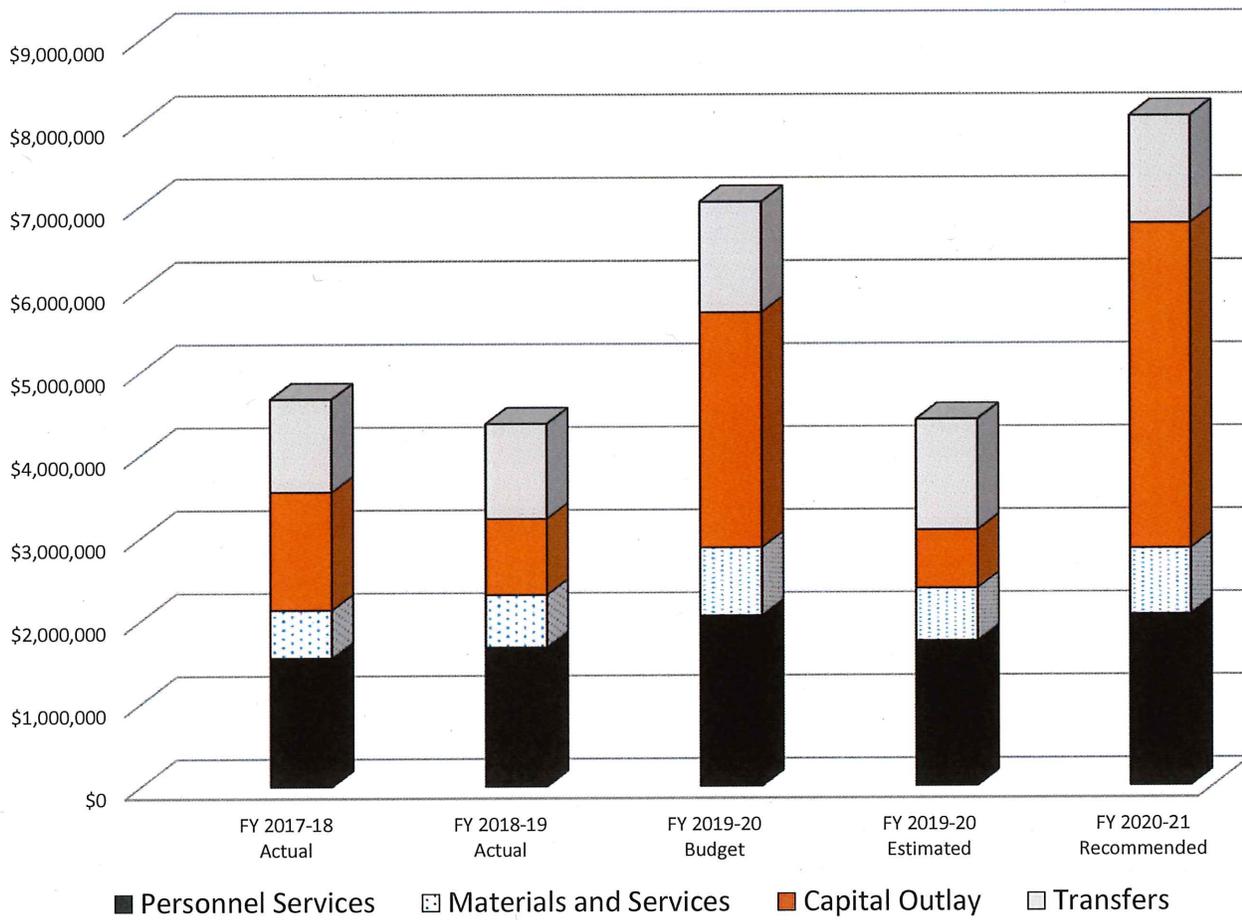


SEWER FUND SUMMARY RECOMMENDED FY 20-21



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:	Sewer - 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	\$1,549,782	\$1,676,879	\$2,053,656	\$1,745,492	\$2,064,081	0.51%
Materials and Services	581,264	633,771	821,836	637,112	793,245	-3.48%
Capital Outlay	1,422,365	916,588	2,834,000	699,768	3,918,500	38.27%
Transfers	1,120,304	1,146,473	1,331,667	1,335,401	1,292,370	-2.95%
SUB-TOTAL	\$4,673,715	\$4,373,711	\$7,041,159	\$4,417,773	\$8,068,196	
Contingency			2,469,848		2,503,981	
Reserve - SDC			960,214		1,026,206	
Reserve - Ops Facility			65,269		130,461	
Dedicated Surcharges			5,613,667		5,706,623	
Reserve - Equip. Repl			496,439		532,624	
TOTAL	\$4,673,715	\$4,373,711	\$16,646,596	\$4,417,773	\$17,968,091	
FTE's	13.34	14.17	16.47		16.72	

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

Personnel services:

FY 2020-21 reflects an increase of 0.25 FTE for a Public Works Supervisor. 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:

No significant change

Capital outlay:

FY 2020-21 reflects a \$500,000 increase in budget for the Erickson Trunk Upsizing project. Work was expected to be substantially completed in FY 2019-20, due to delays, construction will not begin until the end of FY 2019-20. Budget also Reflects a \$580,000 increase for the addition two maintenance and replacement projects; \$300,000 Watson & Millikan, \$280,000 ODOT HWY 217 Crossing.

Transfers:

No significant change

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2020-21 BUDGET

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

To provide a wastewater collection system that functions reliably, is routinely subject to preventive maintenance inspections and repairs, and satisfies all of the requirements of the Clean Water Act and Municipal Code. Provide assistance and recommendations to residents and property owners that experience problems with their private wastewater collection and piping systems. The sanitary sewer system is part of a regional system that relies upon cooperation of Clean Water Services and the other local units of government.

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	13.34	14.17	16.47	16.72	0.00
PERSONNEL SERVICES	\$1,549,782	\$1,676,879	\$2,053,656	\$2,064,081	\$0
MATERIALS & SERVICES	581,264	633,771	821,836	793,245	0
CAPITAL OUTLAY	1,422,365	916,588	2,834,000	3,918,500	0
TRANSFERS	1,120,304	1,146,473	1,331,667	1,292,370	0
CONTINGENCY	0	0	9,605,437	9,899,895	0
TOTAL	\$4,673,715	\$4,373,711	\$16,646,596	\$17,968,091	\$0

Funding Sources:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
Beginning Working Capital	\$8,995,209	\$9,015,970	\$9,652,296	\$10,514,591	\$0
Permits & Fees	112,509	94,241	125,000	125,000	0
Sewer Service Fees	4,098,239	4,360,152	4,285,000	4,265,000	0
Intergovernmental Revenue	0	0	2,211,000	2,710,000	0
Miscellaneous Revenues	483,725	555,643	373,300	353,500	0

Sewer Projects:	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21
3811 Sewer Collection System	\$190,745	\$178,965	\$2,211,000	\$2,710,000	\$0
3812 So. Cooper Mtn Sewer Infra. Proj	378,008	128,347	0	0	0
3813 Area 6B Cooper Mtn Sewer Proj.	0	0	100,000	62,000	0
3850 Maintenance & Replacement	307,221	270,040	488,000	1,090,000	0
	\$875,974	\$577,352	\$2,799,000	\$3,862,000	\$0

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

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

Program Goal:

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

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	2.94	3.44	4.19	4.19	0.00
PERSONNEL SERVICES	\$453,871	\$482,174	\$668,692	\$599,743	\$0
MATERIALS & SERVICES	47,295	34,308	122,488	111,205	0
CAPITAL OUTLAY					
TRANSFERS	61,027	26,721	18,640	15,273	0
TOTAL	\$562,193	\$543,203	\$809,820	\$726,221	\$0

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

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

Progress on FY 2019-20 Action Plan:

Master Plan Updates

An update of the Sewer Master Plan (CIP No. 6000) for the entire City to evaluate system needs and requirements into the near future with project verification and identification was finalized and adopted by the City Council. In addition, an update to the South Cooper Mountain Sewer Master Plan (CIP No. 6083) was completed and used to provide direction to developers on sewer line sizing and alignments within South Cooper Mountain. City staff have begun the Cooper Mountain Utility Master Plan (CIP No. 4154), which includes conceptual engineering and analysis to determine what infrastructure will be needed to support development in the expansion area, including Urban Reserve6B. The Cooper Mountain Utility Master Plan will support the Cooper Mountain Community Plan, which was launched by the Community Development Department. City staff is assisting Clean Water Services with their update to the East Basin Facility Master Plan (Durham Treatment Facility).

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

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

FY 2020-21 Action Plan:

Cooper Mountain Utility Master Plan

Continue analysis of the expansion area and continue work on the Cooper Mountain Utility Master Plan.

Sanitary Sewer Service Development Charge (SDC) and Rate Study

Complete an evaluation of the current sewer SDCs and rates to determine if an increase is needed in order to fund future sanitary sewer infrastructure improvements and rehabilitations identified in the 2019 Sewer Master Plan update.

Erickson Trunk Sewer Project

Design on the Erickson Trunk Sewer Project will be finalized in FY2019-20 and construction will begin in FY2020-21. The sewer upsizing is being funded by Clean Water Services and managed by City engineering staff.

Capital Improvements Plan

Public Works Department Engineering and Operations Division staff will develop a 10-20 year rehabilitation and replacement plan based on the priorities and recommendations in the 2019 Sewer Master Plan update. A list of sanitary sewer projects proposed in FY 2020-21 is provided on the City's website at this link: <https://apps2.beavertonoregon.gov/secure/publicworks/CIP/>

Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted	FY 2020-21 Proposed
Number of miles of sanitary sewer collection system (86% 8 inch dia., 17% 12 to 21 inch)	275.6	276.5	277.5	278.5
Number of sanitary sewer customer accounts served by the City of Beaverton	22,925	23,145	23,370	23,457
Number of miles of public sewer mainlines (6" and greater) replaced or structurally rehabilitated	0.7	0.6	0.02	1.0

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

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

Program Goal:

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

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	6.60	6.50	7.50	7.50	0.00
PERSONNEL SERVICES	\$734,631	\$774,199	\$880,300	\$895,941	\$0
MATERIALS & SERVICES	275,933	278,086	313,468	294,745	0
CAPITAL OUTLAY	469,489	329,247	35,000	56,500	0
TRANSFERS	1,019,422	1,099,219	1,175,444	1,251,769	0
CONTINGENCY	0	0	9,605,437	9,899,895	0
TOTAL	\$2,499,475	\$2,480,751	\$12,009,649	\$12,398,850	\$0

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

SEWER INVENTORY SUMMARY

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Linear Feet of Sewer Pipe	1,454,335	1,454,421	1,458,115	1,457,368
Number of Manholes	7,768	7,779	7,813	7,821
Number of Clean-outs	461	461	462	469

Program Objectives:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Revised	FY 2020-21 Proposed
Routine Line Cleaning: Clean & remove debris from the sanitary sewer system every 4 years - linear feet (LF)	363,585	364,529	364,529 / 363,627	364,342
Non-Routine Line Cleaning: Lines that require more frequent cleaning. (roots, flat grade, FOG) - LF	80,000	80,000	80,000 / 80,000	80,000
Video Inspection: Inspection of the sanitary sewer system every 8 years. - LF	181,795	182,264	182,264 / 182,130	182,171
Stream Corridor Surface inspections: Inspect bi-annually manholes (MH) that are off the street, along waterways or with limited access.	251	254	254 / 254	254

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

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

FY 2020-21 Action Plan:

The Sewer Maintenance section will continue to attend several events (Public Works Week, Picnic at the Parks, Big Truck Day) with heavy equipment and employees will engage with residents and educate them on operation activities. Staff will develop new and updated educational material to provide to the public.

Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Revised	FY 2020-21 Proposed
Total footage of sanitary system pipe cleaned per quarter - lineal feet (LF)	91,000	100,000	110,000 / 91,000	92,000
Percent of sanitary system pipe cleaned annually	31%	31%	31% / 31%	31%
Total footage of sanitary system pipe inspected per quarter - LF	47,300	48,066	48,066 / 45,532	46,600
Percent of sanitary system pipe inspected annually	12.5%	12.5%	12.5%	12.5%
Total number of Stream Corridor Surface inspections	133 MH	127 MH	127 MH	127 MH

Performance Outcomes and Program Trends:

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

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

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

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

Program Goal:

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

REQUIREMENTS	FY 2017-18 ACTUAL	FY 2018-19 ACTUAL	FY 2019-20 BUDGETED	FY 2020-21 PROPOSED	FY 2020-21 ADOPTED
POSITION	2.17	2.17	2.67	2.92	0.00
PERSONNEL SERVICES	\$223,122	\$233,223	\$297,688	\$344,769	\$0
MATERIALS & SERVICES	58,059	108,418	146,750	121,300	0
CAPITAL OUTLAY	76,902	9,989	0	0	0
TRANSFERS	38,517	18,627	135,932	23,006	0
TOTAL	\$396,600	\$370,257	\$580,370	\$489,075	\$0

Program Objectives:

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

Progress on FY 2019-20 Action Plan:

The construction crew continued to repair and replace deficiencies found through maintenance activities to existing infrastructure and complete rehabilitation projects identified by maintenance video inspection and the engineering division. Work is prioritized to complete work needed in advance of residential and arterial overlays.

FY 2020-21 Action Plan:

- Work with engineering to update a 5 year plan for pipe and structural repairs identified by maintenance and the Sewer Master Plan
- Assist in responding to sanitary sewer overflows as needed.
- Complete underground repairs required prior to 20/21 inhouse overlay program.

Performance Measures:	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Budgeted/Revised	FY 2020-21 Proposed
Repairs to existing sewer lines	4	4	3 / 5	4
Rehabilitation project structures	5	4	5 / 4	5
Number of structure repairs per year	32	40	40 / 30	30

Performance Outcomes and Program Trends:

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

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER FUND

DEPT: 03 REVENUE

OBJ	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

	-8,995,209		-9,015,970		-9,652,296		-9,652,296	-9,652,296	-10,496,895		-10,514,591			
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TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

	-8,995,209		-9,015,970		-9,652,296		-9,652,296	-9,652,296	-10,496,895		-10,514,591			
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329 OTHER INTERGOVERNMENTAL REV

					-2,211,000		-83,218	-493,800	-2,000,000		-2,710,000			
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TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

					-2,211,000		-83,218	-493,800	-2,000,000		-2,710,000			
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CLASS: 20 PERMITS & FEES

357 SEWER CONNECTION FEES

	-112,509		-94,241		-125,000		-147,899	-125,000	-125,000		-125,000			
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TOTAL CLASS: 20 PERMITS & FEES

	-112,509		-94,241		-125,000		-147,899	-125,000	-125,000		-125,000			
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CLASS: 25 SERVICE FEES

363 SEWER SERVICE SALES

	-2,861,258		-3,018,652		-3,035,000		-3,178,332	-3,040,000	-3,100,000		-3,045,000			
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367 UTILITY SURCHARGE

	-1,266,017		-1,370,287		-1,300,000		-955,402	-1,270,000	-1,275,000		-1,270,000			
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369 UTILITY SALES ALLOWANCES

	29,036		28,787		50,000		11,736	50,000	50,000		50,000			
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TOTAL CLASS: 25 SERVICE FEES

	-4,098,239		-4,360,152		-4,285,000		-4,121,998	-4,260,000	-4,325,000		-4,265,000			
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CLASS: 35 MISCELLANEOUS REVENUES

382 SALE OF CITY OR BURA PROPERTY

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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
	-29,743		-35,550				-27,968	-27,968						
384	INVESTMENT INTEREST EARNINGS													
	-196,658		-261,588		-265,300		-207,232	-265,300	-279,300		-195,500			
389	MISCELLANEOUS REVENUES													
	-67,171		-35											
394	MISC INTEREST EARNINGS													
	-26,091		-29,234		-28,000			-28,000	-28,000		-28,000			
398	SRVS PROVIDED TO OTHER FUNDS													
	-159,122		-133,941		-80,000		-92,054	-80,000	-130,000		-130,000			
399	REIMBURSEMENTS - OTHER													
	-171		-91,078											
757	MED/LIFE INS PREM REFUND DISTRIBUTION													
	-4,769		-4,217											
TOTAL CLASS: 35 MISCELLANEOUS REVENUES														
	-483,725		-555,643		-373,300		-327,254	-401,268	-437,300		-353,500			
TOTAL DEPARTMENT: 03 REVENUE														
	-13,689,682		-14,026,006		-16,646,596		-14,332,665	-14,932,364	-17,384,195		-17,968,091			

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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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													
	33,165	.25	35,062	.25	36,215	.25	36,437	40,463	35,010	.25	35,010	.25		
051	CITY ENGINEER													
	42,876	.34	45,084	.34	46,588	.34	45,062	36,905	41,469	.34	41,469	.34		
068	ENGINEERING ASSOCIATE													
			2,119	.50	79,689	1.00	36,919	50,461	73,785	1.00	73,785	1.00		
084	PROJECT ENGINEER 1													
	199,799	2.10	206,748	2.10	214,071	2.10	142,765	163,056	198,374	2.10	196,704	2.10		
123	ENGINEERING TECH 2													
					3,853		4,329	4,330						
221	SUPPORT SPECIALIST 2													
	11,860	.25	12,686	.25	14,017	.25	8,191	11,033	13,939	.25	13,939	.25		
294	PROJECT SPECIALIST													
					14,222	.25	10,362	14,335	18,500	.25	18,500	.25		
299	PAYROLL TAXES AND FRINGES													
	166,171		180,475		260,037		137,735	177,209	221,348		220,336			

TOTAL CLASS: 05 PERSONNEL SERVICES

	453,871	2.94	482,174	3.44	668,692	4.19	421,800	497,792	602,425	4.19	599,743	4.19		
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CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT													
									1,000		1,000			
305	SPECIAL DEPARTMENT SUPPLIES													
	100		214		400		39	400	400		400			
307	MEMBERSHIP FEES													
	160		380		1,375		99	1,300	1,705		1,705			
317	COMPUTER EQUIPMENT													
			951				950							
318	COMPUTER SOFTWARE													

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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
	2,000													
321	TRAVEL, TRAINING & SUBSISTENCE													
	3,464		3,547		10,063		2,171	2,171	7,300		7,300			
330	MILEAGE REIMBURSEMENT													
	12				200			200	200		200			
361	UNIFORMS & SPECIAL CLOTHING													
	448		278		450		129	450	600		600			
511	PROFESSIONAL SERVICES													
	41,111		28,938		110,000		21,018	50,000	100,000		100,000			
TOTAL CLASS: 10 MATERIALS & SERVICES														
	47,295		34,308		122,488		24,406	54,521	111,205		111,205			
308	CLASS: 25 TRANSFERS													
816	TRSFERS TO REPROGRAPHICS FUND													
	817		812		550		534	550	1,161		1,161			
835	TRSFER TO GF, BVTN BLDG OPERATIONS													
	25,834		12,917		10,229		8,524	10,229	14,112		14,112			
836	TRSFER TO GF, BVTN BLDG DEBT SVC													
	34,376		12,992		7,861		6,551	11,595	3,734					
TOTAL CLASS: 25 TRANSFERS														
	61,027		26,721		18,640		15,609	22,374	19,007		15,273			
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING														
	562,193	2.94	543,203	3.44	809,820	4.19	461,815	574,687	732,637	4.19	726,221	4.19		

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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

		1.00	59,918	1.00	77,089	1.00	57,912	71,466	78,140	1.00	76,394	1.00		
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057 PUBLIC WORKS SUPERVISOR

	39,308	.50	37,558	.50	36,097	.50	27,852	35,757	38,358	.50	55,538	.75		
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112 PUBLIC WORKS MANAGER 3

	86,014	.83	120,465	.83	86,307	.83	67,724	85,979	92,640	.83	92,640	.83		
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170 PUBLIC WORKS LEAD

	50,771	.84	52,481	.84	88,722	1.34	49,299	70,719	101,169	1.34	101,169	1.34		
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176 PUBLIC WORKS EQUIPMNT OPERATOR

	168,479	2.50	153,778	2.50	171,459	2.50	140,786	169,947	175,822	2.50	174,281	2.50		
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177 PUBLIC WORKS TECHNICIAN

	152,060	3.00	160,403	3.00	209,174	4.00	129,734	176,116	229,665	4.00	227,074	4.00		
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188 INVENTORY CONTROL TECHNICIAN

	6,329	.10												
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274 SEASONAL WORKFORCE

	13,974		22,427		33,000		13,840	12,456						
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275 TEMPORARY EMPLOYEES

	45,897		10,576											
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299 PAYROLL TAXES AND FRINGES

	394,921		389,816		476,140		322,691	416,059	499,944		513,614			
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TOTAL CLASS: 05 PERSONNEL SERVICES

	957,753	8.77	1,007,422	8.67	1,177,988	10.17	809,838	1,038,499	1,215,738	10.17	1,240,710	10.42		
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CLASS: 10 MATERIALS & SERVICES

303 OFFICE FURNITURE & EQUIPMENT

	2,948		1,028		900		459	400	1,000		1,000			
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304 DEPARTMENT EQUIPMENT EXPENSE

	9,772		3,231		10,000		4,710	6,500	9,000		9,000			
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305 SPECIAL DEPARTMENT SUPPLIES

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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
	24,776		26,603		23,717		20,681	22,000	24,800		24,800			
307	MEMBERSHIP FEES													
	270				320		320	160	320		320			
317	COMPUTER EQUIPMENT													
			2,735		1,083		703	703						
318	COMPUTER SOFTWARE													
	1,480													
321	TRAVEL, TRAINING & SUBSISTENCE													
	7,279		5,509		12,463		4,424	7,319	10,725		10,725			
351	UTILITIES EXPENSE													
	8													
361	UNIFORMS & SPECIAL CLOTHING													
	5,174		4,382		5,610		4,632	5,550	6,800		6,800			
419	CHEMICAL & LABORATORY SUPPLIES													
	1,975		197		2,000			500	1,000		1,000			
425	DUMPING EXPENSES													
	1,436		2,660		2,000			1,200	2,000		2,000			
434	CONSTRUCTION MATERIALS													
	1,060		752		20,000			5,000	15,000		10,000			
461	SPECIAL EXPENSE													
			72		125		66	125	400		400			
511	PROFESSIONAL SERVICES													
	81,270		138,500		159,000		108,634	108,900	142,000		142,000			
512	CITY RIGHT OF WAY FEES													
	194,006		200,573		220,000		156,624	205,000	210,000		205,000			
551	RENTS AND LEASES													
	2,538		262		3,000			1,000	3,000		3,000			
TOTAL CLASS: 10 MATERIALS & SERVICES														
	333,992		386,504		460,218		301,253	364,357	426,045		416,045			

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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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: 15 CAPITAL OUTLAY

641 VEHICLES

			308,907				5,400	5,400	31,500		31,500			
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671 EQUIPMENT

	546,391		30,329		35,000		35,568	35,568	25,000		25,000			
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TOTAL CLASS: 15 CAPITAL OUTLAY

	546,391		339,236		35,000		40,968	40,968	56,500		56,500			
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CLASS: 25 TRANSFERS

801 TRSFR TO GENERAL FD - OVERHEAD

	222,162		241,331		261,176		217,647	261,176	299,618		299,618			
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802 TRSFR TO GENERAL FD-ACCOUNTING

	28,616		62,355		79,528		66,273	79,528	58,917		58,917			
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803 TRSFR TO GENERAL FD-LANDSCAPE

	16,043		16,734		17,654		14,712	17,654	17,839		17,430			
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804 TRSFR - OPERATIONS ADMIN

	134,074		145,641		140,175		116,813	140,175	171,575		153,900			
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805 TRSFR TO G/F BLDG MAINT

	9,471		8,199		8,457		7,048	8,457	8,008		8,008			
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808 TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)

	97,453		105,662		104,563		87,136	104,563	109,886		110,410			
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817 TRSFRS TO GARAGE FUND

	123,957		156,271		147,652		73,324	147,652	169,641		169,641			
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818 TRSFRS TO ISD-ALLOCATED

	184,126		217,016		256,500		213,750	256,500	245,610		251,180			
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819 TRSFRS TO INSURANCE FUND

	164,637		164,637		205,671		171,393	205,671	205,671		205,671			
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829 TRSFRS TO STORM DRAIN FUND

					90,000			90,000						
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840 TRSFR TO INSURANCE FUND, WC

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BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 502 SEWER 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
	77,400													
TOTAL CLASS: 25 TRANSFERS														
	1,057,939		1,117,846		1,311,376		968,096	1,311,376	1,286,765		1,274,775			
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES														
972 RESERVE - OPERATIONS FACILITY REPLACMT														
					65,269				130,461		130,461			
986 RSRV - DEDICATED SURCHG, CIP 3850 & 3950														
					5,613,667				6,230,329		5,706,623			
991 CONTINGENCY - UNRESERVED														
					2,469,848				2,085,185		2,503,981			
994 RESERVE - WTR AND SEWER (CIP 3811) SDC														
					960,214				383,966		1,026,206			
996 RESERVE - EQUIPMENT REPLACMT														
					496,439				532,624		532,624			
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES														
					9,605,437				9,362,565		9,899,895			
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS														
	2,896,075	8.77	2,851,008	8.67	12,590,019	10.17	2,120,155	2,755,200	12,347,613	10.17	12,887,925	10.42		

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**SEWER 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	0.25	0.25					0.25
49	PROG COORDINATOR -PUBLIC WORKS	1.00	1.00					1.00
51	CITY ENGINEER	0.34	0.34					0.34
57	PUBLIC WORKS SUPERVISOR	0.50	0.50					0.50
68	ENGINEERING ASSOCIATE	0.50	1.00					1.00
84	PROJECT ENGINEER 1	2.10	2.10					2.10
112	PUBLIC WORKS MANAGER 3	0.83	0.83					0.83
170	PUBLIC WORKS LEAD	0.84	1.34					1.34
176	PUBLIC WORKS EQUIPMNT OPERATOR	2.50	2.50					2.50
177	PUBLIC WORKS TECHNICIAN	3.00	4.00					4.00
221	SUPPORT SPECIALIST 2	0.25	0.25					0.25
294	PROJECT SPECIALIST	0.00	0.25					0.25
	Total	12.11	14.36	0.00	0.00	0.00	0.00	14.36

FY 2020-21 PROPOSED

Code	Position Title	Ending FY 19-20	New	Transfer	Reclass	Deleted	Proposed FY 20-21
46	PRINCIPAL ENGINEER	0.25					0.25
49	PROG COORDINATOR -PUBLIC WORKS	1.00					1.00
51	CITY ENGINEER	0.34					0.34
57	PUBLIC WORKS SUPERVISOR	0.50	0.25 ^a				0.75
68	ENGINEERING ASSOCIATE	1.00					1.00
84	PROJECT ENGINEER 1	2.10					2.10
112	PUBLIC WORKS MANAGER 3	0.83					0.83
170	PUBLIC WORKS LEAD	1.34					1.34
176	PUBLIC WORKS EQUIPMNT OPERATOR	2.50					2.50
177	PUBLIC WORKS TECHNICIAN	4.00					4.00
221	SUPPORT SPECIALIST 2	0.25					0.25
294	PROJECT SPECIALIST	0.25					0.25
	Total	14.36	0.25	0.00	0.00	0.00	14.61

^a FY 2020-21 proposes a new 1 FTE Public Works Supervisor position allocated 50% in Street Fund - Street Maintenance program, 25% in Sewer Fund - Sewer System Maintenance program, and 25% in Storm Drain Fund - Storm Drain Maintenance program.

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER 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												
		8,995,209	9,015,970		9,652,296		9,652,296	10,496,895		10,514,591			

TOTAL CLASS: 05 BEGINNING WORKING CAPITAL

		8,995,209	9,015,970		9,652,296		9,652,296	10,496,895		10,514,591			
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CLASS: 15 INTERGOVERNMENTAL REVENUE

329	OTHER INTERGOVERNMENTAL REV												
					2,211,000		493,800	2,000,000		2,710,000			

TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE

					2,211,000		493,800	2,000,000		2,710,000			
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CLASS: 20 PERMITS & FEES

357	SEWER CONNECTION FEES												
		112,509	94,241		125,000		125,000	125,000		125,000			

TOTAL CLASS: 20 PERMITS & FEES

		112,509	94,241		125,000		125,000	125,000		125,000			
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CLASS: 25 SERVICE FEES

363	SEWER SERVICE SALES												
		2,861,258	3,018,652		3,035,000		3,040,000	3,100,000		3,045,000			

367	UTILITY SURCHARGE												
		1,266,017	1,370,287		1,300,000		1,270,000	1,275,000		1,270,000			

369	UTILITY SALES ALLOWANCES												
		-29,036	-28,787		-50,000		-50,000	-50,000		-50,000			

TOTAL CLASS: 25 SERVICE FEES

		4,098,239	4,360,152		4,285,000		4,260,000	4,325,000		4,265,000			
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CLASS: 35 MISCELLANEOUS REVENUES

382	SALE OF CITY OR BURA PROPERTY												
		29,743	35,550				27,968						

384	INVESTMENT INTEREST EARNINGS												
		196,658	261,588		265,300		265,300	279,300		195,500			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

329 OTHER INTERGOVERNMENTAL REV

FY 2019-20 FROM CWS
 6006 ERICKSON TRUNK UPSIZING PROJECT BUDGETED \$2,211,000 ESTIMATED \$493,800
 FY 2020-21 FROM CWS:
 6006 ERIKSON TRUNK UPSIZING PROJECT (6TH ST - 10TH ST) \$2,710,000

357 SEWER CONNECTION FEES

SDC'S COLLECTED AND SPLIT WITH CLEAN WATER SERVICES (CWS)96% AND CITIES 4%
 FY 16-17 DATA IS BASED UPON 19 SINGLE FAMILY RESIDENTIAL UNITS, 350 MULTI FAMILY
 FAMILY UNITS AND 12 NEW COMMERCIAL BUILDINGS
 FY 17-18 DATA IS BASED UPON 64 SINGLE FAMILY RESIDENTIAL UNITS, 230 MULTI FAMILY
 FAMILY UNITS AND 12 NEW COMMERCIAL BUILDINGS
 FY 18-19 ESTIMATED IS BASED UPON 180 SINGLE FAMILY RESIDENTIAL UNITS, 352 MULTI FAMILY
 FAMILY UNITS AND 15 NEW COMMERCIAL BUILDINGS
 FY 19-20 ESTIMATED IS BASED UPON 225 SINGLE FAMILY RESIDENTIAL UNITS, 575 MULTI FAMILY
 FAMILY UNITS AND 15 NEW COMMERCIAL BUILDINGS
 FY 20-21 ESTIMATED IS BASED UPON 200 SINGLE FAMILY RESIDENTIAL UNITS, 74 MULTI FAMILY
 FAMILY UNITS AND 10 NEW COMMERCIAL BUILDINGS \$125,000

363 SEWER SERVICE SALES

CLEAN WATER SERVICES AGENCY SETS THE SEWER RATES FOR THE REGION
 FY 18-19 REFLECTS A 3% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6%
 FY 19-20 REFLECTS A 3% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6%
 FY 20-21 REFLECTS A 0% RATE INCREASE WITH CITY RETAINING 16.4% AND CWS PORTION 83.6% AND \$3,045,000

367 UTILITY SURCHARGE

\$2 PER EDU SURCHARGE DEDICATED TO THE SEWER LINE RENEWAL AND REPLACEMENT PROGRAM \$1,270,000

369 UTILITY SALES ALLOWANCES

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

382 SALE OF CITY OR BURA PROPERTY

SALE OF SURPLUS EQUIPMENT AND VEHICLES

384 INVESTMENT INTEREST EARNINGS

INTEREST EARNINGS IS BASED ON AVAILABLE CASH BALANCES AND INTEREST RATES:
 FY 16-17 BUDGETED INTEREST EARNINGS ARE BASED UPON .55%
 FY 17-18 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.10%
 FY 18-19 BUDGETED INTEREST EARNINGS ARE BASED UPON 1.75%
 FY 19-20 BUDGETED INTEREST EARNINGS ARE BASED UPON 3.00% FY 20-21 BUDGETED INTEREST EARNINGS ARE BASED
 UPON 1.40% \$195,500

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER 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
389	MISCELLANEOUS REVENUES												
	67,171		35										
394	MISC INTEREST EARNINGS												
	26,091		29,234		28,000		28,000	28,000		28,000			
398	SRVS PROVIDED TO OTHER FUNDS												
	159,122		133,941		80,000		80,000	130,000		130,000			
399	REIMBURSEMENTS - OTHER												
	171		91,078										
757	MED/LIFE INS PREM REFUND DISTRIBUTION												
	4,769		4,217										
TOTAL CLASS: 35 MISCELLANEOUS REVENUES													
	483,725		555,643		373,300		401,268	437,300		353,500			
TOTAL PROGRAM: 0000 UNRESTRICTED													
	13,689,682		14,026,006		16,646,596		14,932,364	17,384,195		17,968,091			
TOTAL DEPARTMENT: 03 REVENUE													
	13,689,682		14,026,006		16,646,596		14,932,364	17,384,195		17,968,091			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

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

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER 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												
	33,165	.25	35,062	.25	36,215	.25	40,463	35,010	.25	35,010	.25		
051	CITY ENGINEER												
	42,876	.34	45,084	.34	46,588	.34	36,905	41,469	.34	41,469	.34		
068	ENGINEERING ASSOCIATE												
			2,119	.50	79,689	1.00	50,461	73,785	1.00	73,785	1.00		
084	PROJECT ENGINEER 1												
	199,799	2.10	206,748	2.10	214,071	2.10	163,056	198,374	2.10	196,704	2.10		
123	ENGINEERING TECH 2												
					3,853		4,330						
221	SUPPORT SPECIALIST 2												
	11,860	.25	12,686	.25	14,017	.25	11,033	13,939	.25	13,939	.25		
294	PROJECT SPECIALIST												
					14,222	.25	14,335	18,500	.25	18,500	.25		
299	PAYROLL TAXES AND FRINGES												
	166,171		180,475		260,037		177,209	221,348		220,336			

TOTAL CLASS: 05 PERSONNEL SERVICES

	453,871	2.94	482,174	3.44	668,692	4.19	497,792	602,425	4.19	599,743	4.19		
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CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT												
								1,000		1,000			
305	SPECIAL DEPARTMENT SUPPLIES												
	100		214		400		400	400		400			
307	MEMBERSHIP FEES												
	160		380		1,375		1,300	1,705		1,705			
317	COMPUTER EQUIPMENT												
			951										

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 046 PRINCIPAL ENGINEER
 POSITION IS ALLOCATED 40 FTE 501-72-0740 / .25 FTE 502-72-0740 / .25 FTE 513-72-0740 / AND .10 FTE 001-72-0703.
 FY 2019-20 REFLECTS 380 HRS PTO CASH-IN.
 - 051 CITY ENGINEER
 POSITION ALLOCATED 34% 502-72-0740, 33% 513-72-0740 AND 33% 101-72-0735.
 - 068 ENGINEERING ASSOCIATE
 FY 2018-19 REFLECTS A NEW 1 FTE ENGINEERING ASSOCIATE ADDED MID-YEAR VIA AGENDA BILL19046 WHICH IS ALLOCATED 50/50 IN SEWER FUND AND STORM FUND.
 FY 2019-20 REFLECTS 1 FTE'S ALLOCATION CHANGING FROM 100% IN GENERAL FUND (001-72-0703) TO 50/50 IN SEWER & STORM FUNDS (502-72-0740 / 513-72-0740)
 - 084 PROJECT ENGINEER 1
 1 POSITION IS ALLOCATED: 60% 001-70-0701 AND 10% IN EACH OF THE FOLLOWING:
 101-72-0735, 501-72-0740, 502-72-0740, 513-72-0740
 - 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.
 - 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
 NEW CHAIR FOR ASSOCIATE ENGINEER AND MISC OFFICE EQUIPMENT \$1,000
 - 305 SPECIAL DEPARTMENT SUPPLIES
 MISCELLANEOUS SUPPLIES AND MATERIALS \$400
 - 307 MEMBERSHIP FEES
 1 - DEQ GRADE 4 WASTEWATER SYSTEM OPR CERT \$300
 3 - PROFESSIONAL ENGINEER LICENSE RENEWAL (\$200/EA) (TW, SD, CITY ENGINEER) \$600
 2 - AMERICA PUBLIC WORKS ASSOCIATION MEMBERSHIP (\$200EA) (SD, CITY ENGINEER) \$400
 2 - SOCIETY OF HISPANIC PROFESSIONAL ENGINEERS MEMBERSHIP (ERR, JM) \$130
 1 - AMERICAN SOCIETY OF CIVIL ENGINEERS MEMBERSHIP (SD) \$275
 - 317 COMPUTER EQUIPMENT

BP WORKSHEET & JUSTIFICATION

FUND: 502 SEWER 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
318	COMPUTER SOFTWARE												
	2,000												
321	TRAVEL, TRAINING & SUBSISTENCE												
	3,464		3,547		10,063		2,171	7,300		7,300			
330	MILEAGE REIMBURSEMENT												
	12												
					200		200	200		200			
361	UNIFORMS & SPECIAL CLOTHING												
	448												
			278		450		450	600		600			
511	PROFESSIONAL SERVICES												
	41,111												
			28,938		110,000		50,000	100,000		100,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	47,295		34,308		122,488		54,521	111,205		111,205			
CLASS: 25 TRANSFERS													
816	TRSFERS TO REPROGRAPHICS FUND												
	817												
			812		550		550	1,161		1,161			
835	TRSFER TO GF, BVTN BLDG OPERATIONS												
	25,834												
			12,917		10,229		10,229	14,112		14,112			
836	TRSFER TO GF, BVTN BLDG DEBT SVC												
	34,376												
			12,992		7,861		11,595	3,734					
TOTAL CLASS: 25 TRANSFERS													
	61,027		26,721		18,640		22,374	19,007		15,273			
TOTAL PROGRAM: 0740 ENTERPRISE MGMT & ADMIN													
	562,193	2.94	543,203	3.44	809,820	4.19	574,687	732,637	4.19	726,221	4.19		
TOTAL DEPARTMENT: 72 CAPITAL DEVELOPMNT-ENGINEERING													
	562,193	2.94	543,203	3.44	809,820	4.19	574,687	732,637	4.19	726,221	4.19		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 318 COMPUTER SOFTWARE
 NO APPROPRIATION REQUESTED
- 321 TRAVEL, TRAINING & SUBSISTENCE
 3 - OSBEELS SYMPOSIUM (2 PROJ ENGINEERS AND CITY ENGINEER) (SD, TW, AND CITY ENG)\$300
 2 - AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE (2 PE) (PE1, CITY ENGINEER) \$3,000
 2 - PNWS-AWWA CONFERENCE REGISTRATION AND EXPENSES (\$1,500EA) (2 PE) (SD, CITY ENG) \$3,000
 1 - TRAINING FOR ASSOCIATE ENGINEER \$1,000
- 330 MILEAGE REIMBURSEMENT
 USE OF PERSONAL VEHICLE BY CITY ENGINEER FOR CITY BUSINESS \$200
- 361 UNIFORMS & SPECIAL CLOTHING
 4 - RAINGEAR, FOOTWEAR, CLOTHING, JACKETS, HARD HATS, VESTS & SAFETY EQUIP (\$150/EMP) \$600
- 511 PROFESSIONAL SERVICES
 CONSULTING SERVICES FOR MODELING AND MAPPING OF SMALL PROJECTS \$20,000
 UTILITY LOCATE CHARGES \$30,000
 RATE STUDY AND CITY OF BEAVERTON SEWER SDC \$50,000

- 816 TRSFERS TO REPROGRAPHICS FUND
 ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING, & POSTAGE CHARGES THROUGH REPROGRAPHICS \$1,161
- 835 TRSFR TO GF, BVTN BLDG OPERATIONS
 BEAVERTON BUILDING OPERATING EXPENSE ALLOCATION \$14,112
- 836 TRSFR TO GF, BVTN BLDG DEBT SVC
 BEAVERTON BUILDING DEBT SERVICE EXPENSE ALLOCATION
 THE BONDS WILL BE PAID OFF IN FY2019-20

BP WORKSHEET & JUSTIFICATION

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

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												
	1.00	59,918	1.00	77,089	1.00	71,466	78,140	1.00	76,394	1.00			
057	PUBLIC WORKS SUPERVISOR												
	39,308	.50	37,558	.50	36,097	.50	35,757	38,358	.50	38,358	.50		
112	PUBLIC WORKS MANAGER 3												
	57,921	.50	88,356	.50	52,765	.50	52,487	56,646	.50	56,646	.50		
170	PUBLIC WORKS LEAD												
	28,885	.50	32,072	.50	40,618	.50	35,680	40,459	.50	40,459	.50		
176	PUBLIC WORKS EQUIPMNT OPERATOR												
	133,252	2.00	118,470	2.00	136,072	2.00	136,677	141,086	2.00	139,737	2.00		
177	PUBLIC WORKS TECHNICIAN												
	107,902	2.00	108,831	2.00	154,936	3.00	126,309	175,887	3.00	173,296	3.00		
188	INVENTORY CONTROL TECHNICIAN												
	6,329	.10											
274	SEASONAL WORKFORCE												
	13,974		22,427		33,000		12,456						
275	TEMPORARY EMPLOYEES												
	45,897		10,576										
299	PAYROLL TAXES AND FRINGES												
	301,163		295,991		349,723		314,776	371,464		371,051			

TOTAL CLASS: 05 PERSONNEL SERVICES

	734,631	6.60	774,199	6.50	880,300	7.50	785,608	902,040	7.50	895,941	7.50		
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CLASS: 10 MATERIALS & SERVICES

303	OFFICE FURNITURE & EQUIPMENT												
	2,948		1,028		900		400	1,000		1,000			
304	DEPARTMENT EQUIPMENT EXPENSE												
	6,582		3,231		5,000		3,500	4,000		4,000			
305	SPECIAL DEPARTMENT SUPPLIES												
	22,605		22,589		18,717		18,000	19,800		19,800			
307	MEMBERSHIP FEES												
	270				320		160	320		320			
317	COMPUTER EQUIPMENT												
			2,735		1,083		703						

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 049 PROG COORDINATOR -PUBLIC WORKS

- 057 PUBLIC WORKS SUPERVISOR
 THIS POSITION IS SPLIT 50/50 IN THE SEWER FUND AND THE STORM DRAIN FUND (513-85-0734)
- 112 PUBLIC WORKS MANAGER 3
 POSITION FUNDED BY STORM DRAIN FUND AND SEWER FUND.
 FY 2019-20 REFLECTS 114 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 120 HRS PTO CASH-IN.
- 170 PUBLIC WORKS LEAD
 FY 2020-21 REFLECTS 120 HRS PTO CASH-IN.
- 176 PUBLIC WORKS EQUIPMNT OPERATOR
 FY 2019-20 REFLECTS 332 HRS PTO CASH-IN AND FY 2020-21 REFLECTS 240 HRS PTO CASH-IN.
- 177 PUBLIC WORKS TECHNICIAN
 FY 2019-20 REFLECTS A NEW 1 FTE PW TECH POSITION.

- 188 INVENTORY CONTROL TECHNICIAN
 FY 2018-19 REFLECTS REDISTRIBUTION OF 1 FTE INVENTORY CONTROL TECH POSITION FROM
 25% IN 001-85 / 25% IN 101-85 / 25% IN 501-85 / 10% IN 502-85 / 15% IN 513-85 TO 100% IN
 THE GARAGE FUND.
- 274 SEASONAL WORKFORCE
 SEASONAL HELP TO ASSIST IN MANHOLE SEALING AND POST AND BRUSH DUTIES
- 275 TEMPORARY EMPLOYEES
 NO APPROPRIATION REQUESTED
- 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY
 TOTALS 58.14% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 34.14% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 23.22% FOR
 RETIREMENT CONTRIBUTIONS (28.45% PERS. 19.45% OPSRP GENERAL OR
 24.08% OPSRP POLICE), AND 3.27% IN OTHER TAXES (UNEMPLOYMENT,
 LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.00% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES

- 303 OFFICE FURNITURE & EQUIPMENT
 3-OFFICE CHAIRS \$1,000
- 304 DEPARTMENT EQUIPMENT EXPENSE
 NOZZLES \$4,000
- 305 SPECIAL DEPARTMENT SUPPLIES
 VIDEO SUPPLIES \$5,000
 ROOT CUTTING AND LINE CLEANING SUPPLIES \$1,500
 TRAFFIC CONTROL DEVICES \$2,000
 MISC SMALL TOOLS \$1,000
 HOSE REPLACEMENT FOR JET ROODER (2@1,000) & VACTOR (800') @ \$3.66/FT \$10,300
- 307 MEMBERSHIP FEES
 DEQ COLLECTION CERTIFICATION (2 @ \$160 EA) \$320
- 317 COMPUTER EQUIPMENT
 NO APPROPRIATION REQUESTED

BP WORKSHEET & JUSTIFICATION

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

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
318	COMPUTER SOFTWARE												
	1,480												
321	TRAVEL, TRAINING & SUBSISTENCE												
	5,576		5,249		10,663		5,519	8,625		8,625			
351	UTILITIES EXPENSE												
	8												
361	UNIFORMS & SPECIAL CLOTHING												
	3,636		3,380		3,660		3,600	3,600		3,600		3,600	
419	CHEMICAL & LABORATORY SUPPLIES												
	1,975		197		2,000		500	1,000		1,000		1,000	
425	DUMPING EXPENSES												
					1,000		1,000	1,000		1,000		1,000	
461	SPECIAL EXPENSE												
			72		125		125	400		400		400	
511	PROFESSIONAL SERVICES												
	35,578		38,901		49,000		18,900	49,000		49,000		49,000	
512	CITY RIGHT OF WAY FEES												
	194,006		200,573		220,000		205,000	210,000		210,000		205,000	
551	RENTS AND LEASES												
	1,269		131		1,000		1,000	1,000		1,000		1,000	
TOTAL CLASS: 10 MATERIALS & SERVICES													
	275,933		278,086		313,468		258,407	299,745		299,745		294,745	
CLASS: 15 CAPITAL OUTLAY													
641	VEHICLES												
			308,907				5,400	31,500		31,500		31,500	
671	EQUIPMENT												
	469,489		20,340		35,000		35,568	25,000		25,000		25,000	
TOTAL CLASS: 15 CAPITAL OUTLAY													
	469,489		329,247		35,000		40,968	56,500		56,500		56,500	
CLASS: 25 TRANSFERS													
801	TRFSR TO GENERAL FD - OVERHEAD												
	222,162		241,331		261,176		261,176	299,618		299,618		299,618	
802	TRFSR TO GENERAL FD-ACCOUNTING												
	28,616		62,355		79,528		79,528	58,917		58,917		58,917	
803	TRFSR TO GENERAL FD-LANDSCAPE												
	16,043		16,734		17,654		17,654	17,839		17,839		17,430	

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

318	COMPUTER SOFTWARE NO APPROPRIATION REQUESTED
321	TRAVEL, TRAINING & SUBSISTENCE 4 - SHORT SCHOOL AT CLACKAMAS COMMUNITY COLLEGE @\$225/EA \$900 2 - FALL AWWA CONFERENCE WITH 3 NIGHT STAY (\$700 REGISTRATION + \$1000 T&S) \$1,700 4 - SPRING AWWA CONFERENCE WITH 3 NIGHT STAY (\$1400 REGISTRATION + \$2000 T&S) \$3,400 PACP USER CONFERENCE @ \$800 EACH \$800 3 - JET RODDER REFRESHER @ \$275 EACH \$825 DEPARTMENTAL PROFESSIONAL DEVELOPMENT \$1,000
351	UTILITIES EXPENSE
361	UNIFORMS & SPECIAL CLOTHING 6 EMPLOYEES @ \$600/EA \$3,600
419	CHEMICAL & LABORATORY SUPPLIES GASES FOR ATMOSPHERIC TESTERS \$500 GREASE AND ROOT ABATEMENT \$500
425	DUMPING EXPENSES LANDFILL DEBRIS DISPOSAL \$1,000
461	SPECIAL EXPENSE COMMERCIAL DRIVERS LICENSE AND RENEWAL \$400
511	PROFESSIONAL SERVICES SPECIALIZED EQUIPMENT REPAIRS OF GAS MONITORS \$2,000 VIDEO CAMERA RELATED EQUIPMENT REPAIR \$12,000 UNDERGROUND UTILITY LOCATES \$35,000
512	CITY RIGHT OF WAY FEES THIS ACCOUNT WAS ESTABLISHED TO ACCOUNT FOR THE PAYMENT IN LIEU OF 5% FRANCHISE FEES \$210,000 TO THE GENERAL FUND.
551	RENTS AND LEASES MISC. RENTS AND LEASES \$1,000
641	VEHICLES REPLACEMENT OF 2-665, 2008 CHEVROLET COLORADO WITH FORD ESCAPE PLUG IN (COST INCLUDES VEHICLE, SETUP ITEMS, SAFETY LIGHTING AND LICENSING \$31,500 (PLUG- IN VEHICLE)
671	EQUIPMENT CCTV TRANSPORTER \$25,000
801	TRSFER TO GENERAL FD - OVERHEAD ALLOCATION OF OVERHEAD SERVICES PROVIDED BY THE GENERAL FUND 14.59% OF FY19-20 BUDGETED PERSONNEL SERVICES TOTAL EXPENDITURES \$299,618
802	TRSFER TO GENERAL FD-ACCOUNTING ALLOCATION OF ACCOUNTING SERVICES PROVIDED BY THE GENERAL FUND \$58,917
803	TRSFER TO GENERAL FD-LANDSCAPE ALLOCATION OF LANDSCAPE SERVICES PROVIDED BY THE GENERAL FUND \$17,430

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

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

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
804	TRSFR - OPERATIONS ADMIN												
	134,074		145,641		140,175		140,175	171,575		153,900			
805	TRSFR TO G/F BLDG MAINT												
	9,471		8,199		8,457		8,457	8,008		8,008			
808	TRSFERS TO GIS PGRM (TO ISD FUND 2018-19)												
	97,453		105,662		104,563		104,563	109,886		110,410			
817	TRSFERS TO GARAGE FUND												
	85,440		137,644		101,720		101,720	146,635		146,635			
818	TRSFERS TO ISD-ALLOCATED												
	184,126		217,016		256,500		256,500	245,610		251,180			
819	TRSFERS TO INSURANCE FUND												
	164,637		164,637		205,671		205,671	205,671		205,671			
840	TRSFR TO INSURANCE FUND, WC												
	77,400												
TOTAL CLASS: 25 TRANSFERS													
	1,019,422		1,099,219		1,175,444		1,175,444	1,263,759		1,251,769			
CLASS: 30 FUND BAL/CONTINGENCY/RESERVES													
972	RESERVE - OPERATIONS FACILITY REPLACMT												
					65,269			130,461		130,461			
986	RSRV - DEDICATED SURCHG, CIP 3850 & 3950												
					5,613,667			6,230,329		5,706,623			
991	CONTINGENCY - UNRESERVED												
					2,469,848			2,085,185		2,503,981			
994	RESERVE - WTR AND SEWER (CIP 3811) SDC												
					960,214			383,966		1,026,206			
996	RESERVE - EQUIPMENT REPLACMT												
					496,439			532,624		532,624			
TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES													
					9,605,437			9,362,565		9,899,895			
TOTAL PROGRAM: 0753 SEWER SYSTEM MAINTENANCE													
	2,499,475	6.60	2,480,751	6.50	12,009,649	7.50	2,260,427	11,884,605	7.50	12,398,850	7.50		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

804	TRSFRR - OPERATIONS ADMIN ALLOCATION OF SERVICES PROVIDED BY THE OPERATIONS ADMINISTRATION FUND \$153,900
805	TRSFRR TO G/F BLDG MAINT ALLOCATION OF BUILDING MAINTENANCE SERVICES PROVIDED BY THE GENERAL FUND \$8,008
808	TRSFRRS TO GIS PGRM (TO ISD FUND 2018-19) ALLOCATION OF GEOGRAPHICAL INFORMATION SERVICES \$110,410
817	TRSFRRS TO GARAGE FUND ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND \$146,635
818	TRSFRRS TO ISD-ALLOCATED ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND \$183,147 SOFTWARE MAINTENANCE COSTS - ASSET SYSTEM AND UTILITY BILLING \$65,833 ENGINEERING SOFTWARE UPGRADES \$2,200
819	TRSFRRS TO INSURANCE FUND ALLOCATION OF CHARGES FOR GENERAL LIABILITY AND PROPERTY INSURANCE \$205,671
840	TRSFRR TO INSURANCE FUND, WC FY 17-18 REFLECTS PRE-FUNDING OF A WORKER'S COMP. CLAIM SETTLEMENT
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 \$130,461
986	RSRV - DEDICATED SURCHG, CIP 3850 & 3950 FUTURE REHABILITATION AND REPAIR PROJECTS \$5,706,623
991	CONTINGENCY - UNRESERVED
994	RESERVE - WTR AND SEWER (CIP 3811) SDC RESERVE FOR FUTURE CAPACITY IMPROVEMENT PROJECTS AND RENEWAL AND REHAB PROJECTS. \$1,026,206
996	RESERVE - EQUIPMENT REPLACMT RESERVE FOR VEHICLE REPLACEMENT, USED IN OPERATION \$486,840; RESERVE FOR VEHICLE REPLACEMENT, USED IN CONSTRUCTION \$45,784

BP WORKSHEET & JUSTIFICATION

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

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									17,180	.25		
112	PUBLIC WORKS MANAGER 3												
	28,093	.33	32,109	.33	33,542	.33	33,492	35,994	.33	35,994	.33		
170	PUBLIC WORKS LEAD												
	21,886	.34	20,409	.34	48,104	.84	35,039	60,710	.84	60,710	.84		
176	PUBLIC WORKS EQUIPMNT OPERATOR												
	35,227	.50	35,308	.50	35,387	.50	33,270	34,736	.50	34,544	.50		
177	PUBLIC WORKS TECHNICIAN												
	44,158	1.00	51,572	1.00	54,238	1.00	49,807	53,778	1.00	53,778	1.00		
299	PAYROLL TAXES AND FRINGES												
	93,758		93,825		126,417		101,283	128,480		142,563			

TOTAL CLASS: 05 PERSONNEL SERVICES

	223,122	2.17	233,223	2.17	297,688	2.67	252,891	313,698	2.67	344,769	2.92		
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CLASS: 10 MATERIALS & SERVICES

304	DEPARTMENT EQUIPMENT EXPENSE												
	3,190				5,000		3,000	5,000		5,000			
305	SPECIAL DEPARTMENT SUPPLIES												
	2,171		4,014		5,000		4,000	5,000		5,000			
321	TRAVEL, TRAINING & SUBSISTENCE												
	1,703		260		1,800		1,800	2,100		2,100			
361	UNIFORMS & SPECIAL CLOTHING												
	1,538		1,002		1,950		1,950	3,200		3,200			
425	DUMPING EXPENSES												
	1,436		2,660		1,000		200	1,000		1,000			
434	CONSTRUCTION MATERIALS												
	1,060		752		20,000		5,000	15,000		10,000			

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

- 057 PUBLIC WORKS SUPERVISOR

- 112 PUBLIC WORKS MANAGER 3
 POSITION FUNDED 34% STREET FUND, 33% STORM DRAIN FUND, AND 33% SEWER FUND.

- 170 PUBLIC WORKS LEAD
 1 FTE PW LEAD IS ALLOCATED 33/34/33 IN STREET / SEWER / STORM FUNDS.
 FY 19-20 REFLECTS A NEW 1 FTE PW LEAD POSITION THAT IS ALLOCATED 50/50 IN SEWER/STORM FUNDS IN THE CONSTRUCTION PROGRAM.
 FY 2019-20 REFLECTS 184 HRS PTO CASH-IN.

- 176 PUBLIC WORKS EQUIPMENT OPERATOR
 POSITION FUNDED: 50% SEWER CONSTRUCTION AND 50% STORM CONSTRUCTION.

- 177 PUBLIC WORKS TECHNICIAN
 POSITION FUNDED: 50% SEWER CONSTRUCTION AND 50% STORM CONSTRUCTION.

- 299 PAYROLL TAXES AND FRINGES
 PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 58.14% AS A CITY-WIDE AVERAGE AND CONSISTS OF THE FOLLOWING:
 34.14% IN PAYROLL TAXES CONSISTING OF 7.65% FICA, AVERAGE OF 23.22% FOR RETIREMENT CONTRIBUTIONS (28.45% PERS. 19.45% OPSRP GENERAL OR 24.08% OPSRP POLICE), AND 3.27% IN OTHER TAXES (UNEMPLOYMENT, LONG TERM DISABILITY, WORKERS COMPENSATION, PEHP, AND TRIMET)
 24.00% AS THE AVERAGE COST OF MEDICAL, DENTAL, LIFE AND AD&D INSURANCES

- 304 DEPARTMENT EQUIPMENT EXPENSE
 POWER TOOL REPLACEMENT, TRAFFIC SAFETY SUPPLIES & PUMP HOSES \$4,000
 TOOL STORAGE CABINET \$1,000

- 305 SPECIAL DEPARTMENT SUPPLIES
 HAND TOOLS; REPLACEMENT BLADES; CUTTING CHAINS; LOCATE PAINT; PLYWOOD & LUMBER;
 TRAFFIC CONES AND SIGNS; EROSION CONTROL; BARRICADES; LIFTING STRAPS AND CHAINS. \$5,000

- 321 TRAVEL, TRAINING & SUBSISTENCE
 WITH ADDITION OF LEAD POSITION- 4 TOTAL TEAM MEMBERS
 1 - APWA CONFERENCE REDMOND WITH 3 NIGHT STAY (\$350 REGISTRATION + \$450 T&S) \$800
 1 - VACTOR TRAINING \$500
 1 - APWA CONFERENCE NEWPORT WITH 3 NIGHT STAY (\$350 REGISTRATION + \$450 T&S) \$800

- 361 UNIFORMS & SPECIAL CLOTHING
 RAIN GEAR, SAFETY GLASSES, GLOVES AND BOOTS, SAFETY HARNESS
 4 EMPLOYEES AT \$800 EACH \$3,200
 NEW CONSTRUCTION LEAD ADDED 19/20

- 425 DUMPING EXPENSES
 LANDFILL DEBRIS DISPOSAL \$1,000

- 434 CONSTRUCTION MATERIALS
 COLD MIX, CONCRETE, ROCK, STRUCTURES, FITTINGS, PIPE AND POLLUTION CONTROL DEVICES.
 PIPE AND STRUCTURE REPAIRS FROM ASSET MANAGEMENT SOFTWARE (CITY WORKS) LIST \$10,000

BP WORKSHEET & JUSTIFICATION

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

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												
	45,692		99,599		110,000		90,000	93,000		93,000			
551	RENTS AND LEASES												
	1,269		131		2,000			2,000		2,000			
TOTAL CLASS: 10 MATERIALS & SERVICES													
	58,059		108,418		146,750		105,950	126,300		121,300			
CLASS: 15 CAPITAL OUTLAY													
671	EQUIPMENT												
	76,902		9,989										
TOTAL CLASS: 15 CAPITAL OUTLAY													
	76,902		9,989										
CLASS: 25 TRANSFERS													
817	TRSFERS TO GARAGE FUND												
	38,517		18,627		45,932		45,932	23,006		23,006			
829	TRSFERS TO STORM DRAIN FUND												
					90,000		90,000						
TOTAL CLASS: 25 TRANSFERS													
	38,517		18,627		135,932		135,932	23,006		23,006			
TOTAL PROGRAM: 0757 SEWER SYSTEM CONSTRUCTION													
	396,600	2.17	370,257	2.17	580,370	2.67	494,773	463,004	2.67	489,075	2.92		
TOTAL DEPARTMENT: 85 PUBLIC WORKS - OPERATIONS													
	2,896,075	8.77	2,851,008	8.67	12,590,019	10.17	2,755,200	12,347,613	10.17	12,887,925	10.42		
TOTAL FUND: 502 SEWER FUND													
	4,673,715	13.34	4,373,711	14.17	16,646,596	16.47	4,417,773	17,384,195	16.47	17,968,091	16.72		

BP WORKSHEET & JUSTIFICATION

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

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

511 PROFESSIONAL SERVICES
 PORTABLE RESTROOM SERVICING, STREET CUTTING, CORE DRILLING
 TRAFFIC CONTROL, TRUCKING, AND CLEANING COVERALLS \$5,000
 MANHOLE SEALING AND ADJUSTMENTS FOR OVERLAYS & MAINTENANCE (30 MANHOLES @ \$2,250) \$68,000
 TRAFFIC CONTROL FOR MANHOLE ADJUSTMENTS \$10,000
 TRUCKING 80 HOURS AT \$125 / HOUR \$10,000

551 RENTS AND LEASES
 MISC. EQUIPMENT RENTAL (FUSION MACHINE, STEEL PLATES, SHORING EQUIPMENT, LIGHTING) \$2,000

671 EQUIPMENT
 NO APPROPRIATION REQUESTED

817 TRSFERS TO GARAGE FUND
 SERVICES PROVIDED BY THE GARAGE FUND \$23,006

829 TRSFERS TO STORM DRAIN FUND
 SEWER FUND'S 50% PORTION TO REPLACE 6-507 2004 CATEPILLAR BACKHOE

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
502-72	CAPITAL DEVELOPMNT-ENGINEERING											
502-72-0740-05-046	PRINCIPAL ENGINEER	0.25	619			40,462				40,463	19,811	60,274
502-72-0740-05-051	CITY ENGINEER	0.34	580			36,906				36,905	20,006	56,911
502-72-0740-05-068	ENGINEERING ASSOCIATE	1.00	1,571	1		50,014	44		405	50,461	22,292	72,753
502-72-0740-05-084	PROJECT ENGINEER 1	2.10	3,788			163,056				163,056	94,428	257,484
502-72-0740-05-123	ENGINEERING TECH 2		110			3,931			398	4,330	2,980	7,310
502-72-0740-05-221	SUPPORT SPECIALIST 2	0.25	429	5		10,845	185			11,033	8,054	19,087
502-72-0740-05-294	PROJECT SPECIALIST	0.25	415			14,335				14,335	9,638	23,973
	ENTERPRISE MGMT & ADMIN	4.19	7,513	6		319,548	229		803	320,583	177,209	497,792
	**** DEPARTMENT TOTAL ****	4.19	7,513	6		319,548	229		803	320,583	177,209	497,792

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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
502-72	CAPITAL DEVELOPMNT-ENGINEERING											
502-72-0740-05-046	PRINCIPAL ENGINEER	0.25	522			35,010				35,010	18,735	53,745
502-72-0740-05-051	CITY ENGINEER	0.34	712			41,469				41,469	23,729	65,198
502-72-0740-05-068	ENGINEERING ASSOCIATE	1.00	2,088	40		71,502	2,013		270	73,785	32,262	106,047
502-72-0740-05-084	PROJECT ENGINEER 1	2.10	4,351			196,704				196,704	120,585	317,289
502-72-0740-05-221	SUPPORT SPECIALIST 2	0.25	522	10		13,559	380			13,939	12,206	26,145
502-72-0740-05-294	PROJECT SPECIALIST	0.25	522			18,500				18,500	12,819	31,319
	ENTERPRISE MGMT & ADMIN	4.19	8,717	50		376,744	2,393		270	379,407	220,336	599,743
	**** DEPARTMENT TOTAL ****	4.19	8,717	50		376,744	2,393		270	379,407	220,336	599,743

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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
502-85	PUBLIC WORKS - OPERATIONS											
502-85-0753-05-049	PROG COORDINATOR -PUBLIC	1.00	2,109	47		68,827	2,369		270	71,466	48,879	120,345
502-85-0753-05-057	PUBLIC WORKS SUPERVISOR	0.50	1,050			35,758				35,757	25,327	61,084
502-85-0753-05-112	PUBLIC WORKS MANAGER 3	0.50	1,105			52,489				52,487	38,239	90,726
502-85-0753-05-170	PUBLIC WORKS LEAD	0.50	1,050			35,541			135	35,680	27,790	63,470
502-85-0753-05-176	PUBLIC WORKS EQUIPMNT	2.00	4,524	39		134,348	1,789		540	136,677	79,032	215,709
502-85-0753-05-177	PUBLIC WORKS TECHNICIAN	3.00	4,696	3		125,652	117		540	126,309	93,861	220,170
502-85-0753-05-274	SEASONAL WORKFORCE		694			12,456				12,456	1,648	14,104
	SEWER SYSTEM MAINTENANCE	7.50	15,228	89		465,071	4,275		1,485	470,832	314,776	785,608
502-85-0757-05-112	PUBLIC WORKS MANAGER 3	0.33	691			33,492				33,492	20,870	54,362
502-85-0757-05-170	PUBLIC WORKS LEAD	0.84	1,035	18		34,095	851		92	35,039	21,793	56,832
502-85-0757-05-176	PUBLIC WORKS EQUIPMNT	0.50	1,057	4		32,946	193		135	33,270	24,159	57,429
502-85-0757-05-177	PUBLIC WORKS TECHNICIAN	1.00	2,104	66		47,405	2,132		270	49,807	34,461	84,268
	SEWER SYSTEM CONSTRUCTION	2.67	4,887	88		147,937	3,176		497	151,608	101,283	252,891
	**** DEPARTMENT TOTAL ****	10.17	20,115	177		613,008	7,451		1,982	622,440	416,059	1,038,499

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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
502-85	PUBLIC WORKS - OPERATIONS											
502-85-0753-05-049	PROG COORDINATOR -PUBLIC	1.00	2,088	47		73,638	2,486		270	76,394	52,407	128,801
502-85-0753-05-057	PUBLIC WORKS SUPERVISOR	0.50	1,044			38,361				38,358	27,577	65,935
502-85-0753-05-112	PUBLIC WORKS MANAGER 3	0.50	1,104			56,646				56,646	41,017	97,663
502-85-0753-05-170	PUBLIC WORKS LEAD	0.50	1,104			40,320			135	40,459	30,223	70,682
502-85-0753-05-176	PUBLIC WORKS EQUIPMNT	2.00	4,416	39		137,499	1,698		540	139,737	83,005	222,742
502-85-0753-05-177	PUBLIC WORKS TECHNICIAN	3.00	6,264	3		172,370	116		810	173,296	136,822	310,118
	SEWER SYSTEM MAINTENANCE	7.50	16,020	89		518,834	4,300		1,755	524,890	371,051	895,941
502-85-0757-05-057	PUBLIC WORKS SUPERVISOR	0.25	522			17,185				17,180	14,099	31,279
502-85-0757-05-112	PUBLIC WORKS MANAGER 3	0.33	689			35,994				35,994	22,185	58,179
502-85-0757-05-170	PUBLIC WORKS LEAD	0.84	1,754	17		59,585	900		227	60,710	43,492	104,202
502-85-0757-05-176	PUBLIC WORKS EQUIPMNT	0.50	1,044	21		33,405	1,008		135	34,544	25,595	60,139
502-85-0757-05-177	PUBLIC WORKS TECHNICIAN	1.00	2,088	50		51,667	1,841		270	53,778	37,192	90,970
	SEWER SYSTEM CONSTRUCTION	2.92	6,097	88		197,836	3,749		632	202,206	142,563	344,769
	**** DEPARTMENT TOTAL ****	10.42	22,117	177		716,669	8,049		2,387	727,096	513,614	1,240,710

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