Deleted	Ending FY 19-20
46	PRINCIPAL ENGINEER	0.40	0.40					0.40
49	PROG COORDINATOR -PUBLIC WORKS	1.00	2.00					2.00
57	PUBLIC WORKS SUPERVISOR	2.00	2.00					2.00
68	ENGINEERING ASSOCIATE	1.00	1.00					1.00
84	PROJECT ENGINEER 1	2.50	2.10					2.10
112	PUBLIC WORKS MANAGER 3	1.00	1.00					1.00
124	ENGINEERING CONST INSPECTOR	0.40	0.00					0.00
133	WATER CUSTOMER SERVICE TECH	1.00	0.00					0.00
162	WATER DISTRIBUTION LEAD	2.00	5.00					5.00
173	WATER DISTRIBUTION TECHNICIAN 1	6.00	6.00					6.00
175	PROJECT ENGINEER 2	1.00	2.00					2.00
178	WATER QUALITY TECHNICIAN 2	1.00	1.00					1.00
209	WATER DISTRIBUTION TECHNICIAN 2	5.00	2.00					2.00
221	SUPPORT SPECIALIST 2	0.50	0.50					0.50
294	PROJECT SPECIALIST	0.00	0.50					0.50
	Total	24.80	25.50	0.00	0.00	0.00	0.00	25.50

FY 2020-21 PROPOSED

Code	Position Title	Ending FY 19-20	New	Transfer	Reclass	Deleted	Proposed FY 20-21
46	PRINCIPAL ENGINEER	0.40					0.40
49	PROG COORDINATOR -PUBLIC WORKS	2.00					2.00
57	PUBLIC WORKS SUPERVISOR	2.00					2.00
68	ENGINEERING ASSOCIATE	1.00					1.00
84	PROJECT ENGINEER 1	2.10					2.10
112	PUBLIC WORKS MANAGER 3	1.00					1.00
124	ENGINEERING CONST INSPECTOR	0.00					0.00
133	WATER CUSTOMER SERVICE TECH	0.00					0.00
162	WATER DISTRIBUTION LEAD	5.00					5.00
173	WATER DISTRIBUTION TECHNICIAN 1	6.00					6.00
175	PROJECT ENGINEER 2	2.00					2.00
178	WATER QUALITY TECHNICIAN 2	1.00					1.00
209	WATER DISTRIBUTION TECHNICIAN 2	2.00	1.00 ^a				3.00
221	SUPPORT SPECIALIST 2	0.50					0.50
294	PROJECT SPECIALIST	0.50					0.50
	Total	25.50	1.00	0.00	0.00	0.00	26.50

^a FY 2020-21 proposes a new 1 FTE Water Distribution Technician 2 position in the Water System Distribution program.

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 BEGINNING WORKING CAPITAL

301	BEGINNING WORKING CAPITAL												
		12,236,827	13,147,277		13,462,753		13,462,753	10,638,746				11,264,478	

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

		12,236,827	13,147,277		13,462,753		13,462,753	10,638,746				11,264,478	
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329	OTHER INTERGOVERNMENTAL REV												
		101,872	88,526		80,000		80,000	80,000				80,000	

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

		101,872	88,526		80,000		80,000	80,000				80,000	
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CLASS: 20 PERMITS & FEES

355	WATER METER INSTALLATION FEES												
		51,989	33,835		20,000		20,000	20,000				20,000	

TOTAL CLASS: 20 PERMITS & FEES

		51,989	33,835		20,000		20,000	20,000				20,000	
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CLASS: 25 SERVICE FEES

361	WATER SALES												
		10,127,493	11,323,060		15,316,462		14,500,000	16,500,000				16,150,000	

362	UNMETERED WATER SALES												
		29,914	23,447		15,000		10,000	15,000				15,000	

364	CUSTOMER SERV CHARGES												
		27,385	27,845		25,000		30,000	30,000				30,000	

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
 LEASE OF THE CITY'S EXCESS 2.1MGD JWC PLANT CAPACITY TO THE TUALATIN VALLEY WATER DISTRICT \$80,000

355 WATER METER INSTALLATION FEES
 CHARGES FOR NEW WATER METERS ARE INCREASING FOR METERS WHICH ARE CAPABLE OF RADIO SIGNAL READING \$20,000

361 WATER SALES
 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 JULY1, 2017 17 CENTS IS DEDICATED TO FUTURE CAPACITY INCREASES FOR 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, 2018 17 CENTS IS DEDICATED TO FUTURE CAPACITY INCREASES FOR THE WATER CONSTRUCTION FUND
 FY2018-19 REVISED ESTIMATE INCLUDES:
 3% INCREASE IN WATER SALES REVENUES OVER LAST YEAR'S ACTUALS -\$431,000
 REVENUE FROM AREAS WITHDRAWN FROM TVWD AND BILLED BY BEAVERTON
 AREAS 2 AND 5 BEGINNING IN DECEMBER 2018 - \$85,480
 AREAS 3 AND 6 BEGINNING IN MARCH 2019 - \$180,580
 AREA 4 BEGINNING IN MAY 2019 - 420,720
 FY 19-20 WATER SALES REFLECTS A 3.15% INCREASE ON CONSUMPTION WHICH IS A 10 CENT INCREASE FROM \$3.17 TO \$3.27 PER 100 CUBIC FEET OF WATER EFFECTIVE JULY1, 2019 AMENDMENT PACKET NO. 3 - INCREASE THE CONSUMPTION RATE BY 30 CENTS PER CCF TO FUND THE DEBT SERVICE PAYMENTS ON A \$30 MILLION REVENUE BOND ISSUE SCHEDULED FOR LATE FY 2019-20
 FY 20-21 WATER SALES REFLECTS A 18.5% INCREASE ON CONSUMPTION WHICH IS A 66 CENT INCREASE FROM \$3.57 TO \$4.23 PER 100 CUBIC FEET OF WATER EFFECTIVE DEC. 1, 2020 \$16,150,000 REVENUE FROM AREAS WITHDRAWN FROM TVWD AND BILLED BY BEAVERTON
 AREA 2&5 \$218,370
 AREA 3 \$406,834
 AREA 4 \$2,882,534
 AREA 6 \$290,437

362 UNMETERED WATER SALES
 CHARGES FOR USING WATER FROM HYDRANTS \$15,000

364 CUSTOMER SERV CHARGES
 FEES CHARGED FOR RETURNED CHECKS AND WATER METER TURN ON FEES. \$30,000

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
366	DEMAND CHARGE												
	3,579,324		4,150,245		5,366,782		5,100,000	5,700,000		5,600,000			
369	UTILITY SALES ALLOWANCES												
	-71,077		-107,903		-85,000		-100,000	-95,000		-111,000			
TOTAL CLASS: 25 SERVICE FEES													
	13,693,039		15,416,694		20,638,244		19,540,000	22,150,000		21,684,000			
CLASS: 35 MISCELLANEOUS REVENUES													
382	SALE OF CITY OR BURA PROPERTY												
	12,825		11,443				27						
384	INVESTMENT INTEREST EARNINGS												
	206,543		295,435		313,600		313,600	262,100		183,500			
389	MISCELLANEOUS REVENUES												
	34,547		34,002		30,000		30,000	30,000		30,000			
394	MISC INTEREST EARNINGS												
	19,318		21,902		20,000		20,000	20,000		20,000			
398	SRVS PROVIDED TO OTHER FUNDS												
	91,179		347,548		200,000		200,000	200,000		200,000			
399	REIMBURSEMENTS - OTHER												
	280												
753	ENERGY EFFICIENCY REBATES												
			6,160				5,196						
757	MED/LIFE INS PREM REFUND DISTRIBUTION												
	3,656		2,261										
TOTAL CLASS: 35 MISCELLANEOUS REVENUES													
	368,348		718,751		563,600		568,823	512,100		433,500			
TOTAL PROGRAM: 0000 UNRESTRICTED													
	26,452,075		29,405,083		34,764,597		33,671,576	33,400,846		33,481,978			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 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 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
 FY2018-19 ESTIMATE INCLUDES REVENUE FROM AREAS WITHDRAWN FROM TVWD DURING THE YEAR:
 FY 19-20 MODEST GROWTH IN THE NUMBER OF NEW METERS SERVED AND \$1 PER MONTH (7.14%) INCREASE ON ALL METER SIZES, EFFECTIVE 7/1/2019
 FY 20-21 MODEST GROWTH IN THE NUMBER OF NEW METERS SERVED AND \$1 PER MONTH (6.25%) INCREASE ON ALL METER SIZES, EFFECTIVE 12/1/2020 \$5,600,000
 REVENUE FROM AREAS WITHDRAWN FROM TVWD AND BILLED BY BEAVERTON
 AREA 2&5 \$35,544
 AREA 3 \$210,888
 AREA 4 \$706,788
 AREA 6 \$91,164

- 369 UTILITY SALES ALLOWANCES
 BILLING ADJUSTMENTS TO CUSTOMER ACCOUNTS FOR LEAKS, WRITE OFF OF DELINQUENT CHARGES, WHEN APPLICABLE AND WRITE OFF OF UNCOLLECTIBLE ACCOUNTS \$111,000

- 382 SALE OF CITY OR BURA PROPERTY

- 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% FY 20-21 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.40% \$183,500

- 389 MISCELLANEOUS REVENUES
 AT&T CELL TOWER SITE LEASE, T-MOBILE CELL TOWER SITE LEASE, HYDRANT METER \$30,000 RENTALS, 3RD PARTY RECOVERIES FOR DAMAGES TO CITY PROPERTY

- 394 MISC INTEREST EARNINGS
 REVENUES FROM DELINQUENT CHARGES ASSESSED THROUGH THE CITY'S UTILITY \$20,000 BILLING SYSTEM

- 398 SRVS PROVIDED TO OTHER FUNDS
 REIMBURSEMENTS RECEIVED FROM OTHER FUNDS FOR PROVIDING IN-HOUSE ENGINEERING SERVICES FOR CAPITAL PROJECTS. \$200,000

- 399 REIMBURSEMENTS - OTHER

- 753 ENERGY EFFICIENCY REBATES
 PGE ENERGY EFFICIENCY REBATE - INCENTIVE FOR THE SEXTON MT. PUMP STATION'S PARTICIPATION IN THE ENERGY PARTNER PROGRAM WITH PGE.
 THE PROGRAM IS SEASONAL AND MAY NOT CONTINUE IN THE FY20-21.

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

BP WORKSHEET & JUSTIFICATION

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
TOTAL DEPARTMENT: 03 REVENUE													
	26,452,075		29,405,083		34,764,597		33,671,576	33,400,846		33,481,978			

BP WORKSHEET & JUSTIFICATION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS



City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

046	PRINCIPAL ENGINEER												
	53,062	.40	56,097	.40	57,940	.40	64,737	56,019	.40	56,019	.40		
068	ENGINEERING ASSOCIATE												
			11,153	1.00	83,970	1.00	70,043	75,324	1.00	75,324	1.00		
084	PROJECT ENGINEER 1												
	141,555	1.50	231,929	2.50	214,071	2.10	207,486	217,564	2.10	215,894	2.10		
123	ENGINEERING TECH 2												
					7,702		8,654						
124	ENGINEERING CONST INSPECTOR												
	24,829	.40	26,638	.40									
175	PROJECT ENGINEER 2												
	30,591	1.00	111,981	1.00	214,973	2.00	147,272	230,031	2.00	230,031	2.00		
221	SUPPORT SPECIALIST 2												
	23,721	.50	25,371	.50	28,021	.50	22,056	27,870	.50	27,870	.50		
294	PROJECT SPECIALIST												
					28,444	.50	28,668	36,998	.50	36,998	.50		
299	PAYROLL TAXES AND FRINGES												
	141,845		222,142		367,661		296,834	371,140		370,128			

TOTAL CLASS: 05 PERSONNEL SERVICES

	415,603	3.80	685,311	5.80	1,002,782	6.50	845,750	1,014,946	6.50	1,012,264	6.50		
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CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT												
	1,616		2,096		3,100			2,500		2,500			
305	SPECIAL DEPARTMENT SUPPLIES												
	70		4		400		400	400		400			

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER 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.
 FY 2019-20 REFLECTS 380 HRS PTO CASH-IN.
 - 068 ENGINEERING ASSOCIATE
 FY 2018-19 REFLECTS A NEW 1 FTE ENGINEERING ASSOCIATE ADDED MID-YEAR
 - 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.
 FY 18-19 REFLECTS A NEW 1 FTE PROJECT ENGINEER 1 POSITION.
 FY 2019-20 REFLECTS 1 FTE PROJECT ENGR 1 POSITION BEING REALLOCATED FROM 20/40/40 IN STREET FUND / WATER FUND / STORM DRAIN FUND TO 100% IN STREET FUND PROGRAM 0735.
 - 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.
 POSITION ALLOCATED 50% WATER FUND, 25% SEWER FUND AND 25% STORM DRAIN FUND.
 FY 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF AN ENGINEERING TECH2 POSITION TO A PROJECT SPECIALIST POSITION.
 - 124 ENGINEERING CONST INSPECTOR
 1 FTE ENGINEERING CONSTRUCTION INSPECTOR IS ALLOCATED
 40% 501-72-0740, 40% 513-72-0740, 20% 101-72-0735
 FY 2019-20 REFLECTS 1 FTE ENGR CONST INSPECTOR POSITION'S ALLOCATION CHANGING FROM 20/40/40 IN STREET FUND 101-72-0735 / WATER FUND 501-72-0740 / STORM FUND 513-72-0740 TO 100% IN GENERAL FUND (001-70-0701)
 - 175 PROJECT ENGINEER 2
 FY 17-18 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE PROJECT ENGINEER POSITION TO 1 FTE PROJECT ENGINEER 2 POSITION.
 FY 19-20 REFLECTS A NEW 1 FTE PROJECT ENGINEER 2 POSITION.
 FT 2019-20 AND 2020-21 REFLECT 80 HRS PTO CASH-IN.
 - 221 SUPPORT SPECIALIST 2
 POSITION IS ALLOCATED .50 FTE 501-72-0740 / .25 FTE 502-72-0740 / .25 FTE 513-72-0740.
 - 294 PROJECT SPECIALIST
 POSITION ALLOCATED 50% WATER FUND, 25% SEWER FUND AND 25% STORM DRAIN FUND.
 FY 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF AN ENGINEERING TECH2 POSITION TO A PROJECT SPECIALIST POSITION.
 - 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
 MISCELLANEOUS OFFICE FURNITURE AND EQUIPMENT \$2,500
 - 305 SPECIAL DEPARTMENT SUPPLIES
 MISCELLANEOUS SUPPLIES AND MATERIALS \$400

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
307	MEMBERSHIP FEES												
	48,390		54,395		60,925		61,250	61,370		61,370			
314	OUTSIDE REPRODUCTION EXPENSES												
					1,000		500	1,700		1,700			
317	COMPUTER EQUIPMENT												
	5,294		7,517		1,500		1,500						
318	COMPUTER SOFTWARE												
	4,000				30,000								
321	TRAVEL, TRAINING & SUBSISTENCE												
	10,785		5,996		25,825		7,348	19,700		19,700			
328	MEALS & RELATED EXPENSE												
	608		1,342		1,500		1,500	1,500		1,500			
361	UNIFORMS & SPECIAL CLOTHING												
	597		596		750		750	1,050		1,050			
444	ASR OPERATING & MONITORING EXP												
			186,643		306,550		290,000	198,000		198,000			
445	NON-CIP ENGINEERING EXPENSE												
					50,000		20,000	50,000					
461	SPECIAL EXPENSE												
	13,341		21,066		30,900		23,700	40,900		40,900			
511	PROFESSIONAL SERVICES												
	63,537		60,847		793,800		215,000	331,800		457,000			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 307 MEMBERSHIP FEES
 - 5 - PROF ENGINEER LICENSE RENEWAL (INCLUDING NEW PE2 POSITION) \$1,000
 - 3 - ASCE (AMERICAN SOCIETY OF CIVIL ENGINEERS) (\$225EA) (DW, PD & PE2) \$675
 - OREGON ASSOC OF WATER UTILITIES (CITY MEMBERSHIP)\$8,200
 - AWWA CITY MEMBERSHIP\$4,100
 - AMERICAN PUBLIC WORKS ASSOCIATION MEMBERSHIP (SS & PE2) \$380
 - WATER RIGHTS EXAMINER LICENSE RENEWAL (DW) \$100
 - REGIONAL WATER PROVIDER CONSORTIUM ANNUAL DUES\$40,250
 - LEAGUE OF OREGON CITIES ANNUAL DUES (WATER PORTION)\$6,345
 - 1-PROF LAND SURVEYOR LICENSE RENEWAL (\$220EA) (DW) \$220
 - 1-PLSO MEMBERSHIP (\$100EA) (DW) \$100
- 314 OUTSIDE REPRODUCTION EXPENSES
 - AWWA COPYRIGHTED BROCHURES & MATERIALS; OTHER PRINTED MATERIALS RELATED TO WATER\$1,000
 - VARIOUS WATER CONSERVATION PRINT MATERIALS\$700
- 317 COMPUTER EQUIPMENT
 - NO APPROPRIATION REQUESTED
- 318 COMPUTER SOFTWARE
- 321 TRAVEL, TRAINING & SUBSISTENCE
 - 1 - TRAINING FOR WATER DIST 1 PROFESSIONAL DEV HOURS (BB) \$900
 - 1 - PROFESSIONAL ENG/PROF LAND SURVEYOR/WATER RIGHTS (PRINCIAL ENG)\$1,000
 - 6 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500 EA) (5 PE, 1 SPECIALIST) \$9,000
 - 2 - APWA CONFERENCE AND TECHNICAL TRAININGS\$2,000
 - 1 - TRAINING FOR SANITARY CERT PROFESSIONAL DEV HOURS (DW)\$900
 - DEPARTMENTAL PROFESSIONAL DEVELOPMENT\$2,500
 - 1 - TRAINING FOR ASSOCIATE ENGINEER\$1,000
 - FOR NEW PROJ ENGR 2 POSITION: APWA CONF AND TECHNICAL ENGINEER TRAININGS\$2,400
- 328 MEALS & RELATED EXPENSE
 - PROF MEETINGS AND MEALS ASSOCIATED WITH TRAINING\$500
 - HOST WATER REGIONAL WATER PROVIDERS CONSORTIUM MEETINGS\$400
 - HOST AWWA SUBSECTION LUNCH\$600
- 361 UNIFORMS & SPECIAL CLOTHING
 - 7 - RAINGEAR, FOOTWEAR, CLOTHING, JACKETS, HARD HATS, VESTS & SAFETY EQUIP (\$150/EMPLOYEE) \$1,050
- 444 ASR OPERATING & MONITORING EXP
 - ASR ANNUAL REPORTING AND ON CALL SERVICES \$198,000
- 445 NON-CIP ENGINEERING EXPENSE
- 461 SPECIAL EXPENSE
 - INFORMATION DEVICES (EMERGENCY PREPAREDNESS AND WATER CONSERVATION)\$1,500
 - WATER SAVINGS KITS FOR PUBLIC DISTRIBUTION\$3,000
 - MANDATED COB WATER SYSTEM EMERGENCY RESPONSE PLAN UPDATE\$5,000
 - CITY SHARE OF JWC WASH. CO FAIR BOOTH\$500
 - MESSENGER SERVICES \$400
 - WATER SAVINGS REBATE PROGRAM\$30,000
 - CITY SHARE OF COLLEGE CAREER FAIR BOOTH FOR STAFF RECRUITMENT 500 \$500
- 511 PROFESSIONAL SERVICES
 - CONSULTANT SERVICES FOR EPA MANDATED CONSUMER CONFIDENCE REPORT\$7,000
 - ELEMENTARY SCHOOLS WATER CONSERVATION PERFORMANCES\$1,000
 - IN-HOUSE LOCATE CHARGES \$45,000
 - WATER AUDITS FOR WATER CONSERVATION\$2,000
 - WATER SDC RATE STUDY (POTABLE AND NON-POTABLE)\$20,000
 - COMMUNITY WATER SYSTEM RISK AND RESILENCE\$200,000
 - SHAKE ALERT - TELEMETRY INTERGRATIONS\$10,000
 - FRACTA - PIPELINE CONDITION ASSESSMENT\$15,000
 - WATER SYSTEM HYDROLIC MODELING \$50,000
 - CATHODIC PROTECTION STUDY \$67,000
 - ON-CALL SURVEY \$40,000

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
TOTAL CLASS: 10 MATERIALS & SERVICES													
	148,238		340,502		1,306,250		621,948	708,920		784,120			
CLASS: 25 TRANSFERS													
816	TRSFERS TO REPROGRAPHICS FUND												
	3,709		2,278		1,651		1,651	2,322		2,322			
817	TRSFERS TO GARAGE FUND												
			39					33		33			
835	TRSMR TO GF, BVTN BLDG OPERATIONS												
	20,592		10,296		16,701		16,701	21,892		21,892			
836	TRSMR TO GF, BVTN BLDG DEBT SVC												
	27,400		10,356		12,834		18,627	5,793					
TOTAL CLASS: 25 TRANSFERS													
	51,701		22,969		31,186		36,979	30,040		24,247			
TOTAL PROGRAM: 0740 ENTERPRISE MGMT & ADMIN													
	615,542	3.80	1,048,782	5.80	2,340,218	6.50	1,504,677	1,753,906	6.50	1,820,631	6.50		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 816 TRSFERS TO REPROGRAPHICS FUND
ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING, & POSTAGE CHARGES THROUGH REPROGRAPHICS \$2,322
- 817 TRSFERS TO GARAGE FUND
ALLOCATION OF FLEET SERVICES (FUEL, MAINTENANCE & REPLACEMENT) PROVIDED BY THE GARAGE FUND \$33
- 835 TRSFR TO GF, BVTN BLDG OPERATIONS
BEAVERTON BUILDING OPERATING EXPENSE ALLOCATION \$21,892
- 836 TRSFR TO GF, BVTN BLDG DEBT SVC
BEAVERTON BUILDING DEBT SERVICE EXPENSE ALLOCATION
THE BONDS WILL BE PAID OFF IN FY 2019-20

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 501 WATER FUND
 DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING
 PROGRAM: 0747 WIFIA PROGRAM MGMT

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 EST AMT	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE		AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 10 MATERIALS & SERVICES
 511 PROFESSIONAL SERVICES

100,000

TOTAL CLASS: 10 MATERIALS & SERVICES

100,000

TOTAL PROGRAM: 0747 WIFIA PROGRAM MGMT

100,000

TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING

615,542	3.80	1,048,782	5.80	2,340,218	6.50	1,504,677	1,853,906	6.50	1,820,631	6.50
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City of Beaverton - Finance

Budget Preparation - 2021

FUND: 501 WATER FUND

DEPT: 72 CAPITAL DEVELOPMNT-ENGINEERING

PROGRAM: 0747 WIFIA PROGRAM MGMT

BP WORKSHEET & JUSTIFICATION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

511 PROFESSIONAL SERVICES

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 10 MATERIALS & SERVICES

316	ADVERTISING, RECORDING & FILING												
	2,118						100						
409	WATER PURCHASES FOR RESALE												
	1,383,335		1,482,560		1,684,550		1,684,550	1,700,000		1,700,000			
410	BARNEY RESERVOIR OPERATIONS												
	95,900		104,864		150,051		150,051	150,000		150,000			
417	WIF ADMIN OPERATING EXPENSE												
			29,588		13,000		13,000	22,477		22,477			
418	JWC OPERATING EXP - OTHER												
	79,811		59,131		45,000		80,000	70,000		70,000			
439	WATER WHEELING SERVICES - TVWD												
			312,589		1,671,621		1,453,450	1,700,000		1,500,000			
447	WATER PURCHASES - WHEELING												
			303		510,000		375,000	520,000		390,000			
486	WWSP NON-CAPITAL EXPENSE												
							393,024						
497	DEBT ISSUANCE COST												
	135,399		1,600		150,850		136,199						
498	UNDERWRITERS DISCOUNT, BOND												
	9,816				20,000		168,501						
511	PROFESSIONAL SERVICES												
	248,674		260,707		310,000		310,000						
512	CITY RIGHT OF WAY FEES												
	641,861		715,778		919,379		919,379	1,110,000		1,087,500			

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 17-18 INCLUDES:
 - JWC WATER TREATMENT PLANT WATER PRODUCTION CHARGES BUD\$1,400,000/ ACTUAL \$1,365,000
 - BUREAU OF RECLAMATION BUD \$26,000/ ACTUAL \$18,000
 - PORTLAND WATER BUREAU BUD \$500/ ACTUAL 500
 - FY 18-19 INCLUDES \$1,600,000 FOR JWC WATER AND TREATMENT PLANT COSTS,\$27,000 BUREAU OF JWC WATER TREATMENT PLANT WATER PRODUCTION CHARGES\$1,600,000
 - BUREAU OF RECLAMATION \$27,000
 - PORTLAND WATER BUREAU \$525
 - FY 19-20 INCLUDES:
 - JWC WATER TREATMENT PLANT WATER PRODUCTION CHARGES
 - BUREAU OF RECLAMATION
 - PORTLAND WATER BUREAU FY20-21 \$1,700,000

- 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 \$150,000

- 417 WIF ADMIN OPERATING EXPENSE
 - BEAVERTON'S PROPORTIONAL EXPENSE OF THE WILLAMETTE INTAKE FACILITIES COMMISSION'S OPERATIONS. \$22,477

- 418 JWC OPERATING EXP - OTHER
 - MAINTENANCE PERFORMED BY JWC STAFF ON CHLORINE SCRUBBER, TRANSMISSION LINE CORRIDOR, SEDIMENT REMOVAL AND INSPECTIONS OF THE CLEARWELL AND RESERVOIRS.\$70,000

- 439 WATER WHEELING SERVICES - TVWD
 - PAYMENT TO TVWD TO WHEEL WATER THROUGH TVWD'S SYSTEM FOR THE 4,077 ACCOUNTS THAT WERE WITHDRAWN FROM TVWD'S SERVICE AREA AND TRANSFERRED TO THE CITY OF BEAVERTON'S SERVICE AREA
 - FY 2018-19 216,655 CCF OF WATER AT WHEELING CHARGE OF\$1.722 PER CCF \$373,080
 - FY 2019-20 970,744 CCF OF WATER AT WHEELING CHARGE OF\$1.722 PER CCF
 - FY 2020-21 892,000 CCF OF WATER AT WHEELING CHARGE OF\$1.682 PER CCF \$1,500,000

- 447 WATER PURCHASES - WHEELING
 - WATER PURCHASES FROM THE JWC WATER TREATMENT PLANT THAT IS WHEELED THROUGH TVWD'S WATER SYSTEM TO SERVE THE AREAS WITHDRAWN FROM THE TVWD'S SERVICE DISTRICT AND NOW SERVED BY CITY OF BEAVERTON\$390,000

- 486 WWSP NON-CAPITAL EXPENSE

- 497 DEBT ISSUANCE COST
 - BOND PAYING AGENT FEES
 - BOND ISSUANCE COSTS FOR PROJECTED \$30 MILLION 2019 WATER REVENUE BONDS

- 498 UNDERWRITERS DISCOUNT, BOND
 - COST FOR PROJECTED \$30 MILLION 2019 WATER REVENUE BONDS

- 511 PROFESSIONAL SERVICES
 - FY 2019-20 INCREASE REFLECTS A SLIGHT INCREASE FOR GROWTH IN NUMBER OF METERS READ AND ADDITIONAL COSTS EXPECTED WITH THE TVWD WITHDRAWAL AREAS AND SOUTH COOPER MOUNTAIN

- 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.
 - FY 2019-20 INCREASE REFLECTS THE 4,077 WATER ACCOUTS THAT WERE WITHDRAWN FROM THE TVWD AND NOW SERVED AND BILLED BY THE CITY OF BEAVERTON

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
525	PMTS TO OTHER GOVERNMENT AGENCIES												
	53,778		55,891		60,000		59,178	60,000		60,000		60,000	
TOTAL CLASS: 10 MATERIALS & SERVICES													
	2,650,692		3,023,011		5,534,451		5,742,432	5,332,477		4,979,977			
CLASS: 25 TRANSFERS													
801	TRSFER TO GENERAL FD - OVERHEAD												
	318,316		360,830		448,971		448,971	518,656		518,656			
802	TRSFER TO GENERAL FD-ACCOUNTING												
	28,616		62,355		100,875		100,875	135,149		135,149			
818	TRSFERS TO ISD-ALLOCATED												
	232,089		275,734		329,957		329,957	316,718		324,000			
819	TRSFERS TO INSURANCE FUND												
	228,792		228,792		285,990		285,990	285,990		285,990			
832	TRSFERS TO WATER DEBT SVC FUND												
	748,426		2,184,994		2,184,994		2,184,994	4,536,568		4,432,135			
833	TRSFERS TO WATER CONSTRUCT FUND												
	1,230,000		1,000,000		2,000,000		2,000,000	2,000,000		2,000,000			
844	TRSFERS TO WATER WIFIA FUND												
							120,000	630,000		630,000			
TOTAL CLASS: 25 TRANSFERS													
	2,786,239		4,112,705		5,350,787		5,470,787	8,423,081		8,325,930			
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES													
972	RESERVE - OPERATIONS FACILITY REPLACMT												
					121,939			243,734		243,734			
987	RESERVE - JWC EMERGENCY EQUIPMT												
					500,000			500,000		500,000			
991	CONTINGENCY - UNRESERVED												
					8,571,610			4,392,551		4,716,400			
995	RESERVE - RATE STABILIZATION												
					600,000			600,000		600,000			
996	RESERVE - EQUIPMENT REPLACMT												
					398,636			513,491		513,491			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 525 PMTS TO OTHER GOVERNMENT AGENCIES
 PAYMENTS TO WEST SLOPE WATER DISTRICT FOR TRANSFER OF 66 ACCOUNTS TO THE CITY OF \$60,000
 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
 14.59% OF FY19-20 BUDGETED PERSONNEL SERVICES TOTAL EXPENDITURES \$518,656
- 802 TRSFR TO GENERAL FD-ACCOUNTING
 ALLOCATION OF ACCOUNTING SERVICES PROVIDED BY THE GENERAL FUND \$135,149
- 818 TRSFRS TO ISD-ALLOCATED
 ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND \$239,466
 SOFTWARE MAINTENANCE - TELEMETRY, ASSET SYSTEM, BACKFLOW SYSTEM AND UTILITY BILLINGS \$82,334
 ENGINEERING SOFTWARE UPGRADES \$2,200
- 819 TRSFRS TO INSURANCE FUND
 ALLOCATION OF CHARGES FOR GENERAL LIABILITY AND PROPERTY INSURANCE \$285,990
- 832 TRSFRS TO WATER DEBT SVC FUND
 DEBT SERVICE (PRINCIPAL & INTEREST) ON OUTSTANDING WATER REVENUE BONDS. (2016 & 2018)
 2016 BOND ISSUE \$680,748
 2018 BOND ISSUE \$1,440,250
 2020 BOND ISSUE \$2,246,027
 CONTRACTUAL DEBT TO BUREAU OF RECLAMATION FOR SCOGGINS DAM \$65,110
- 833 TRSFRS TO WATER CONSTRUCT FUND
 TRANSFER FROM WATER OPERATING FUND TO HELP COVER THE COST OF VARIOUS JWC AND EXTRA \$2,000,000
 CAPACITY INCREASE PROJECTS
- 844 TRSFRS TO WATER WIFIA FUND

- 972 RESERVE - OPERATIONS FACILITY REPLACMT
 IN FY 2019-20, CITY ESTABLISHED A RESERVE TO BEGIN ACCUMULATING FUNDS
 FOR THE EVENTUAL REPLACEMENT OF THE OPERATIONS FACILITY COMPLEX (\$500,000 PER YEAR)
 \$1,000,000 ACCUMULATED BALANCE IS ALLOCATED BASED UPON FTE COUNTS IN DEPARTMENT 85.
 GENERAL FUND \$141,110
 STREET FUND \$265,157
 WATER FUND \$243,734
 SEWER FUND \$130,461
 STORM DRAIN FUND \$219,538
 \$243,734
- 987 RESERVE - JWC EMERGENCY EQUIPMT
 DEDICATED CONTINGENCY FOR JOINT WATER COMMISSION EMERGENCY PLANT EQUIPMENT (CITY'S SHARE IS 25% OF
 \$2,000,000) \$500,000
- 991 CONTINGENCY - UNRESERVED
- 995 RESERVE - RATE STABILIZATION
 DEDICATED CONTINGENCY FOR WATER RATE STABILIZATION PER BOND COVENANTS \$600,000
- 996 RESERVE - EQUIPMENT REPLACMT
 RESERVE FOR EQUIPMENT REPLACEMENT, JWC RESERVE FOR VEHICLE REPLACEMENT, COB \$513,491

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020 EST AMT	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE		AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES

					10,192,185			6,249,776			6,573,625		

TOTAL PROGRAM: 0741 WATER SERVICES

	5,436,931		7,135,716		21,077,423		11,213,219	20,005,334			19,879,532		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS



BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

057	PUBLIC WORKS SUPERVISOR												
	83,693	1.00	85,804	1.00	91,050	1.00	91,140	93,223	1.00	93,223	1.00		
112	PUBLIC WORKS MANAGER 3												
	55,673	.50	59,121	.50	61,067	.50	61,180	62,424	.50	62,424	.50		
133	WATER CUSTOMER SERVICE TECH												
	62,949	1.00											
162	WATER DISTRIBUTION LEAD												
	64,571	1.00	78,208	1.00	221,371	4.00	236,127	248,474	3.00	234,582	3.00		
173	WATER DISTRIBUTION TECHNICIAN 1												
	194,214	6.00	193,518	6.00	338,999	6.00	310,894	377,427	6.00	366,002	6.00		
188	INVENTORY CONTROL TECHNICIAN												
	15,822	.25											
209	WATER DISTRIBUTION TECHNICIAN 2												
	166,563	3.00	349,031	5.00	206,346	2.00	203,317	140,876	2.00	187,423	3.00		
299	PAYROLL TAXES AND FRINGES												
	353,470		453,200		672,469		573,689	580,965		622,289			

TOTAL CLASS: 05 PERSONNEL SERVICES

	996,955	12.75	1,218,882	13.50	1,591,302	13.50	1,476,347	1,503,389	12.50	1,565,943	13.50		
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE												
	153		548		600		600	600		600			
303	OFFICE FURNITURE & EQUIPMENT												
	66		381		1,050		1,000	1,150		1,150			
304	DEPARTMENT EQUIPMENT EXPENSE												
	13,797		18,431		32,000		31,000	41,875		41,875			

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 2020-21 REFLECTS 40 HRS PTO CASH-IN.
 - 112 PUBLIC WORKS MANAGER 3
 1 FTE PUBLIC WORKS MANAGER 3 IS ALLOCATED:
 50% 501-85-0743 / 50% 501-85-0742.
 FY 2019-20 REFLECTS 84 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 80 HRS PTO CASH-IN.
 - 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 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF 3 FTE WATER DISTRIBUTION TECH 2
 POSITIONS TO 3 FTE WATER DISTRIBUTION LEAD POSITIONS.
 FY 2020-21 REFLECTS 1 FTE WATER DISTR LEAD POSITION TRANSFERRING WITHIN THE WATER FUND
 FROM PROGRAM 0742 TO 0743.
 FY 2020-21 REFLECTS 40 HRS PTO CASH-IN.
 - 173 WATER DISTRIBUTION TECHNICIAN 1
 FY 2019-20 REFLECTS 238 HRS PTO CASH-IN.
 - 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 TECHNICIAN 2
 FY 18-19 REFLECTS 2 NEW FTE WATER DISTRIBUTION EQUIPMENT OPERATOR POSITIONS.
 FY 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF 3 FTE WATER DISTRIBUTION TECH 2
 POSITIONS TO 3 FTE WATER DISTRIBUTION LEAD POSITIONS.
 FY 2019-20 REFLECTS 280 HRS PTO CASH-IN.
 FY 2020-21 REFLECTS A NEW 1 FTE WATER DISTR TECH 2 POSITION STARTING 9/1/2020.
 - 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
-
- 301 OFFICE EXPENSE
 OFFICE SUPPLIES \$600
 - 303 OFFICE FURNITURE & EQUIPMENT
 OFFICE FURNITURE 1 NEW LOCKER \$350
 CHAIR REPLACEMENT \$800
 - 304 DEPARTMENT EQUIPMENT EXPENSE
 REPLACEMENT OF MISCELLANEOUS POWER TOOLS \$15,000
 VALVE TURNING PROGRAM \$4,000
 FLUSHING PROGRAM \$4,000
 HYDRANT REPAIR AND REBUILD \$1,500
 LOCATING \$3,000
 HAMMERHEAD MISSILE FOR TRENCHLESS SERVICE INSTALLATION \$4,400
 DATALOGGER LEAK DETECTION SYSTEM \$9,975

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
305	SPECIAL DEPARTMENT SUPPLIES												
	5,328		6,800		6,800		6,800	20,800		20,800			
307	MEMBERSHIP FEES												
	823		1,440		3,440		3,400	3,270		3,270			
308	PERIODICALS & SUBSCRIPTIONS												
	200		200		450		400	450		450			
317	COMPUTER EQUIPMENT												
			1,167					559		559			
318	COMPUTER SOFTWARE												
321	TRAVEL, TRAINING & SUBSISTENCE												
	5,169		5,465		19,335		8,000	15,910		15,910			
361	UNIFORMS & SPECIAL CLOTHING												
	6,908		7,765		14,000		14,000	14,000		14,000			
371	EQUIPMENT OPER & MAINT EXPENSE												
					6,650		3,450						
372	ROLLING STOCK & EQUIPMENT UNDER \$10K												
					5,500		5,500	9,500		9,500			
413	SERVICE INSTALLATIONS												
	2,341		3,276		10,500		10,500	32,500		7,500			
419	CHEMICAL & LABORATORY SUPPLIES												
	155		16,663		12,100		10,000	10,200		10,200			
425	DUMPING EXPENSES												
	1,729		2,482		4,500		4,500	6,000		6,000			
441	LINE MAINTENANCE												
	153,412		161,995		180,000		178,500	180,000		180,000			
446	METER MAINTENANCE												

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

305	SPECIAL DEPARTMENT SUPPLIES PIPE TAPPING BITS \$1,500 LUMBER \$300 SAW BLADES \$1,000 HAND TOOLS \$2,000 EROSION CONTROL FOR WATER LEAKS \$500 TRASH PUMPS \$1,500 CUTTING BLADES \$14,000
307	MEMBERSHIP FEES AWWA MEMBERSHIP OHA CERTS WATER DIST, TREATMENT 4 SINGLE @140/EACH AND 1 COMBINATION @210/EACH) \$770 EXAM FEE REIMBURSEMENT \$1,500 CROSS CONNECTION SPECIALIST, TESTER 2 SINGLE @195/EACH AND 2 COMBINATION @305/EACH) \$1,000
308	PERIODICALS & SUBSCRIPTIONS WATER DISTRIBUTION & MAINTENANCE MANUALS \$450
317	COMPUTER EQUIPMENT IPAD FOR FIELD USE \$559
318	COMPUTER SOFTWARE NO APPROPRIATION REQUESTED
321	TRAVEL, TRAINING & SUBSISTENCE TRAVEL AND SUBSISTENCE NEEDED TO SUPPORT TRAINING HOTEL AND MEAL EXPENSES \$4,000 TRAINING REGISTRATION FEES FOR WATER RECERTS (4 @500/EA) \$2,000 TRAINING REGISTRATION FEES FOR CROSS CONNECTION RECERTS TESTERS (2@550 & SPEC 2@255) \$1,610 MANAGEMENT TRAINING AWWA (2@500) \$1,000 CITYWORKS CONFERENCE \$1,500 AWWA MANAGEMENT INST. REG AND ALL EXPENSE FOR TWO \$3,200 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$2,600
361	UNIFORMS & SPECIAL CLOTHING SAFETY GEAR AND CLOTHING \$3,500 RAINGEAR \$9,000 OTHER GEAR \$1,500
371	EQUIPMENT OPER & MAINT EXPENSE
372	ROLLING STOCK & EQUIPMENT UNDER \$10K DEMOLITION/BREAKER TOOL FOR EXCAVATOR \$9,500
413	SERVICE INSTALLATIONS WATER SERVICE INSTALLATIONS 1" & 2" COPPER TUBING & BRASS FITTINGS \$7,500
419	CHEMICAL & LABORATORY SUPPLIES VITA DE-CHLOR TABLETS \$9,000 CHLORINE TESTING EQUIPMENT AND REAGENTS \$1,200
425	DUMPING EXPENSES LANDFILL DEBRIS DISPOSAL \$4,000 HAULING ALL DEBRIS DIRECTLY TO RECEIVING FACILITY \$2,000
441	LINE MAINTENANCE MAINTENANCE & REPAIR OF WATER MAINS, VALVES, HYDRANTS, BLOWOFFS AND SERVICES \$120,000 FIRE HYDRANT REPLACEMENT PROGRAM \$60,000
446	METER MAINTENANCE

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
	225,024		248,329		363,062		274,000	277,964		277,964			
448	MANHOLE / PRV VALVE ADJUSTMENTS												
	49,000		116,452		150,000		115,000	60,000		60,000			
461	SPECIAL EXPENSE												
	295		351		1,523		1,500	713		713			
487	WATER METERS FOR NEW DEVELOPMENTS												
										218,000			
511	PROFESSIONAL SERVICES												
	30,063		33,625		111,000		41,000	80,500		80,500			
551	RENTS AND LEASES												
	1,269		131		1,700		1,000	1,700		1,700			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	495,732		625,501		924,210		710,150	757,691		950,691			
CLASS: 15 CAPITAL OUTLAY													
641	VEHICLES												
	747		75,258		429,223		194,223	121,910		316,580			
670	ROLLING STOCK												
					273,364		266,258	436,100		238,500			

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

REPLACE 1,000 5/8" METERS @ \$138.11 EA \$138,110
 REPLACE 5 3" METERS @ \$1,920.14 EACH COMMERCIAL REPLACEMENT \$9,601
 REPLACE 3 VAULTS @ \$3632.38 EA \$10,898
 REPLACE 200 METER BOXES FOR 3/4" AND 1" METERS @ \$172.14 EA \$34,428
 REPLACE 9 1 1/2" METERS @ \$1313.79 EA \$11,824
 REPLACE 10 2" METERS @ \$1515.90 EA \$15,159
 REPLACE 20 1" METERS @ \$197.42 EA \$3,948
 REPLACE 20 METER BOXES FOR 1 1/2" TO 2" METERS @ \$316.37 EA \$6,327
 REPLACE 100 REGISTERS AND ADD REMOTE READ CAPABILITY,\$155 \$15,500
 REPLACE 525 3/4" BRASS METER TAIL PIECES @\$8.77 EA \$4,604
 REPLACE 525 3/4" X 1 BRASS METER BUSHINGS @\$9.49 EA \$4,982
 REPLACE 8 3/4" METER RISERS 12" @\$142.13 \$1,137
 REPLACE 8 1" METER RISERS 12" @\$291.85 \$2,335
 REPLACE 4 1 1/2" METER RISERS 12" @\$1532.36 \$6,129
 REPLACE 4 2" METER RISERS 12" @\$1805.34 \$7,221
 REPLACE 1 6" METER @ \$5760.43 EA \$5,761

448 MANHOLE / PRV VALVE ADJUSTMENTS
 CHARGES FOR ADJUSTING WATER MANHOLES AND VALVES REQUIRED DURING STREET RECONSTRUCTION. \$60,000

461 SPECIAL EXPENSE
 COMMERCIAL DRIVERS LICENSE AND RENEWAL FEES (5 @\$61.50/EA) \$308
 CDL TESTING FEE - 3RD PARTY TESTER (1@\$250/EA & DMV 1@\$155/EA) \$405

487 WATER METERS FOR NEW DEVELOPMENTS
 SOUTH COOPER MOUNTAIN ADJUSTMENT PARTS\$25,000
 METER PURCHASES FOR NEW DEVELOPMENTS \$193,000

511 PROFESSIONAL SERVICES
 TEST AND REPAIR LARGE METERS\$18,500
 CALIBRATION FOR WATER GAUGES & LOCATING EQUIPMENT\$1,500
 6 HOT TAPS @ \$2,500 EACH \$15,000
 UTILITY CUT PAVING\$4,000
 FLAGGERS \$2,000
 12" LINE STOP \$20,000
 SENSUS/FERGUSON METER SUPPORT \$2,500
 OVERHEAD CRANE CERTIFICATION AND TESTING\$17,000

551 RENTS AND LEASES
 MISCELLANEOUS EQUIPMENT RENTAL \$500
 HEAVY EQUIPMENT RENTAL\$1,200

641 VEHICLES
 REPLACEMENT OF 6-620, 2005 FORD F350 WITH LIKE TYPE VEHICLE (COSTS INCLUDE VEHICLE, DUMP BODY, SETUP ITEMS,SAFETY LIGHTING AND LICENSING) \$51,300
 (NOT AVAILBLE AS EV)
 ADDITIONAL VEHICLE- FORD TRANSIT CONNECT CUSTOMER SERVICE VEHICLE (COSTS INCLUDE VEHICLE, SHELIVING, SETUP ITEMS,SAFETY LIGHTING AND LICENSING) \$30,280
 (NOT AVAILBLE AS EV)
 CARRY OVER FROM 19-20: HEAVY DUTY CRANE, LIGHTING, REELS, WATER TANK, GENERATOR, SHELIVING AND LICENSING\$235,000

670 ROLLING STOCK
 ADDITIONAL EQUIPMENT- 2020 908M CATERPILLER LOADER (WILL REMOVE HELDOVER BACKHOE 6-507 COST SPLIT 50% STORM, 25% STREET, 25% WATER \$25,100
 (NOT APPROPRIATE/AVAILABLE AS EV)
 ADDITIONAL EQUIPMENT- 2020 ENCLOSED TRAILER FOR CONCRETE SAW AND TANK (COST INCLUDES TRAILER, SETUP ITEMS, AND LICENSING) \$33,400
 ADDITIONAL EQUIPMENT- 2020 524L JD LARGE LOADER (COST INCLUDES VEHICLES, SETUP ITEMS, AND TITLE)\$180,000
 (NOT APPROPRIATE/AVAILABLE AS EV)

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
671	EQUIPMENT												
	76,902		6,000										
TOTAL CLASS: 15 CAPITAL OUTLAY													
	77,649		81,258		702,587		460,481	558,010		555,080			
CLASS: 25 TRANSFERS													
817	TRSFERS TO GARAGE FUND												
	96,059		83,861		114,284		114,284	109,857		109,857			
TOTAL CLASS: 25 TRANSFERS													
	96,059		83,861		114,284		114,284	109,857		109,857			
TOTAL PROGRAM: 0742 WATER SYSTEM DISTRIBUTION													
	1,666,395	12.75	2,009,502	13.50	3,332,383	13.50	2,761,262	2,928,947	12.50	3,181,571	13.50		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

671 EQUIPMENT
NO APPROPRIATION REQUESTED

817 TRSFERS TO GARAGE FUND
FLEET SERVICES PROVIDED BY THE GARAGE FUND \$109,857

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

049	PROG COORDINATOR -PUBLIC WORKS												
	17,568	1.00	74,940	1.00	134,187	2.00	131,445	168,612	2.00	154,146	2.00		
057	PUBLIC WORKS SUPERVISOR												
	24,588	1.00	102,635	1.00	101,512	1.00	99,562	106,030	1.00	95,698	1.00		
112	PUBLIC WORKS MANAGER 3												
	55,673	.50	59,121	.50	61,072	.50	61,186	62,432	.50	62,432	.50		
133	WATER CUSTOMER SERVICE TECH												
			76,997	1.00	23,821		22,156						
162	WATER DISTRIBUTION LEAD												
	89,860	1.00	94,182	1.00	90,077	1.00	89,618	177,897	2.00	159,567	2.00		
178	WATER QUALITY TECHNICIAN 2												
	120,613			1.00	54,502	1.00	14,014	58,721	1.00	58,721	1.00		
299	PAYROLL TAXES AND FRINGES												
	166,954		235,413		287,258		246,541	344,851		343,366			

TOTAL CLASS: 05 PERSONNEL SERVICES

	475,256	3.50	643,288	5.50	752,429	5.50	664,522	918,543	6.50	873,930	6.50		
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE												
	151		122		700		700	700		700			
303	OFFICE FURNITURE & EQUIPMENT												
	1,422		420		1,000		1,000	1,000		1,000			
304	DEPARTMENT EQUIPMENT EXPENSE												
	10,446		34,050		40,000		30,000	40,100		40,100			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 049 PROG COORDINATOR -PUBLIC WORKS
 FY 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE WATER CUSTOMER SERVICE TECH TO 1 FTE PROGRAM COORDINATOR - PUBLIC WORKS POSITION.
 FY 2020-21 REFLECTS 80 HRS PTO CASH-IN.
- 057 PUBLIC WORKS SUPERVISOR
 FY 2019-20 REFLECTS 277 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 120 HRS PTO CASH-IN.
- 112 PUBLIC WORKS MANAGER 3
 1 FTE PUBLIC WORKS MANAGER 3 IS ALLOCATED:
 50% 501-85-0743 / 50% 501-85-0742.
 FY 2019-20 REFLECTS 84 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 80 HRS PTO CASH-IN.
- 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).
 FY 2019-20 REFLECTS MID-YEAR RECLASSIFICATION OF 1 FTE WATER CUSTOMER SERVICE TECH TO 1 FTE PROGRAM COORDINATOR - PUBLIC WORKS POSITION.
- 162 WATER DISTRIBUTION LEAD
 FY 2020-21 REFLECTS 1 FTE WATER DISTR LEAD POSITION TRANSFERRING WITHIN THE WATER FUND FROM PROGRAM 0742 TO 0743.
 FY 2019-20 REFLECTS 335 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 120 HRS PTO CASH-IN.
- 178 WATER QUALITY TECHNICIAN 2
 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 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

- 301 OFFICE EXPENSE
 OFFICE SUPPLIES (7 EMPLOYEES @ \$100 EACH) \$700
- 303 OFFICE FURNITURE & EQUIPMENT
 NEW OR REPLACEMENT OF MISC OFFICE EQUIPMENT FOR OFFICES WORK AREAS \$1,000
- 304 DEPARTMENT EQUIPMENT EXPENSE
 CHLORINE POCKET COLORIMETER REPLACEMENTS (2 @ \$500 EA) \$1,000
 WATER SAMPLING STATIONS 5 @ \$1300 EA) \$6,500
 REPLACEMENT PROBES FOR ON-LINE FLUORIDE ANALYZER 2 @ \$1400 EA) \$2,800
 REPLACEMENT PROBES FOR ON-LINE CHLORINE ANALYZERS 2 @ \$1,200 EA) \$2,400
 ROSEMOUNT CHLORINE ELECTROLYTE/TEFLON MEMBRANES 6 @ \$400 \$2,400
 HACH PH/CONDUCTIVITY PROBE (2 @ \$1000 EA) \$2,000
 REPLACE IN-LINE FLUORIDE ANALYZER \$9,000
 REPLACEMENT OF MUTI-PRO AIR SENSOR (2 @ 2000) \$4,000
 ASR WELL LEVEL INDICATOR 2 @ 1200) \$2,400
 STORAGE SHELVING FOR STORAGE CONTAINERS \$4,000
 FLUORIDE REFERENCE PORBES 6 @ 200 \$1,200
 PRV PRESSURE TRANSMITTERS (2@ 1200) \$2,400

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
305	SPECIAL DEPARTMENT SUPPLIES												
	655		3,987		5,000		4,500	11,000		6,000			
307	MEMBERSHIP FEES												
	11,126		12,891		13,541		13,541	30,680		30,680			
308	PERIODICALS & SUBSCRIPTIONS												
			332		420		400	350		350			
317	COMPUTER EQUIPMENT												
			728		1,131		995	1,087		1,087			
318	COMPUTER SOFTWARE												
			8,000										
321	TRAVEL, TRAINING & SUBSISTENCE												
	4,852		7,703		11,990		9,180	14,750		14,750			
341	COMMUNICATIONS EXPENSE												
	33,902		31,536		46,000		46,000	48,000		48,000			
351	UTILITIES EXPENSE												
	261,611		280,074		290,000		290,000	292,000		292,000			
361	UNIFORMS & SPECIAL CLOTHING												
	3,494		1,718		7,200		7,000	8,400		8,400			
381	BUILDING EXPENSE												
	6,429		4,746		20,000		17,500	20,000		20,000			
419	CHEMICAL & LABORATORY SUPPLIES												
	32,870		43,265		66,000		66,000	66,000		66,000			
425	DUMPING EXPENSES												
			513		500		500	500		500			
441	LINE MAINTENANCE												
	32,348		76,146		48,700		48,700	68,000		68,000			
461	SPECIAL EXPENSE												
	54				1,000		1,000	1,400		1,400			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
305	SPECIAL DEPARTMENT SUPPLIES	TELEMETRY AND PRESSURE GAUGE SUPPLIES -\$3000 \$3,000 TELEMETRY ACCESSORIES AND MANUAL PRESSURE GAUGE SUPPLIES -\$1000 \$1,000 HAND TOOLS, BATTERIES & BUILDING SUPPLIES -\$2000 \$2,000
307	MEMBERSHIP FEES	PNWS - AWWA SUBSECTION AND INDIVIDUAL AWWA MEMBERSHIP (7 @ \$235) \$1,645 OHA DIST TREAT RENEWAL 6 COMBINATION@210) \$1,050 STATE FIRE MARSHALL HAZARDOUS MATERIALS PERMIT SITES @\$3400 EACH \$3,400 LIBRARY FOUNTAIN PERMIT \$350 OREGON ASSOCIATION OF WATER UTILITIES (SUPERVISOR AND4 OPERATORS / \$100 EACH) \$400 PACIFIC NW SECTION AWWA /OREGON WATER UTILITIES COUNCIL\$2,100 OREGON HEALTH AUTHORITY- CROSS CONNECTION SERVICE FEE\$525 OHA SPECIALIST AND TESTER RENEWALS 2 - COMBINATION@\$305 EACH) \$610 HOA DUES FOR 2 LOTS FOR RESERVE AT COOPER MTN ASR\$1,500 OHA ANNUAL FEE (NEW)\$18,000 OREGON ASSOCIATION OF WATER UTILITIES CITY MEMBERSHIP\$1,100
308	PERIODICALS & SUBSCRIPTIONS	WATER QUALITY OPERATION AND MAINTENANCE MANUALS WATER TREATMENT MANUALS AND PERIODICALS ADDRESSING NEWEST EPA REGULATIONS\$350
317	COMPUTER EQUIPMENT	DESKTOP COMPUTER \$730 MONITOR (27 INCH) \$199 BATTERY BACKUP\$158
318	COMPUTER SOFTWARE	NO APPROPRIATION REQUESTED
321	TRAVEL, TRAINING & SUBSISTENCE	MANAGER, SUPERVISOR, LEAD PNWAWWA CONFERENCE-REG, LODGING, TRANS. (ORLANDO FL.)\$4,200 AWWA SHORT SCHOOL TRAINING 6 @ \$250/EACH) \$1,500 AWWA WEBINAR\$1,000 TECHNICAL TRAINING SEMINAR ON INSTRUMENTATION (4 @500) \$2,000 OREGON ASSOCIATION OF WATER UTILITIES CONFERENCE (2@\$320/EACH) \$640 RECERT CROSS CONN SPECIALIST AND TESTER TRAINING (2@\$255/EA & 2@\$550/EA) \$1,610 PNWS-AWWA (2 @\$1900/EACH) - (BOISE IDAHO) \$3,800
341	COMMUNICATIONS EXPENSE	INTERNET CHARGES AND LOCAL EXCHANGE TELEPHONE LINES FOR THE WATER TELEMETRY SYSTEM, \$48,000
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 \$292,000
361	UNIFORMS & SPECIAL CLOTHING	RAIN GEAR AND SAFETY GEAR AND PERSONEL PROTECTION GEAR (7 EMPLOYEES @ \$1,200 EA) \$8,400
381	BUILDING EXPENSE	MISCELLANEOUS 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.)\$66,000
425	DUMPING EXPENSES	LANDFILL DEBRIS DISPOSAL MISCELLANEOUS PROJECTS \$500
441	LINE MAINTENANCE	CHLORINE AND FLUORIDE INJECTION EQUIPMENT, RESERVOIRS, PUMPS AND PUMPING RELATED ITEMS REPAIRS OR REPLACEMENT \$38,000 PRESSURE REDUCING VALVE REBUILDING KITS AND PILOT REPLACEMENT AND REPAIR\$25,000 BACKFLOW REPLACEMENT PARTS \$5,000
461	SPECIAL EXPENSE	COMMERCIAL DRIVERS LICENSE AND RENEWAL \$200 OPERATOR CERTIFICATION TESTING AND PREP\$1,200

BP WORKSHEET & JUSTIFICATION

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

OBJ	2018 - ACTUAL		2019 - ACTUAL		2020 BUDGETED		2020	2021 - PROPOSED		2021 - RECOMD		2021 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
511	PROFESSIONAL SERVICES												
	66,162		103,404		208,500		208,500	212,500		212,500			
536	MAINTENANCE CONTRACTS												
	23,742		26,974		49,500		49,500	53,500		53,500			
551	RENTS AND LEASES												
	648		89		1,000			1,000		1,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	489,912		636,698		812,182		795,016	870,967		865,967			
CLASS: 15 CAPITAL OUTLAY													
641	VEHICLES												
			92,162		44,650		44,650	35,500		35,500			
671	EQUIPMENT												
	63,776		92,000		96,600		96,600	108,000		108,000			
TOTAL CLASS: 15 CAPITAL OUTLAY													
	63,776		184,162		141,250		141,250	143,500		143,500			
CLASS: 25 TRANSFERS													
803	TRSFR TO GENERAL FD-LANDSCAPE												
	80,215		83,669		88,269		88,269	89,196		87,150			
804	TRSFR - OPERATIONS ADMIN												
	249,697		314,361		261,881		261,881	320,543		295,393			
805	TRSFR TO G/F BLDG MAINT												
	18,448		20,886		20,972		20,972	21,522		21,522			
808	TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)												
	165,166		179,079		177,216		177,216	186,238		187,127			
817	TRSFRS TO GARAGE FUND												
	16,755		39,344		19,930		19,930	39,926		39,926			
TOTAL CLASS: 25 TRANSFERS													
	530,281		637,339		568,268		568,268	657,425		631,118			
TOTAL PROGRAM: 0743 WATER SYSTEM QUALITY													
	1,559,225	3.50	2,101,487	5.50	2,274,129	5.50	2,169,056	2,590,435	6.50	2,514,515	6.50		
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS													
	8,662,551	16.25	11,246,705	19.00	26,683,935	19.00	16,143,537	25,524,716	19.00	25,575,618	20.00		
TOTAL FUND: 501 WATER FUND													
	13,304,795	21.69	15,942,332	26.88	34,764,597	27.63	22,407,098	33,400,846	27.63	33,481,978	28.63		

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

511 PROFESSIONAL SERVICES

CONTRACTED BACKFLOW TESTING AT MISCELLANEOUS SITES/ INSTALLATION BY PLUMBER\$6,000
 TEST, REPAIR AND REPLACE (METERS, MOTORS, PUMPS, ETC)\$20,000
 CERTIFIED LABORATORY WATER QUALITY TESTING (EPA REGULATION)\$65,000
 TELEMETRY CONTROLLED MAINTENANCE & CALIBRATION\$18,000
 VIBRATION TESTING OF PUMPS AND MOTORS\$2,000
 COVERALL CLEANING \$500
 CALIBRATION FOR WATER GAUGES AND WATER LINE LOCATING EQUIPMENT\$2,000
 TELEMETRY REPAIR / LABOR\$4,000
 OVERFLOW INSPECTION OF WATERLINE PROJECTS \$95,000

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\$26,000
 CONTINUED CONTRACT WITH (ECOSCONNECT LLC) BACKFLOW \$16,000

551 RENTS AND LEASES

MISCELLANEOUS EQUIPMENT RENTAL \$1,000

641 VEHICLES

REPLACEMENT OF 2-662, 2007 CHEV COLORADO WITH FORD RANGER 4X4 CREWCAB (COSTS INCLUDE VEHICLE, CANOPY, SETUP ITEMS,SAFETY LIGHTING AND LICENSING) \$35,500
 (NOT AVAILBLE AS EV)

671 EQUIPMENT

DEAD END AUTO FLUSHING STATIONS - 2 @ \$2000 EA) \$4,000
 REPLACE AGING TELEMETRY EQUIPMENT AT4 SITES @ \$26000 EACH \$104,000
 ON-GOING UPGRADES AT 27 SITES -

803 TRSFR TO GENERAL FD-LANDSCAPE

ALLOCATION OF LANDSCAPE MAINTENANCE SERVICES PROVIDED BY THE GENERAL FUND \$87,150

804 TRSFR - OPERATIONS ADMIN

ALLOCATION OF SERVICES PROVIDED BY THE OPERATIONS ADMINISTRATION FUND. \$295,393

805 TRSFR TO G/F BLDG MAINT

ALLOCATION OF BUILDING MAINTENANCE SERVICES PROVIDED BY THE GENERAL FUND \$21,522

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

ALLOCATION OF GEOGRAPHIC INFORMATION SERVICES \$187,127

817 TRSFRS TO GARAGE FUND

ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND \$39,926

ESTIMATE - PAYROLL EXPENSE BY DEPARTMENT

Saturday, April 25, 2020 9:06 AM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
501-72	CAPITAL DEVELOPMNT-ENGINEERING											
501-72-0740-05-046	PRINCIPAL ENGINEER	0.40	990			64,740				64,737	31,690	96,427
501-72-0740-05-068	ENGINEERING ASSOCIATE	1.00	2,096	40		67,801	1,972		270	70,043	25,604	95,647
501-72-0740-05-084	PROJECT ENGINEER 1	2.10	4,271			207,486				207,486	107,992	315,478
501-72-0740-05-123	ENGINEERING TECH 2		220			7,862			796	8,654	5,956	14,610
501-72-0740-05-175	PROJECT ENGINEER 2	2.00	2,694			147,272				147,272	90,224	237,496
501-72-0740-05-221	SUPPORT SPECIALIST 2	0.50	859	10		21,691	371			22,056	16,102	38,158
501-72-0740-05-294	PROJECT SPECIALIST	0.50	831			28,669				28,668	19,266	47,934
	ENTERPRISE MGMT & ADMIN	6.50	11,960	50		545,520	2,343		1,066	548,916	296,834	845,750
	**** DEPARTMENT TOTAL ****	6.50	11,960	50		545,520	2,343		1,066	548,916	296,834	845,750

293

PROPOSE - PAYROLL EXPENSE BY DEPARTMENT

Saturday, April 25, 2020 9:07 AM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
501-72	CAPITAL DEVELOPMNT-ENGINEERING											
501-72-0740-05-046	PRINCIPAL ENGINEER	0.40	835			56,017				56,019	29,958	85,977
501-72-0740-05-068	ENGINEERING ASSOCIATE	1.00	2,088	40		73,031	2,023		270	75,324	32,793	108,117
501-72-0740-05-084	PROJECT ENGINEER 1	2.10	4,351			215,894				215,894	114,543	330,437
501-72-0740-05-175	PROJECT ENGINEER 2	2.00	4,256			230,031				230,031	142,796	372,827
501-72-0740-05-221	SUPPORT SPECIALIST 2	0.50	1,044	20		27,114	761			27,870	24,403	52,273
501-72-0740-05-294	PROJECT SPECIALIST	0.50	1,044			36,999				36,998	25,635	62,633
	ENTERPRISE MGMT & ADMIN	6.50	13,618	60		639,085	2,784		270	642,136	370,128	1,012,264
	**** DEPARTMENT TOTAL ****	6.50	13,618	60		639,085	2,784		270	642,136	370,128	1,012,264

294

ESTIMATE - PAYROLL EXPENSE BY DEPARTMENT

Saturday, April 25, 2020 9:06 AM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
501-85	PUBLIC WORKS - OPERATIONS											
501-85-0742-05-057	PUBLIC WORKS SUPERVISOR	1.00	2,108	51		88,051	3,089			91,140	57,085	148,225
501-85-0742-05-112	PUBLIC WORKS MANAGER 3	0.50	1,090			61,183				61,180	38,226	99,406
501-85-0742-05-162	WATER DISTRIBUTION LEAD	4.00	6,826	79		232,200	3,657		270	236,127	140,118	376,245
501-85-0742-05-173	WATER DISTRIBUTION TECHNICIAN 1	6.00	11,479	30		307,651	1,623		1,620	310,894	201,964	512,858
501-85-0742-05-209	WATER DISTRIBUTION TECHNICIAN 2	2.00	6,480	167		194,181	7,786		1,350	203,317	136,296	339,613
	WATER SYSTEM DISTRIBUTION	13.50	27,983	327		883,266	16,155		3,240	902,658	573,689	1,476,347
501-85-0743-05-049	PROG COORDINATOR -PUBLIC	2.00	3,770	6		127,894	281		3,270	131,445	67,433	198,878
501-85-0743-05-057	PUBLIC WORKS SUPERVISOR	1.00	2,373			99,562				99,562	53,980	153,542
501-85-0743-05-112	PUBLIC WORKS MANAGER 3	0.50	1,090			61,183				61,186	38,233	99,419
501-85-0743-05-133	WATER CUSTOMER SERVICE TECH		753			21,886			270	22,156	15,318	37,474
501-85-0743-05-162	WATER DISTRIBUTION LEAD	1.00	2,431	55		86,458	2,890		270	89,618	59,188	148,806
501-85-0743-05-178	WATER QUALITY TECHNICIAN 2	1.00	520			14,014				14,014	12,389	26,403
	WATER SYSTEM QUALITY	5.50	10,937	61		410,997	3,171		3,810	417,981	246,541	664,522
	**** DEPARTMENT TOTAL ****	19.00	38,920	388		1,294,263	19,326		7,050	1,320,639	820,230	2,140,869

295

PROPOSE - PAYROLL EXPENSE BY DEPARTMENT

Saturday, April 25, 2020 9:07 AM

ACCOUNT	TITLE	FTE	REG HRS	OT HRS	HIL HRS	REG PAY	OT PAY	HIL PAY	ADD PAY	SALARY	FBAMT	TOT AMT
501-85	PUBLIC WORKS - OPERATIONS											
501-85-0742-05-057	PUBLIC WORKS SUPERVISOR	1.00	2,128	25		91,609	1,614			93,223	60,520	153,743
501-85-0742-05-112	PUBLIC WORKS MANAGER 3	0.50	1,084			62,428				62,424	40,080	102,504
501-85-0742-05-162	WATER DISTRIBUTION LEAD	3.00	6,304	100		228,468	5,304		810	234,582	126,817	361,399
501-85-0742-05-173	WATER DISTRIBUTION TECHNICIAN 1	6.00	12,528	115		359,747	4,905		1,350	366,002	255,228	621,230
501-85-0742-05-209	WATER DISTRIBUTION TECHNICIAN 2	3.00	5,912	112		181,352	5,261		810	187,423	139,644	327,067
	WATER SYSTEM DISTRIBUTION	13.50	27,956	352		923,604	17,084		2,970	943,654	622,289	1,565,943
501-85-0743-05-049	PROG COORDINATOR -PUBLIC	2.00	4,296	6		150,896	310		2,940	154,146	86,479	240,625
501-85-0743-05-057	PUBLIC WORKS SUPERVISOR	1.00	2,208	10		95,053	645			95,698	53,913	149,611
501-85-0743-05-112	PUBLIC WORKS MANAGER 3	0.50	1,084			62,428				62,432	40,085	102,517
501-85-0743-05-162	WATER DISTRIBUTION LEAD	2.00	4,296	45		156,738	2,289		540	159,567	111,637	271,204
501-85-0743-05-178	WATER QUALITY TECHNICIAN 2	1.00	2,088			58,451			270	58,721	51,252	109,973
	WATER SYSTEM QUALITY	6.50	13,972	61		523,566	3,244		3,750	530,564	343,366	873,930
	**** DEPARTMENT TOTAL ****	20.00	41,928	413		1,447,170	20,328		6,720	1,474,218	965,655	2,439,873

296