

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 YTD | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|------------------------------------|---------------|-----|---------------|-----|---------------|-----|----------|---------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | ACT AMT | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| CLASS: 10 MATERIALS & SERVICES | | | | | | | | | | | | |
| 303 OFFICE FURNITURE & EQUIPMENT | | | | | | | | | | | | |
| | 14,660 | | | | | | | | | | | |
| 307 MEMBERSHIP FEES | | | | | | | | | | | | |
| | 75,832 | | 76,647 | | 79,280 | | 76,442 | 79,280 | 80,700 | | 80,700 | |
| 317 COMPUTER EQUIPMENT | | | | | | | | | | | | |
| | 351 | | | | | | | | | | | |
| 341 COMMUNICATIONS EXPENSE | | | | | | | | | | | | |
| | 59,852 | | 36,291 | | 50,000 | | 36,443 | 39,000 | 44,000 | | 44,000 | |
| 351 UTILITIES EXPENSE | | | | | | | | | | | | |
| | 901,690 | | 813,254 | | 829,200 | | 745,356 | 825,000 | 857,526 | | 857,526 | |
| 352 BVTN ACTIVITIES CENTER EXPENSE | | | | | | | | | | | | |
| | 52,980 | | 134 | | | | | | | | | |
| 354 HARVEST COURT EXPENSE | | | | | | | | | | | | |
| | 27,208 | | 26,255 | | 23,880 | | 21,777 | 23,880 | | | | |
| 356 KIOSK MAINTENANCE EXPENSE | | | | | | | | | | | | |
| | 2,599 | | 3 | | 3,101 | | 2,901 | 3,101 | 3,000 | | 3,000 | |
| 359 PROPERTY TAX REBATE EXPENSE | | | | | | | | | | | | |
| | 226,504 | | 148,333 | | 76,400 | | 78,432 | 78,432 | | | | |
| 381 BUILDING EXPENSE | | | | | | | | | | | | |
| | 74,275 | | 85,115 | | 75,000 | | 59,281 | 70,000 | 75,000 | | 75,000 | |
| 384 BUILDING MAINTENANCE PROJECTS | | | | | | | | | | | | |
| | 243,101 | | 128,917 | | 150,575 | | 85,192 | 150,575 | 172,350 | | 172,350 | |
| 385 PARKING GARAGE EXPENSE | | | | | | | | | | | | |
| | 38,041 | | 46,065 | | 52,973 | | 53,398 | 44,674 | 136,796 | | 136,796 | |
| 386 COMMUNITY CENTER EXPENSE | | | | | | | | | | | | |
| | 62,979 | | 94,971 | | 56,050 | | 49,687 | 56,050 | 31,000 | | 31,000 | |
| 388 PROPERTY INSURANCE | | | | | | | | | | | | |
| | 15,000 | | 8,364 | | 15,000 | | 10,976 | 10,976 | 12,000 | | 12,000 | |
| 406 BANK SERVICE FEES | | | | | | | | | | | | |

108

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 YTD | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|--------------------------------------|--------------------------------|-----|---------------|-----|---------------|-----|-----------|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | ACT AMT | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| | 32,882 | | 33,573 | | 40,000 | | 45,417 | 48,000 | 50,000 | | 50,000 | |
| 431 | PLANT MAINTENANCE | | | | | | | | | | | |
| | 65,305 | | 102,956 | | 110,000 | | 79,240 | 110,000 | 120,000 | | 120,000 | |
| 457 | BVTN BLDG FLOOD DAMAGE EXPENSE | | | | | | | | | | | |
| | | | | | | | 275 | | | | | |
| 461 | SPECIAL EXPENSE | | | | | | | | | | | |
| | 651 | | | | | | | | | | | |
| 479 | LOT 2 & 3 EXPENSES | | | | | | | | | | | |
| | 8,213 | | 2,508 | | 1,000 | | 1,993 | 1,739 | | | | |
| 480 | PROPERTY TAX EXPENSE | | | | | | | | | | | |
| | 24,779 | | 16,369 | | 23,000 | | 18,172 | 18,172 | 16,400 | | 16,400 | |
| 481 | OTHER EXPENSES | | | | | | | | | | | |
| | 31,884 | | 32,459 | | 32,950 | | 32,005 | 39,950 | 40,590 | | 40,590 | |
| 497 | DEBT ISSUANCE COST | | | | | | | | | | | |
| | | | | | 11,650 | | | 11,650 | | | | |
| 498 | UNDERWRITERS DISCOUNT, BOND | | | | | | | | | | | |
| | | | | | 35,400 | | | 35,400 | | | | |
| 510 | 3RD FLOOR E-SUITES EXPENSE | | | | | | | | | | | |
| | 226,208 | | 246,480 | | 256,000 | | 222,943 | 217,000 | 240,000 | | 240,000 | |
| 511 | PROFESSIONAL SERVICES | | | | | | | | | | | |
| | 784,784 | | 895,979 | | 1,163,715 | | 1,023,607 | 1,103,633 | 1,161,722 | | 1,161,722 | |
| 536 | MAINTENANCE CONTRACTS | | | | | | | | | | | |
| | 27,334 | | 25,531 | | 31,150 | | 50,869 | 56,840 | 41,700 | | 41,700 | |
| 551 | RENTS AND LEASES | | | | | | | | | | | |
| | 73,260 | | 73,260 | | 82,400 | | 67,155 | 73,260 | 74,000 | | 74,000 | |
| TOTAL CLASS: 10 MATERIALS & SERVICES | | | | | | | | | | | | |
| | 3,070,372 | | 2,893,464 | | 3,198,724 | | 2,761,561 | 3,096,612 | 3,156,784 | | 3,156,784 | |

CLASS: 15 CAPITAL OUTLAY

605 BUILDINGS AND BUILDING IMPROVE

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 YTD | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|--------------------------------|---|-----|---------------|-----|---------------|-----|-----------|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | ACT AMT | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| | 514,446 | | 41,619 | | 38,380 | | 25,484 | 3,544 | | | | |
| 641 | VEHICLES | | | | | | | | | | | |
| | 26,469 | | 25,118 | | 35,500 | | 34,960 | 34,960 | 31,200 | | 31,200 | |
| 682 | CONSTRUCTION | | | | | | | | | | | |
| | 53,450 | | 2,446 | | 504,000 | | 363,616 | 307,307 | 587,200 | | 587,200 | |
| 683 | CONST DESIGN & ENGR INSPECTION | | | | | | | | | | | |
| | 1,500 | | 22,875 | | 177,550 | | 73,175 | 47,000 | 38,000 | | 38,000 | |
| TOTAL CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | | |
| | 595,865 | | 92,058 | | 755,430 | | 497,235 | 392,811 | 656,400 | | 656,400 | |
| CLASS: 20 DEBT SERVICE | | | | | | | | | | | | |
| 791 | PAYMENT OF CONSTRUCTION LOAN | | | | | | | | | | | |
| | 106,692 | | 106,692 | | 301,692 | | 300,672 | 300,672 | | | | |
| TOTAL CLASS: 20 DEBT SERVICE | | | | | | | | | | | | |
| | 106,692 | | 106,692 | | 301,692 | | 300,672 | 300,672 | | | | |
| CLASS: 25 TRANSFERS | | | | | | | | | | | | |
| 808 | TRSFERS TO GIS PGRM (TO ISD FUND 2018-19) | | | | | | | | | | | |
| | 290,299 | | 314,830 | | 311,479 | | 285,522 | 311,479 | 328,899 | | 328,899 | |
| 810 | TRSFERS TO STREET FUND | | | | | | | | | | | |
| | | | 544,014 | | | | | | | | | |
| 814 | TRSFERS TO CAPITAL PROJ. FUND | | | | | | | | | | | |
| | 395,366 | | 312,628 | | 888,066 | | 488,017 | 824,464 | 708,500 | | 708,500 | |
| 815 | TRSFERS TO CAPITAL DEV. FUND | | | | | | | | | | | |
| | 423,464 | | 1,090,056 | | 722,303 | | 10,574 | 1,741,178 | 187,986 | | 187,986 | |
| 817 | TRSFERS TO GARAGE FUND | | | | | | | | | | | |
| | 23,828 | | 25,169 | | 28,389 | | 21,404 | 28,389 | 29,785 | | 29,785 | |
| 818 | TRSFERS TO ISD-ALLOCATED | | | | | | | | | | | |
| | 1,640,370 | | 1,849,898 | | 1,937,183 | | 1,775,751 | 1,937,183 | 1,882,499 | | 1,882,499 | |
| 819 | TRSFERS TO INSURANCE FUND | | | | | | | | | | | |

110

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 YTD | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|---|--------------------------------------|-----|---------------|-----|---------------|-----|-----------|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | ACT AMT | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| | 411,381 | | 411,381 | | 514,226 | | 471,374 | 514,226 | 514,226 | | 514,226 | |
| 823 | TRSFERS TO DEBT SERVICE FUND | | | | | | | | | | | |
| | 1,190,387 | | 53,860 | | | | | | | | | |
| 830 | TRANSFER TO LIBRARY FUND | | | | | | | | | | | |
| | | | 94,108 | | | | | | | | | |
| 831 | TRSFER TO LIBRARY FD-COLLECTION | | | | | | | | | | | |
| | | | 165,000 | | | | | | | | | |
| 837 | TRSFER TO LODGING TAX (TLT) FUND | | | | | | | | | | | |
| | 454,258 | | 556,127 | | 648,626 | | 564,856 | 648,626 | 645,192 | | 645,192 | |
| 842 | TRSFER TO SPECIAL REVENUE DEBT FUND | | | | | | | | | | | |
| | | | | | | | | | 1,030,144 | | 1,030,144 | |
| TOTAL CLASS: 25 TRANSFERS | | | | | | | | | | | | |
| | 4,829,353 | | 5,417,071 | | 5,050,272 | | 3,617,498 | 6,005,545 | 5,327,231 | | 5,327,231 | |
| CLASS: 30 FUND BAL/CONTINGENCY/RESERVES | | | | | | | | | | | | |
| 973 | RESERVE - HOUSING INVESTMENT FUND | | | | | | | | | | | |
| | | | | | 300,000 | | | | 300,000 | | 300,000 | |
| 974 | RESERVE - CITY PARK FOUNTAIN PROJECT | | | | | | | | | | | |
| | | | | | 600,000 | | | | | | | |
| 980 | CONTINGENCY- ROW FEE FUTURE USE | | | | | | | | | | | |
| | | | | | 3,727,564 | | | | 3,727,564 | | 3,727,564 | |
| 991 | CONTINGENCY - UNRESERVED | | | | | | | | | | | |
| | | | | | 2,645,337 | | | | 3,984,978 | | 3,512,852 | |
| 996 | RESERVE - EQUIPMENT REPLACEMT | | | | | | | | | | | |
| | | | | | 85,093 | | | | 105,408 | | 105,408 | |
| TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES | | | | | | | | | | | | |
| | | | | | 7,357,994 | | | | 8,117,950 | | 7,645,824 | |
| TOTAL DEPARTMENT: 13 NON-DEPARTMENTAL | | | | | | | | | | | | |
| | 8,602,282 | | 8,509,285 | | 16,664,112 | | 7,176,966 | 9,795,640 | 17,258,365 | | 16,786,239 | |

111

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

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

CLASS: 10 MATERIALS & SERVICES

| | | | | | | | | | | | |
|-----|--------------------------------|--|---------|--|--------|--|--------|--------|--|--------|--|
| 303 | OFFICE FURNITURE & EQUIPMENT | | | | | | | | | | |
| | 14,660 | | | | | | | | | | |
| 307 | MEMBERSHIP FEES | | | | | | | | | | |
| | 75,832 | | 76,647 | | 79,280 | | 79,280 | 80,700 | | 80,700 | |
| 341 | COMMUNICATIONS EXPENSE | | | | | | | | | | |
| | 59,852 | | 36,291 | | 50,000 | | 39,000 | 44,000 | | 44,000 | |
| 352 | BVTN ACTIVITIES CENTER EXPENSE | | | | | | | | | | |
| | 52,980 | | 134 | | | | | | | | |
| 354 | HARVEST COURT EXPENSE | | | | | | | | | | |
| | 27,208 | | 26,255 | | 23,880 | | 23,880 | | | | |
| 356 | KIOSK MAINTENANCE EXPENSE | | | | | | | | | | |
| | 2,599 | | 3 | | 3,101 | | 3,101 | 3,000 | | 3,000 | |
| 359 | PROPERTY TAX REBATE EXPENSE | | | | | | | | | | |
| | 226,504 | | 148,333 | | 76,400 | | 78,432 | | | | |
| 386 | COMMUNITY CENTER EXPENSE | | | | | | | | | | |
| | 62,979 | | 94,971 | | 56,050 | | 56,050 | 31,000 | | 31,000 | |
| 406 | BANK SERVICE FEES | | | | | | | | | | |
| | 32,882 | | 33,573 | | 40,000 | | 48,000 | 50,000 | | 50,000 | |
| 461 | SPECIAL EXPENSE | | | | | | | | | | |
| | 651 | | | | | | | | | | |
| 479 | LOT 2 & 3 EXPENSES | | | | | | | | | | |
| | 8,213 | | 2,508 | | 1,000 | | 1,739 | | | | |
| 480 | PROPERTY TAX EXPENSE | | | | | | | | | | |
| | 2,704 | | | | | | 2,258 | | | | |
| 481 | OTHER EXPENSES | | | | | | | | | | |
| | 31,884 | | 32,459 | | 32,950 | | 39,950 | 40,590 | | 40,590 | |
| 497 | DEBT ISSUANCE COST | | | | | | | | | | |
| | | | | | 11,650 | | 11,650 | | | | |
| 498 | UNDERWRITERS DISCOUNT, BOND | | | | | | | | | | |
| | | | | | 35,400 | | 35,400 | | | | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

- 303 OFFICE FURNITURE & EQUIPMENT
 EQUIPMENT APPROPRIATION AVAILABLE FOR EMERGENCY USE (MAYOR'S AUTHORIZATION REQUIRED)
- 307 MEMBERSHIP FEES
 NATIONAL LEAGUE OF CITIES \$7,200
 LEAGUE OF OREGON CITIES \$58,800
 LEGAL ADVOCACY PROGRAM \$1,000
 PORTLAND STATE METROPOLITAN STUDIES \$2,000
 UNITED STATES CONFERENCE OF MAYORS \$5,300
 GOVERNMENT ETHICS COMMISSION \$900
 METROPOLITAN MAYORS CONSORTIUM ANNUAL DUES \$5,500
- 341 COMMUNICATIONS EXPENSE
 CITY WIDE COSTS-TELEPHONE SYS INCL. LINE CHARGES, LONG DISTANCE AND ACCESS
 TELEPHONE BILL MONITORING AND PAYMENT SERVICES EXPECTING 5-10 ADDITIONAL PHONES AT PUBLIC SAFETY
 CENTER \$44,000
- 352 BVTN ACTIVITIES CENTER EXPENSE
 FY 17-18 WAS REDUCED AS THE BUILDING WAS VACATED DURING THE FISCAL YEAR AND WILL BE
 DECOMMISSIONED. THE SITE WILL BE REPURPOSED FOR THE NEW PUBLIC SAFETY BUILDING
 NO APPROPRIATION REQUIRED
- 354 HARVEST COURT EXPENSE
 NO APPROPRIATION REQUESTED FOR FY 2020-21 AS THE PROPERTY WILL BE VACATED
- 356 KIOSK MAINTENANCE EXPENSE
 MISC REPAIRS; PARTS \$3,000
- 359 PROPERTY TAX REBATE EXPENSE
 PROPERTY TAX REBATES UNDER THE ANNEXATION AGREEMENTS FOR:
 PETERKORT PHASE 1 & 2 PROPERTIES 10 YEAR REBATE PERIOD ENDED IN FY 2019-20. NO
 APPROPRIATION REQUIRED FOR FY 2020-21
- 386 COMMUNITY CENTER EXPENSE
 RESTROOM RE-HAB \$8,500
 KITCHEN EQUIPMENT/FLOORING \$2,500
 HVAC UNITS RESONER \$20,000
- 406 BANK SERVICE FEES
 TRANSACTION FEES FOR PAYMENTS BY CREDIT CARD. \$50,000
- 461 SPECIAL EXPENSE
 FOR SURFACE WATER UTILITY CHARGES ON WESTGATE SITE - ELIMINATED BY SALE OF PARCELS
- 479 LOT 2 & 3 EXPENSES
 LOTS 2 & 3 MANAGEMENT COST, LANDSCAPE MAINTENANCE EXPENSE, AND UTILITY EXPENSES
- 480 PROPERTY TAX EXPENSE
 FY 2019-20 REFLECTS PROPERTY TAXES ON THE SHELL GAS STATION SITE. NO APPROPRIATION
 REQUIRED FOR FY 2020-21
- 481 OTHER EXPENSES
 LIEN SEARCH SERVICES \$25,000
 ANNUAL DEBT SERVICE FEES FOR G.O. BOND ISSUES \$3,250
 INTER-DEPARTMENTAL COURIER \$8,340
 INVESTMENT 3RD PARTY SAFEKEEPING FEES \$4,000
- 497 DEBT ISSUANCE COST
 DEBT ISSUANCE COST FOR 2020A-2 BOND ISSUANCE (\$4,000,000)
- 498 UNDERWRITERS DISCOUNT, BOND

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|--------------------------------------|---|-----|---------------|-----|---------------|-----|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| 511 | PROFESSIONAL SERVICES | | | | | | | | | | |
| | 8,495 | | 7,408 | | 104,465 | | 54,450 | 130,000 | | 130,000 | |
| 536 | MAINTENANCE CONTRACTS | | | | | | | | | | |
| | 700 | | 6,192 | | 6,650 | | 28,340 | | | | |
| TOTAL CLASS: 10 MATERIALS & SERVICES | | | | | | | | | | | |
| | 608,143 | | 464,774 | | 520,826 | | 501,530 | 379,290 | | 379,290 | |
| CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | |
| 641 | VEHICLES | | | | | | | | | | |
| | 26,469 | | 25,118 | | 35,500 | | 34,960 | 31,200 | | 31,200 | |
| TOTAL CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | |
| | 26,469 | | 25,118 | | 35,500 | | 34,960 | 31,200 | | 31,200 | |
| CLASS: 25 TRANSFERS | | | | | | | | | | | |
| 808 | TRSFERS TO GIS PGRM (TO ISD FUND 2018-19) | | | | | | | | | | |
| | 290,299 | | 314,830 | | 311,479 | | 311,479 | 328,899 | | 328,899 | |
| 810 | TRSFERS TO STREET FUND | | | | | | | | | | |
| | | | 544,014 | | | | | | | | |
| 814 | TRSFERS TO CAPITAL PROJ. FUND | | | | | | | | | | |
| | 395,366 | | 312,628 | | 888,066 | | 824,464 | 708,500 | | 708,500 | |
| 815 | TRSFERS TO CAPITAL DEV. FUND | | | | | | | | | | |
| | 423,464 | | 1,090,056 | | 722,303 | | 1,741,178 | 187,986 | | 187,986 | |
| 817 | TRSFERS TO GARAGE FUND | | | | | | | | | | |
| | 23,828 | | 25,169 | | 28,389 | | 28,389 | 29,785 | | 29,785 | |
| 818 | TRSFERS TO ISD-ALLOCATED | | | | | | | | | | |
| | 1,640,370 | | 1,849,898 | | 1,937,183 | | 1,937,183 | 1,882,499 | | 1,882,499 | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

511 PROFESSIONAL SERVICES
 AFTER HOUR ACTIVITY & EVENT SECURITY \$25,000
 JANITORIAL SERVICES FOR PARK RESTROOMS \$5,000
 FACILITY MASTER PLAN CONSULTANT SERVICES \$100,000

536 MAINTENANCE CONTRACTS
 BUILDING SECURITY CAMERA SYSTEM MAINTENANCE CONTRACT CURRENTLY UNDER A 3-YEAR CONTRACT
 NO APPROPRIATION REQUIRED FOR FY 2020-21 NEXT APPROPRIATION WILL BE IN FY 2021-22

641 VEHICLES
 ADDITIONAL VEHICLE- NISSAN LEAF ELECTRIC FOR POLICE POOL-LOCATED AT PUBLIC SAFETY BLD (COSTS INCLUDE
 VEHICLE, SETUP ITEMS AND LICENSING) \$31,200
 (ALL ELECTRIC VEHICLE)

808 TRSFRS TO GIS PGRM (TO ISD FUND 2018-19)
 ALLOCATION OF GEOGRAPHICAL INFORMATION SERVICES \$328,899

810 TRSFRS TO STREET FUND

814 TRSFRS TO CAPITAL PROJ. FUND
 FY 2019-20 PROJECTS
 3112 SIDEWALK - ALLEN 92ND TO SCHOLLS \$132,500
 3113 SIDEWALK - LAURELWOOD AVE \$70,000
 3328 WESTERN AVE IMPROVEMENT \$90,000
 3408 HOCKEN AVE \$40,000
 3410 DENNEY ROAD MUP \$441,964
 3416 QUIET ZONES \$50,000
 FY 2020-21 PROJECTS
 3112 SIDEWALK - ALLEN 92ND TO SCHOLLS \$200,000
 3113 SIDEWALK - LAURELWOOD AVE \$118,500
 3328 WESTERN AVE IMPROVEMENT \$80,000
 3416 QUIET ZONES \$175,000
 3519 CANYON RD INTERSECTIN IMPROVEMENT (MOVED FROM FUND 301) \$135,000

815 TRSFRS TO CAPITAL DEV. FUND
 FY 2017-18 PROJECTS:
 3518 CANYON RD ALTERNATIVE BIKE NETWORK \$164,915
 3519 CANYON RD INTERSECTION IMPROVEMENTS \$68,549
 3522 LIBRARY FOUNTAIN IMPROVEMENTS \$190,000
 FY 2018-19 PROJECTS:
 3518 CANYON RD ALT BIKE NETWORK BUDGETED \$1,250; ESTIMATE \$1,250
 3519 CANYON RD INTERSECTION IMPROVEMENTS BUDGETED \$115,000; ESTIMATE \$10,000
 3513 PROPERTY ACQUISITION ACCOUNT BUDGETED \$100,000; ESTIMATE \$100,000
 3522 LIBRARY FOUNTAIN IMPROVEMENTS BUDGETED \$96,325; ESTIMATE \$96,325
 3523 PACWEST GAS STATION PROPERTY ACQUSTION \$890,000
 FY 2019-20 PROJECTS
 3519 CANYON RD INTERSECTION IMPROVEMENTS \$110,000
 3523 PSC PLAZA AND ENTRYWAY \$1,631,178
 FY 2020-21 PROJECTS
 TRANSFER TO PACWEST GAS STATION PLAZA IMPROVEMENT PROEJCT \$187,986

817 TRSFRS TO GARAGE FUND
 ALLOCATION OF FLEET SERVICES (FUEL AND MAINTENANCE) PROVIDED BY THE GARAGE FUND \$29,785

818 TRSFRS TO ISD-ALLOCATED
 ALLOCATION OF SERVICES PROVIDED BY THE INFORMATION SYSTEMS FUND \$1,882,499

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|---|--------------------------------------|-----|---------------|-----|---------------|-----|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| 819 | TRSFRS TO INSURANCE FUND | | | | | | | | | | |
| | 411,381 | | 411,381 | | 514,226 | | 514,226 | 514,226 | | 514,226 | |
| 823 | TRSFRS TO DEBT SERVICE FUND | | | | | | | | | | |
| | 1,190,387 | | 53,860 | | | | | | | | |
| 830 | TRANSFER TO LIBRARY FUND | | | | | | | | | | |
| | | | 94,108 | | | | | | | | |
| 831 | TRSFR TO LIBRARY FD-COLLECTION | | | | | | | | | | |
| | | | 165,000 | | | | | | | | |
| 837 | TRSFR TO LODGING TAX (TLT) FUND | | | | | | | | | | |
| | 454,258 | | 556,127 | | 648,626 | | 648,626 | 645,192 | | 645,192 | |
| 842 | TRSFR TO SPECIAL REVENUE DEBT FUND | | | | | | | | | | |
| | | | | | | | | 1,030,144 | | 1,030,144 | |
| TOTAL CLASS: 25 TRANSFERS | | | | | | | | | | | |
| | 4,829,353 | | 5,417,071 | | 5,050,272 | | 6,005,545 | 5,327,231 | | 5,327,231 | |
| CLASS: 30 FUND BAL/CONTINGENCY/RESERVES | | | | | | | | | | | |
| 973 | RESERVE - HOUSING INVESTMENT FUND | | | | | | | | | | |
| | | | | | 300,000 | | | 300,000 | | 300,000 | |
| 974 | RESERVE - CITY PARK FOUNTAIN PROJECT | | | | | | | | | | |
| | | | | | 600,000 | | | | | | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | OBJECT DESCRIPTION | JUSTIFICATIONS |
|-----|--------------------|----------------|
|-----|--------------------|----------------|

| | | |
|-----|--|--|
| 819 | TRSFERS TO INSURANCE FUND ALLOCATION OF CHARGES FOR GENERAL LIABILITY AND PROPERTY INSURANCE \$514,226 | |
| 823 | TRSFERS TO DEBT SERVICE FUND TRANSFER TO THE GENERAL OBLIGATION DEBT SERVICE FUND FOR DEBT SERVICE ASSISTANCE ON THE 2017 PUBLIC SAFETY BOND ISSUE DURING THE TWO YEAR OVERLAP WITH THE EXISTING LIBRARY BOND ISSUE DEBT SERVICE. THE OVERLAP PERIOD ENDED IN FY2018-19 | |
| 830 | TRANSFER TO LIBRARY FUND FY 18-19 TRANSFERS TO SUPPORT FOR LIBRARY OPERATION LIBRARY SAFETY OFFICER ADDITIONAL STAFF TIME FOR LIBRARY HOURS CHANGE | |
| 831 | TRSFER TO LIBRARY FD-COLLECTION TRANSFER TO LIBRARY FUND TO ASSIST WITH THE PURCHASE OF LIBRARY MATERIALS | |
| 837 | TRSFER TO LODGING TAX (TLT) FUND 100% SUBSIDY OF THE ARTS PROGRAM 0528' S OPERATING COSTS IN THE TRANSIENT LODGING TAX FUND \$645,192 | |
| 842 | TRSFER TO SPECIAL REVENUE DEBT FUND FUNDING OF DEBT SERVICE PAYMENTS FOR THE 2020A2 SPECIAL REVENUE BONDS ISSUED FOR VARIOUS CITY PROJECTS. PRINCIPAL \$470,144 INTEREST \$560,000 | |

| | | |
|-----|--|--|
| 973 | RESERVE - HOUSING INVESTMENT FUND SET ASIDE A PORTION OF GENERAL FUND CONTINGENCY FOR FUTURE HOUSING INVESTMENT FUND AS THE CITY'S MATCH TOWARDS METRO AFFORDABLE HOUSING BOND PROJECTS \$300,000 | |
| 974 | RESERVE - CITY PARK FOUNTAIN PROJECT | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

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

| | | | | | | | | | | | |
|-----|---------------------------------|--|--|--|-----------|--|--|-----------|--|-----------|--|
| 980 | CONTINGENCY- ROW FEE FUTURE USE | | | | 3,727,564 | | | 3,727,564 | | 3,727,564 | |
|-----|---------------------------------|--|--|--|-----------|--|--|-----------|--|-----------|--|

| | | | | | | | | | | | |
|-----|--------------------------|--|--|--|-----------|--|--|-----------|--|-----------|--|
| 991 | CONTINGENCY - UNRESERVED | | | | 2,645,337 | | | 3,984,978 | | 3,512,852 | |
|-----|--------------------------|--|--|--|-----------|--|--|-----------|--|-----------|--|

| | | | | | | | | | | | |
|-----|-------------------------------|--|--|--|--------|--|--|---------|--|---------|--|
| 996 | RESERVE - EQUIPMENT REPLACEMT | | | | 85,093 | | | 105,408 | | 105,408 | |
|-----|-------------------------------|--|--|--|--------|--|--|---------|--|---------|--|

| | | | | | | | | | | | |
|---|--|--|--|--|-----------|--|--|-----------|--|-----------|--|
| TOTAL CLASS: 30 FUND BAL/CONTINGENCY/RESERVES | | | | | | | | | | | |
| | | | | | 7,357,994 | | | 8,117,950 | | 7,645,824 | |

| | | | | | | | | | | | |
|--------------------------------------|--|--|--|--|-----------|--|--|-----------|--|------------|--|
| TOTAL PROGRAM: 0003 NON-DEPARTMENTAL | | | | | | | | | | | |
| | | | | | 5,463,965 | | | 5,906,963 | | 12,964,592 | |
| | | | | | | | | 6,542,035 | | 13,855,671 | |
| | | | | | | | | | | 13,383,545 | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0003 NON-DEPARTMENTAL

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

- 980 CONTINGENCY- ROW FEE FUTURE USE
 - PGE AND NW NATURAL PRIVELEG TAX SET ASIDE ACCOUNT REVENUES AND AUTHORIZED USES
 - FY 2015-16: TOTAL REVENUES \$1,548,000
 - UTILITY UNDERGROUNDING PROJECT \$65,000
 - FY 2015-16 ACTUAL ENDING BALANCE OF ACCOUNT \$1,483,000
 - FY 2016-17: CARRYOVER \$1,483,000 + CURRENT REVENUES \$1,636,792 TOTAL AVAILABLE \$3,119,792
 - SIDEWALK IMPROVEMENT PROJECT 3106 \$552,582 (FUND MENLO DRIVE FAIRMOUNT TO BERTHOLD)
 - AFFORDABLE HOUSING PROGRAM \$200,000
 - ACQUISITION DUE DILIGENCE EXPENSE \$65,000
 - ACTUAL FY 2016-17 ENDING BALANCE OF ACCOUNT \$2,302,210
 - FY 2017-18: CARRYOVER \$2,302,210 + CURRENT REVENUE \$1,589,438 TOTAL AVAILABLE \$3,891,648
 - DEBT SERVICE ON TO ASSIST WITH PUBLIC SAFETY BOND ISSUE DEBT SERVICE \$1,190,387
 - SIDEWALK IMPROVEMENT PROJECT 3106 \$394,798 (FUND MENLO DRIVE FAIRMOUNT TO BERTHOLD)
 - AFFORDABLE HOUSING PROGRAM \$300,000
 - ACQUISITION DUE DILIGENCE EXPENSE \$75,000
 - ACTUAL FY 2017-18 ENDING BALANCE OF ACCOUNT \$1,193,463
 - FY 2018-19: CARRYOVER \$1,931,463 + CURRENT REVENUE \$1,610,000 TOTAL AVAILABLE \$3,541,463
 - TRANSFER TO THE DEBT SVC FUND TO ASSIST THE PUBLIC SAFETY BOND -\$100,000
 - SIDEWALK IMPROVEMENT PROJECT 3106 MENLO DRIVE FAIRMOUNT TO BERTHOLD -\$202,621
 - AFFORDABLE HOUSING ACTIVITIES IN PROGRAM 0662 ACCOUNT 509 - \$855,000
 - FY 2018-19 BUDGETED ENDING BALANCE \$2,383,842
 - FY 2018-19 ESTIMATE REVENUE REDUCED BY \$44,000 (NW NATURAL) TOTAL AVAILABLE \$3,497,463
 - TRANSFER TO THE DEBT SVC FUND TO ASSIST THE PUBLIC SAFETY BOND -\$53,860
 - SIDEWALK IMPROVEMENT PROJECT 3106 MENLO DRIVE FAIRMOUNT TO BERTHOLD -\$202,621
 - AFFORDABLE HOUSING ACTIVITIES IN PROGRAM 0662 ACCOUNT 509 - \$700,000
 - FY 2018-19 ESTIMATED ENDING BALANCE \$2,475,115
 - FY 2019-20: CARRYOVER \$2,475,115 + CURRENT REVENUE \$1,566,000 TOTAL AVAILABLE \$3,541,463
 - AFFORDABLE HOUSING ACTIVITIES IN PROGRAM 0662 ACCOUNT 509 - \$155,000
 - SIDEWALK PROJECT 3112 ALLEN 92ND AVENUE TO SCHOLLS FERRY ROAD \$170,000
 - SIDEWALK PROJECT 3113 LAURELWOOD AVENUE \$172,500
 - FY 2019-20 PROPOSED BUDGET ENDING BALANCE
 - AMENDMENT PACKET NO. 2 - INCREASE REVENUE PROJECTIONS TO UPDATED REVENUES RECEIVED SO FAR YEAR-TO-DATE. \$3,727,564

- 991 CONTINGENCY - UNRESERVED
 - BUDGET AMENDMENT PKT 2 TRANSFERS 3 CENTS OF THE PROPERTY TAX OPERATING LEVY FROM THE GENERAL FUND (REPRESENTING \$304,044) TO THE LIBRARY FUND TO ASSIST THE LIBRARY'S REVENUE SOURCES TO MEET CONTINUING OPERATING COSTS.

- 996 RESERVE - EQUIPMENT REPLACEMT
 - RESERVE FOR VEHICLE REPLACEMENT \$105,408



BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0006 BEAVERTON CENTRAL PLANT

| OBJ | 2018 - ACTUAL | | 2019 - ACTUAL | | 2020 BUDGETED | | 2020 | 2021 - RECOMD | | 2021 ADOPTED | |
|---|--------------------------------|-----|---------------|-----|---------------|-----|-----------|---------------|-----|--------------|-----|
| | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | EST AMT | AMOUNT | FTE | AMOUNT | FTE |
| CLASS: 10 MATERIALS & SERVICES | | | | | | | | | | | |
| 351 | UTILITIES EXPENSE | | | | | | | | | | |
| | 180,277 | | 162,490 | | 170,000 | | 170,000 | 180,000 | | 180,000 | |
| 431 | PLANT MAINTENANCE | | | | | | | | | | |
| | 65,305 | | 102,956 | | 110,000 | | 110,000 | 120,000 | | 120,000 | |
| 511 | PROFESSIONAL SERVICES | | | | | | | | | | |
| | 198,947 | | 221,183 | | 263,000 | | 250,000 | 263,000 | | 263,000 | |
| 551 | RENTS AND LEASES | | | | | | | | | | |
| | 73,260 | | 73,260 | | 74,000 | | 73,260 | 74,000 | | 74,000 | |
| TOTAL CLASS: 10 MATERIALS & SERVICES | | | | | | | | | | | |
| | 517,789 | | 559,889 | | 617,000 | | 603,260 | 637,000 | | 637,000 | |
| CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | |
| 682 | CONSTRUCTION | | | | | | | | | | |
| | 53,450 | | 2,446 | | 504,000 | | 307,307 | 587,200 | | 587,200 | |
| 683 | CONST DESIGN & ENGR INSPECTION | | | | | | | | | | |
| | 1,500 | | 22,875 | | 177,550 | | 47,000 | 38,000 | | 38,000 | |
| TOTAL CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | |
| | 54,950 | | 25,321 | | 681,550 | | 354,307 | 625,200 | | 625,200 | |
| CLASS: 20 DEBT SERVICE | | | | | | | | | | | |
| 791 | PAYMENT OF CONSTRUCTION LOAN | | | | | | | | | | |
| | 106,692 | | 106,692 | | 301,692 | | 300,672 | | | | |
| TOTAL CLASS: 20 DEBT SERVICE | | | | | | | | | | | |
| | 106,692 | | 106,692 | | 301,692 | | 300,672 | | | | |
| TOTAL PROGRAM: 0006 BEAVERTON CENTRAL PLANT | | | | | | | | | | | |
| | 679,431 | | 691,902 | | 1,600,242 | | 1,258,239 | 1,262,200 | | 1,262,200 | |

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0006 BEAVERTON CENTRAL PLANT

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

- 351 UTILITIES EXPENSE
 CENTRAL PLANT PROJECTED UTILITIES COST: NW NATURAL & PGE \$180,000
- 431 PLANT MAINTENANCE
 STANDARD PLANT MAINTENANCE \$120,000
- 511 PROFESSIONAL SERVICES
 CENTRAL PLANT OPERATIONS AND MAINTENANCE, ABM OVERSIGHT \$96,000
 ABM OPERATIONAL LABOR \$76,000
 PLANT ANALYSIS PERFORMANCE REVIEW \$7,500
 SPECIALTY/TECH CONSULTANTS \$4,500
 OPERATIONS AND MAINTENANCE \$79,000
- 551 RENTS AND LEASES
 PLANT SPACE LEASE PAYMENT TO CITY AS BUILDING OWNER FOR 4,742 SF @ \$15.45 PER SF \$74,000

- 682 CONSTRUCTION
 CENTRAL PLANT EQUIPMENT & CONNECTIVITY UPGRADE FOR PRCA AND CENTRAL PLANT \$205,000
 CENTRAL PLANT SYSTEMS CONTROLS FOR PRCA, PARKING GARAGE & PUMP ROOM \$307,200
 PARKING GARAGE PUMP ROOM EQUIPMENT AND CRESCENT/PROMENDAE PUMP ROOM REWORK \$50,000
 EQUIPMENT & CONNECTIVITY UPGRADE FOR SKB PARKING GARAGE \$25,000
- 683 CONST DESIGN & ENGR INSPECTION
 CENTRAL PLANT PRCA CONNECTIVITY CONSTRUCTION DESIGN & ENGINEERING DOCUMENTS \$38,000

- 791 PAYMENT OF CONSTRUCTION LOAN
 STATE CONSTRUCTION LOAN PAYMENT FOR BEAVERTON CENTRAL PLANT. THE FIRST LOAN WAS PAID OFF IN MAY 2017 AND THE SECOND LOAN WAS PAID OFF EARLY IN DECEMBER 2019.
 NO APPROPRIATION REQUIRED FOR FY 2020-21

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0007 BEAVERTON BUILDING OPERATIONS

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

CLASS: 10 MATERIALS & SERVICES

| | | | | | | | | | | | |
|-----|--------------------------------|--|---------|--|---------|--|---------|---------|--|---------|--|
| 317 | COMPUTER EQUIPMENT | | | | | | | | | | |
| | 351 | | | | | | | | | | |
| 351 | UTILITIES EXPENSE | | | | | | | | | | |
| | 572,015 | | 504,219 | | 515,000 | | 515,000 | 529,000 | | 529,000 | |
| 381 | BUILDING EXPENSE | | | | | | | | | | |
| | 38,294 | | 42,199 | | 35,000 | | 35,000 | 40,000 | | 40,000 | |
| 384 | BUILDING MAINTENANCE PROJECTS | | | | | | | | | | |
| | 116,243 | | 95,800 | | 95,575 | | 95,575 | 97,000 | | 97,000 | |
| 385 | PARKING GARAGE EXPENSE | | | | | | | | | | |
| | 38,041 | | 46,065 | | 52,973 | | 44,674 | 136,796 | | 136,796 | |
| 388 | PROPERTY INSURANCE | | | | | | | | | | |
| | 15,000 | | 8,364 | | 15,000 | | 10,976 | 12,000 | | 12,000 | |
| 457 | BVTN BLDG FLOOD DAMAGE EXPENSE | | | | | | | | | | |
| 480 | PROPERTY TAX EXPENSE | | | | | | | | | | |
| | 22,075 | | 16,369 | | 23,000 | | 15,914 | 16,400 | | 16,400 | |
| 510 | 3RD FLOOR E-SUITES EXPENSE | | | | | | | | | | |
| | 226,208 | | 246,480 | | 256,000 | | 217,000 | 240,000 | | 240,000 | |
| 511 | PROFESSIONAL SERVICES | | | | | | | | | | |
| | 367,039 | | 394,680 | | 416,600 | | 427,181 | 396,796 | | 396,796 | |
| 536 | MAINTENANCE CONTRACTS | | | | | | | | | | |
| | 15,397 | | 11,327 | | 16,300 | | 16,300 | 29,500 | | 29,500 | |

TOTAL CLASS: 10 MATERIALS & SERVICES

| | | | | | | | | | | | |
|--|-----------|--|-----------|--|-----------|--|-----------|-----------|--|-----------|--|
| | 1,410,663 | | 1,365,503 | | 1,425,448 | | 1,377,620 | 1,497,492 | | 1,497,492 | |
|--|-----------|--|-----------|--|-----------|--|-----------|-----------|--|-----------|--|

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0007 BEAVERTON BUILDING OPERATIONS

| OBJ | OBJECT DESCRIPTION |
|-----|--|
| | JUSTIFICATIONS |
| 317 | COMPUTER EQUIPMENT NO APPROPRIATION REQUESTED |
| 351 | UTILITIES EXPENSE HEATING, COOLING AND OTHER UTILITIES TO USE THE BUILDING: CENTRAL PLANT HEATING AND COOLING SERVICES;\$382,500 ELECTRICTY \$89,000 CITY WATER SEWER AND STORM\$39,000 SOLID WASTE AND RECYCLING \$13,000 PHONE LINES \$5,500 |
| 381 | BUILDING EXPENSE PLUMBING AND ELECTRICAL SERVICES \$40,000 GENERAL BUILDING REPAIRS; PARTS (LAMPS, FILTERS, ETC.) JANITORIAL SUPPLIES ELECTRICAL AND PLUMBING SUPPLIES PAINT SUPPLIES LOCKS AND KEYS |
| 384 | BUILDING MAINTENANCE PROJECTS ART MAINTENANCE FUND \$5,000 CONFERENCE ROOM FURNITURE UPGRADE-TABLES/CHAIRS \$15,000 WATER INTRUSION DETECTION \$7,500 HUMAN RESOURCES DEPARTMENT REMODEL \$64,500 ROOF PATING \$5,000 |
| 385 | PARKING GARAGE EXPENSE PARKING GARAGE EXPENSES ANNUAL COMMON AREA MAINTENANCE CHARGES FOR PARKING GARAGE\$50,000 CITY'S PORTION OF VARIOUS PARKING GARAGE IMPROVEMENTS INCLUDING ACCESS CONTROL\$86,796 |
| 388 | PROPERTY INSURANCE GENERAL LIABILITY INSURANCE FOR BUILDING. \$12,000 |
| 457 | BVTN BLDG FLOOD DAMAGE EXPENSE |
| 480 | PROPERTY TAX EXPENSE TAXES ON COMMERCIAL PORTION OF CLASS A OFFICE SPACE THAT IS RENTED TO 3RD PARTIES \$16,400 |
| 510 | 3RD FLOOR E-SUITES EXPENSE OPERATING EXPENSES OF THE BEAVERTON E-SUITES -3RD FLOOR: E-SUITES MANAGEMENT AND OPERATIONS SERVICES E-SUITES OPERATING EXPENSES (TELEPHONE, INTERNET, COPIER, CREDIT CARD PROCESSING FEES, INTERIOR MAINTENANCE, PHONE SYSTEM UPGRADE) SEE RELATED REVENUE AT#001-03-0000-751 \$240,000 |
| 511 | PROFESSIONAL SERVICES BUILDING SECURITY \$83,300 JANITORIAL SERVICES \$236,167 CENTRAL DESK SERVICES \$60,329 THE ROUND MASTER ASSOICATIONS COMMON AREA MAINTENANCE\$14,400 HOLIDAY DECOR SERVICES \$2,600 |
| 536 | MAINTENANCE CONTRACTS PLANT CARE \$4,200 ELEVATOR CONTRACT, MAINT & PERMITS\$11,700 ALARM & SPRINKLER SYSTEMS MONITORING & TESTING \$7,800 PANIC BUTTON MONITORING \$1,000 WINDOW WASHING \$3,200 RESTROOM AIR FRESHENER SERVICE \$1,600 |

City of Beaverton - Finance
 Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0007 BEAVERTON BUILDING OPERATIONS

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

| | | | | | | | | | | | |
|------------------------------------|---------|--|--------|--|--------|--|-------|--|--|--|--|
| CLASS: 15 CAPITAL OUTLAY | | | | | | | | | | | |
| 605 BUILDINGS AND BUILDING IMPROVE | 514,446 | | 41,619 | | 38,380 | | 3,544 | | | | |

| | | | | | | | | | | | |
|--------------------------------|---------|--|--------|--|--------|--|-------|--|--|--|--|
| TOTAL CLASS: 15 CAPITAL OUTLAY | 514,446 | | 41,619 | | 38,380 | | 3,544 | | | | |
|--------------------------------|---------|--|--------|--|--------|--|-------|--|--|--|--|

| | | | | | | | | | | | |
|---|-----------|--|-----------|--|-----------|--|-----------|-----------|--|-----------|--|
| TOTAL PROGRAM: 0007 BEAVERTON BUILDING OPERATIONS | 1,925,109 | | 1,407,122 | | 1,463,828 | | 1,381,164 | 1,497,492 | | 1,497,492 | |
|---|-----------|--|-----------|--|-----------|--|-----------|-----------|--|-----------|--|

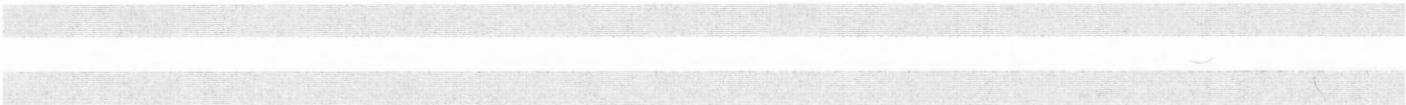
City of Beaverton - Finance
Budget Preparation - 2021

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
DEPT: 13 NON-DEPARTMENTAL
PROGRAM: 0007 BEAVERTON BUILDING OPERATIONS

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

605 BUILDINGS AND BUILDING IMPROVE
NO APPROPRIATION REQUESTED FOR FY 2019-20



BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND

DEPT: 13 NON-DEPARTMENTAL

PROGRAM: 0008 GRIFFITH BUILDING OPERATIONS

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

CLASS: 10 MATERIALS & SERVICES

| | | | | | | | | | | | |
|-----|-------------------|---------|---------|---------|---------|---------|--|---------|--|---------|--|
| 351 | UTILITIES EXPENSE | | | | | | | | | | |
| | | 149,398 | 146,545 | 144,200 | 140,000 | 148,526 | | 148,526 | | 148,526 | |

| | | | | | | | | | | | |
|-----|------------------|--------|--------|--------|--------|--------|--|--------|--|--------|--|
| 381 | BUILDING EXPENSE | | | | | | | | | | |
| | | 35,981 | 42,916 | 40,000 | 35,000 | 35,000 | | 35,000 | | 35,000 | |

| | | | | | | | | | | | |
|-----|-------------------------------|---------|--------|--------|--------|--------|--|--------|--|--------|--|
| 384 | BUILDING MAINTENANCE PROJECTS | | | | | | | | | | |
| | | 126,858 | 33,117 | 55,000 | 55,000 | 75,350 | | 75,350 | | 75,350 | |

| | | | | | | | | | | | |
|-----|-----------------------|---------|---------|---------|---------|---------|--|---------|--|---------|--|
| 511 | PROFESSIONAL SERVICES | | | | | | | | | | |
| | | 210,303 | 272,708 | 379,650 | 372,002 | 371,926 | | 371,926 | | 371,926 | |

| | | | | | | | | | | | |
|-----|-----------------------|--------|-------|-------|--------|--------|--|--------|--|--------|--|
| 536 | MAINTENANCE CONTRACTS | | | | | | | | | | |
| | | 11,237 | 8,012 | 8,200 | 12,200 | 12,200 | | 12,200 | | 12,200 | |

| | | | | | | | | | | | |
|-----|------------------|--|--|-------|--|--|--|--|--|--|--|
| 551 | RENTS AND LEASES | | | | | | | | | | |
| | | | | 8,400 | | | | | | | |

TOTAL CLASS: 10 MATERIALS & SERVICES

| | | | | | | | | | | | |
|--|--|---------|---------|---------|---------|---------|--|---------|--|---------|--|
| | | 533,777 | 503,298 | 635,450 | 614,202 | 643,002 | | 643,002 | | 643,002 | |
|--|--|---------|---------|---------|---------|---------|--|---------|--|---------|--|

TOTAL PROGRAM: 0008 GRIFFITH BUILDING OPERATIONS

| | | | | | | | | | | | |
|--|--|---------|---------|---------|---------|---------|--|---------|--|---------|--|
| | | 533,777 | 503,298 | 635,450 | 614,202 | 643,002 | | 643,002 | | 643,002 | |
|--|--|---------|---------|---------|---------|---------|--|---------|--|---------|--|

TOTAL DEPARTMENT: 13 NON-DEPARTMENTAL

| | | | | | | | | | | | |
|--|--|-----------|-----------|------------|-----------|------------|--|------------|--|--|--|
| | | 8,602,282 | 8,509,285 | 16,664,112 | 9,795,640 | 17,258,365 | | 16,786,239 | | | |
|--|--|-----------|-----------|------------|-----------|------------|--|------------|--|--|--|

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 13 NON-DEPARTMENTAL
 PROGRAM: 0008 GRIFFITH BUILDING OPERATIONS

| OBJ | OBJECT DESCRIPTION |
|-----|--------------------|
| | JUSTIFICATIONS |

- 351 UTILITIES EXPENSE
 - HEATING, COOLING AND OTHER UTILITIES TO USE THE BUILDING:
 - ELECTRICITY \$90,000
 - CITY WATER SEWER AND STORM\$20,200
 - NATURAL GAS \$22,000
 - SOLID WASTE AND RECYCLING \$12,000
 - THREE PERCENT INCREASE \$4,326

- 381 BUILDING EXPENSE
 - HARDWARE, LIGHTBULBS, PAPER PRODUCTS, REPAIRS AND MAINTENANCE \$35,000

- 384 BUILDING MAINTENANCE PROJECTS
 - REPAIR TWO HVAC UNITS THAT ARE FAILING\$13,000
 - ADA COMPLIANCE - REMODEL 1ST FLOOR SOUTH RESTROOMS \$15,000
 - ADA COMPLIANCE- TRANSACTION COUNTERS \$18,000
 - OUTSIDE GATE REPAIRS \$7,500
 - RELOCATIONS \$18,000
 - FALL PROTECTION RAILS \$3,850

- 511 PROFESSIONAL SERVICES
 - JANITORIAL SERVICES INCREASE DUE TO SQUARE FOOTAGE USAGE WITH MEETINGS\$232,026
 - BUILDING SCREENING SERVICES THROUGH DEPAUL SECURITY\$139,900

- 536 MAINTENANCE CONTRACTS
 - PEST CONTROL, ELEVATOR CONTRACT, FIRE SPRINKLER AND ALARM TESTING, GENERATOR MAINTENANCE, WINDOW WASHING \$12,200

- 551 RENTS AND LEASES
 - THE LEASE OF X-RAY MACHINE FOR GRIFFITH BUILDING FRONT DOOR SECURITY ACCESS IS INCLUDED IN THE MONTHLY BILLING FOR THE BUILDING SECURITY IN PROFESSIONAL SERVICES ACCOUNT511

