

PROGRAM SUMMARIES

Program Summaries

The City adopts and manages its operating expenditures by program. The City has four operating programs: Policy & Administration, Community Development, Community Services, and Public Works. Within each of these programs are one or more departments and budgets units, or divisions. A more detailed explanation of the City's program structure can be found in the Reader's Guide Section.

This year's budget reflects one change to the program structure from the previous fiscal year budget. The City has combined the previous Policy & Legislation and City Administration programs into a combined Policy & Administration program. The following charts give a summary of the expenditures for the programs, budget classifications, and staffing levels.

EXPENDITURE SUMMARY BY PROGRAM

Description	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Revised	FY 2008-09 Projected	FY 2009-10 Requested	FY 2009-10 Proposed	FY 2009-10 Approved	FY 2009-10 Adopted
Expenditure by Program								
Policy and Administration	\$4,458,629	\$4,930,808	\$7,101,877	\$5,586,122	\$5,795,052	\$7,322,497	\$7,422,497	\$7,422,497
Community Development	\$4,772,780	\$5,189,286	\$8,437,572	\$6,814,526	\$7,306,981	\$6,936,246	\$6,966,247	\$6,984,847
Community Services	\$11,918,361	\$13,759,028	\$19,123,074	\$17,699,483	\$19,593,406	\$20,068,571	\$20,068,571	\$20,068,571
Public Works	\$9,752,924	\$9,866,537	\$16,121,718	\$14,258,343	\$15,051,966	\$14,687,072	\$14,687,073	\$15,222,073
Total Expenditure by Program	\$30,902,694	\$33,745,659	\$50,784,240	\$44,358,474	\$47,747,404	\$49,014,386	\$49,144,387	\$49,697,987
Number of FTE by Program								
Policy and Administration	41.90	43.30	45.30	45.30	45.65	45.65	45.65	45.65
Community Development	53.50	54.50	54.50	53.50	43.50	41.90	41.90	41.90
Community Services	114.20	130.40	134.90	135.90	135.90	135.90	135.90	135.90
Public Works	62.10	61.10	61.10	61.10	61.30	61.30	61.30	61.30
Total FTE by Program	271.70	289.30	295.80	295.80	286.35	284.75	284.75	284.75
Expenditure per FTE								
Policy and Administration	\$106,411	\$113,875	\$156,774	\$123,314	\$126,945	\$160,405	\$162,596	\$162,596
Community Development	\$89,211	\$95,216	\$154,818	\$127,374	\$167,977	\$165,543	\$166,259	\$166,703
Community Services	\$104,364	\$105,514	\$141,757	\$130,239	\$144,175	\$147,672	\$147,672	\$147,672
Public Works	\$157,052	\$161,482	\$263,858	\$233,361	\$245,546	\$239,593	\$239,593	\$248,321
Total Expenditure by FTE	\$113,738	\$116,646	\$171,684	\$149,961	\$166,745	\$172,131	\$172,588	\$174,532

OPERATING BUDGET HISTORY

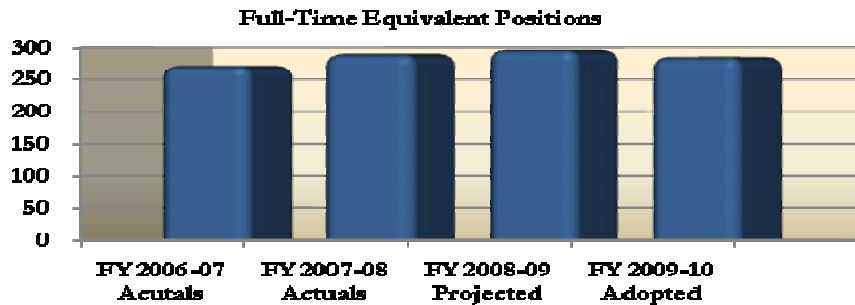
Description	FY 2006-07 Actual	FY 2007--08 Actual	FY 2008-09 Revised	FY 2009-10 Proposed	FY 2009-10 Approved	FY 2009-10 Adopted
Number of FTE	271.70	289.30	295.80	284.75	284.75	284.75
Personal Services						
Salaries - Management	\$ 5,887,951	\$ 6,833,388	\$ 7,447,870	\$ 7,934,241	\$ 7,934,241	\$ 7,934,241
Salaries - General	\$ 4,365,089	\$ 4,705,321	\$ 5,154,527	\$ 4,296,973	\$ 4,296,973	\$ 4,296,973
Salaries - Police	\$ 2,957,586	\$ 3,158,555	\$ 3,717,813	\$ 3,769,016	\$ 3,769,016	\$ 3,769,016
Salaries - Part Time	\$ 382,503	\$ 477,727	\$ 634,220	\$ 1,287,685	\$ 1,287,685	\$ 1,287,685
Salaries - Temporary	\$ 323,926	\$ 345,593	\$ 401,612	\$ 463,063	\$ 463,063	\$ 463,063
Overtime	\$ 428,531	\$ 573,297	\$ 605,646	\$ 601,384	\$ 601,384	\$ 601,384
Incentive Pay	\$ 100,127	\$ 98,654	\$ 100,620	\$ 264,558	\$ 264,558	\$ 264,558
Longevity	\$ 39,290	\$ 32,596	\$ 35,568	\$ -	\$ -	\$ -
Other Incentive	\$ 42,248	\$ 51,208	\$ 50,882	\$ 2,000	\$ 2,000	\$ 2,000
Unemployment	\$ 72,053	\$ 32,169	\$ 18,095	\$ 17,674	\$ 17,674	\$ 17,674
Worker's Comp	\$ 244,956	\$ 326,993	\$ 210,894	\$ 328,470	\$ 328,470	\$ 328,470
FICA/Medicare	\$ 1,108,440	\$ 1,238,170	\$ 1,363,640	\$ 1,345,647	\$ 1,345,647	\$ 1,345,647
Tri-Met Tax	\$ 94,368	\$ 107,032	\$ 121,548	\$ 116,898	\$ 116,898	\$ 116,898
VEBA	\$ 127,107	\$ 176,099	\$ 199,269	\$ 181,200	\$ 181,200	\$ 181,200
Life Insurance	\$ 22,847	\$ 23,656	\$ 46,783	\$ 78,326	\$ 78,326	\$ 78,326
Salary Continuation	\$ 32,811	\$ 36,819	\$ 54,247	\$ -	\$ -	\$ -
Medical/Insurance	\$ 1,970,444	\$ 2,351,152	\$ 2,809,582	\$ 3,459,976	\$ 3,459,976	\$ 3,459,976
Dental Insurance	\$ 245,846	\$ 284,467	\$ 310,099	\$ -	\$ -	\$ -
Retirement	\$ 1,737,305	\$ 1,923,723	\$ 2,312,045	\$ 2,256,099	\$ 2,256,099	\$ 2,256,099
Deferred Comp Contributions	\$ 164,283	\$ 194,527	\$ 221,108	\$ 235,884	\$ 235,884	\$ 235,884
Total Personal Services	\$20,347,712	\$ 22,971,147	\$25,816,068	\$26,639,094	\$26,639,094	\$26,639,094
Materials and Services						
Professional/Contractual Services	\$ 2,271,155	\$ 2,752,297	\$ 3,645,247	\$ 3,413,654	\$ 3,443,654	\$ 3,537,253
Legal Expenses	\$ -	\$ -	\$ 390,500	\$ 347,850	\$ 347,850	\$ 347,850
Repairs & Maint	\$ 17,279	\$ 13,649	\$ 141,254	\$ 162,279	\$ 162,279	\$ 162,279
Repairs & Maint - Facilities	\$ 381,746	\$ 445,268	\$ 325,070	\$ 345,181	\$ 345,181	\$ 345,181
Repairs & Maint - Valves	\$ 12,644	\$ 10,845	\$ 12,000	\$ 15,000	\$ 15,000	\$ 15,000
Repairs & Maint - Reservoir	\$ 8,792	\$ 4,218	\$ 9,000	\$ 6,000	\$ 6,000	\$ 6,000
Repairs & Maint - Grounds	\$ 3,644	\$ 6,877	\$ 118,350	\$ 120,200	\$ 120,200	\$ 120,200
Repairs & Maint - Pump Station	\$ (3,449)	\$ 2,538	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Repairs & Maint - SCADA	\$ 8,471	\$ 1,625	\$ 6,000	\$ 7,000	\$ 7,000	\$ 7,000
Repairs & Maint - Wells	\$ 7,346	\$ 26,316	\$ 17,450	\$ 10,000	\$ 10,000	\$ 10,000
Repairs & Maint - Meters	\$ 15,706	\$ 10,016	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Repairs & Maint - Service Lines	\$ 13,772	\$ 8,082	\$ 7,700	\$ 7,700	\$ 7,700	\$ 7,700
Repairs & Maint - Regulators	\$ 10,763	\$ 8,546	\$ 8,100	\$ -	\$ -	\$ -
Repairs & Maint - Fire Hydrant	\$ 14,908	\$ 26,457	\$ 12,000	\$ 32,000	\$ 32,000	\$ 32,000
Repairs & Maint - Marine Board	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ 9,000
Repairs & Maint - Vehides	\$ 298,726	\$ 377,139	\$ 282,300	\$ 315,485	\$ 315,485	\$ 315,485
Repairs & Maint - Water Lines	\$ 52,139	\$ 89,500	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000
Small Tools & Equipment	\$ 254,987	\$ 246,413	\$ 297,763	\$ 236,299	\$ 236,299	\$ 236,299
Office Supplies & Expense	\$ 445,664	\$ 475,060	\$ 497,920	\$ 490,984	\$ 490,984	\$ 490,984
Special Department Expenses	\$ 321,228	\$ 267,971	\$ 531,535	\$ 477,786	\$ 477,786	\$ 477,786
Advertising & Publicity	\$ 97,993	\$ 95,676	\$ 144,801	\$ 165,167	\$ 165,167	\$ 165,167

OPERATING BUDGET HISTORY

Description	FY 2006-07 Actual	FY 2007--08 Actual	FY 2008-09 Revised	FY 2009-10 Proposed	FY 2009-10 Approved	FY 2009-10 Adopted
Dues & Subscriptions	\$ 115,458	\$ 131,555	\$ 155,209	\$ 152,638	\$ 152,638	\$ 152,638
Fees and Charges	\$ 59,373	\$ 33,551	\$ 54,883	\$ 61,470	\$ 61,470	\$ 61,470
Travel and Training	\$ 172,942	\$ 229,659	\$ 376,847	\$ 361,043	\$ 361,043	\$ 361,043
Fuel	\$ 207,679	\$ 266,805	\$ 277,613	\$ 276,900	\$ 276,900	\$ 276,900
Rents and Leases	\$ 51,511	\$ 37,067	\$ 77,967	\$ 85,196	\$ 85,196	\$ 85,196
Utilities - Water/Sewer/Storm	\$ 92,939	\$ 92,152	\$ 106,000	\$ 127,480	\$ 127,480	\$ 127,480
Utilities - Electricity	\$ 775,030	\$ 858,716	\$ 906,413	\$ 972,825	\$ 972,825	\$ 972,825
Utilities - Natural Gas	\$ 73,894	\$ 86,312	\$ 99,039	\$ 109,039	\$ 109,039	\$ 109,039
Utilities - Telecommunications	\$ 166,012	\$ 131,421	\$ 147,894	\$ 194,134	\$ 194,134	\$ 194,134
Insurance	\$ 364,923	\$ 381,397	\$ -	\$ 371,610	\$ 371,610	\$ 371,610
Insurance - Auto	\$ -	\$ -	\$ 96,056	\$ -	\$ -	\$ -
Insurance - Liability	\$ -	\$ -	\$ 217,544	\$ -	\$ -	\$ -
Insurance - Flood	\$ -	\$ -	\$ 8,320	\$ -	\$ -	\$ -
Insurance - Property	\$ -	\$ -	\$ 118,100	\$ -	\$ -	\$ -
Bad Debt Expense	\$ -	\$ 2,079	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200
Computer Hardware and Software	\$ 289,730	\$ 294,487	\$ 859,534	\$ 924,752	\$ 924,752	\$ 924,752
Water Purchases	\$ 2,450,295	\$ 2,018,733	\$ 3,507,410	\$ 3,060,000	\$ 3,060,000	\$ 3,060,000
Water Sampling	\$ 50,983	\$ 40,849	\$ 71,600	\$ 39,245	\$ 39,245	\$ 39,246
Books & Circulation Materials	\$ 375,674	\$ 454,703	\$ 514,040	\$ 575,725	\$ 575,725	\$ 575,725
Ammunition & Range Supplies	\$ -	\$ -	\$ -	\$ 68,650	\$ 68,650	\$ 68,650
Property Damage	\$ 7,490	\$ 2,147	\$ 7,750	\$ 8,250	\$ 8,250	\$ 8,250
Total Materials & Services	\$ 9,487,447	\$ 9,930,126	\$ 14,127,409	\$ 13,678,743	\$ 13,708,743	\$ 13,802,343
Indirect Charges						
Indirect Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Management	\$ -	\$ -	\$ 614,308	\$ 834,580	\$ 834,580	\$ 834,580
Finance	\$ -	\$ -	\$ 740,602	\$ 940,174	\$ 940,175	\$ 940,175
Information Technology	\$ -	\$ -	\$ 1,443,373	\$ 1,574,644	\$ 1,574,644	\$ 1,574,644
Human Resources	\$ -	\$ -	\$ 781,022	\$ 744,877	\$ 744,877	\$ 744,877
Risk Management	\$ -	\$ -	\$ 252,299	\$ 664,405	\$ 664,405	\$ 664,405
Office Services	\$ -	\$ -	\$ 522,694	\$ 589,295	\$ 589,295	\$ 589,295
Property Management	\$ -	\$ -	\$ 1,259,504	\$ 1,398,927	\$ 1,398,927	\$ 1,398,927
Fleet Management	\$ -	\$ -	\$ 194,067	\$ 259,406	\$ 259,406	\$ 259,406
CD Administration	\$ -	\$ -	\$ 69,554	\$ -	\$ -	\$ -
Utility Billing	\$ -	\$ -	\$ 506,991	\$ -	\$ -	\$ -
City Recorder/Records	\$ -	\$ -	\$ 552,820	\$ 603,956	\$ 603,956	\$ 603,956
Public Works Administration	\$ -	\$ -	\$ 832,119	\$ -	\$ -	\$ -
Total Indirect Charges	\$ -	\$ -	\$ 7,769,354	\$ 7,610,263	\$ 7,610,265	\$ 7,610,265
Capital Outlay						
Capital Improvement Program	\$ 82,045	\$ 43,783	\$ -	\$ -	\$ -	\$ -
Capital Outlay - Bldgs & Improve	\$ -	\$ -	\$ 76,400	\$ 97,900	\$ 97,900	\$ 97,900
Capital Outlay - Vehides	\$ 821,594	\$ 707,170	\$ 721,520	\$ 373,665	\$ 373,665	\$ 833,665
Capital Outlay - Equipment	\$ 100,794	\$ 138,761	\$ 306,478	\$ 198,371	\$ 198,371	\$ 198,371
Capital Outlay - Technology	\$ 9,511	\$ -	\$ 1,967,011	\$ 416,350	\$ 516,350	\$ 516,350
Total Capital Outlay	\$ 1,013,943	\$ 889,714	\$ 3,071,409	\$ 1,086,286	\$ 1,186,286	\$ 1,646,286
Total Operating Budget	\$ 30,849,103	\$ 33,790,986	\$ 50,784,240	\$ 49,014,386	\$ 49,144,387	\$ 49,697,987

STAFFING LEVELS

Between FY 2008-09 and FY 2009-10, City staff levels decreased just over 3.8%, or a net decrease of 11.30 FTE. A summary of the changes by department is below.



Community Development

The Community Development Department is showing a decrease of 11.60 FTE in FY 2008-09 from last year. This decrease is in the Building Division and is the result of the dramatic construction/housing market slowdown. In the late fall of 2008, the City laid off 7 FTE in the Building Division. All remaining employees in the division, 8 positions, had the work week reduced to 32 hours (0.80 FTE) in order to further stabilize the Building Fund during this national economic slowdown. Additionally, 3 positions were eliminated due to attrition.

Public Works

The Public Works Department has an FTE increase of 0.20 in FY 2009-10 to bring the department's total to 61.30. This slight change is due to the City's room reservation program being transferred from the City Administration program to the Public Works program. This addition FTE is required to provide the same high level of service to the citizens reserving meeting space with the City.

City Administration

City Administration sees a net increase of 0.10 FTE in FY 2008-09. This increase, in the City's Office Services Division, is created by addition of a half-time (0.50 FTE) Graphic Designer and reducing both the Administrative Specialist I and Administrative Specialist II positions to 0.80 FTE. The addition of the Graphic Designer position serves to meet the needs the City has for high quality graphic design on publication materials. The reductions are the result, in large part, to the transfer of the City's room reservation program to the Public Works Department.

