

EXPENDITURE SUMMARY BY PROGRAM

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.

The following charts give a summary of the expenditures for the programs, budget classifications, and staffing levels.

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Revised	FY 2017 Proposed	FY 2017 Approved	FY 2017 Adopted
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Expenditure by Program

Policy and Administration	\$7,071,531	\$7,321,666	\$10,601,001	\$10,840,589	\$10,970,589	\$11,011,757
Community Development	4,219,481	4,640,737	6,063,276	6,060,827	6,100,827	6,209,827
Community Services	19,420,335	20,325,635	22,370,288	22,839,234	23,224,371	23,354,371
Public Works	18,823,213	19,574,814	20,868,553	20,239,425	20,324,425	20,424,425
Total Expenditures by Program	\$49,534,561	\$51,862,853	\$59,903,118	\$59,980,075	\$60,620,212	\$61,000,380

Number of FTE by Program

Policy and Administration	43.95	45.85	53.35	54.35	54.35	54.35
Community Development	25.60	25.80	28.50	30.00	30.00	30.00
Community Services	119.30	117.30	122.80	122.80	125.80	126.80
Public Works	68.00	73.00	69.00	70.00	70.00	70.50
Number of FTE by Program	256.85	261.95	273.65	277.15	280.15	281.65

Expenditure per FTE

Policy and Administration	\$160,899	\$159,687	\$198,707	\$199,459	\$201,851	\$202,608
Community Development	164,823	179,874	212,747	202,028	203,361	206,994
Community Services	162,786	173,279	182,168	185,987	184,613	184,183
Public Works	276,812	268,148	302,443	289,135	290,349	289,708
Total Expenditure per FTE	\$225,958	\$228,890	\$218,904	\$216,417	\$216,385	\$216,582

OPERATING BUDGET HISTORY-SUMMARY

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Revised	Proposed 2017	Approved 2017	Adopted 2017
Number of FTE	256.85		273.65	277.15	280.15	281.65
Budget by Category						
Personal Services	\$27,407,951	\$28,324,337	\$31,753,176	\$32,328,995	\$32,656,860	\$32,852,075
Materials & Supplies	12,970,483	13,807,355	17,264,775	15,404,470	15,716,742	15,901,695
Interdepartmental Services	8,142,927	8,821,375	10,023,108	10,472,020	10,472,020	10,472,020
Capital Outlay	1,013,200	909,786	862,059	1,774,590	1,774,590	1,774,590
Total by Category	\$49,534,561	\$51,862,853	\$59,903,118	\$59,980,075	\$60,620,212	\$61,000,380
Budget by Program						
Policy and Administration	\$7,071,531	\$7,321,666	\$10,601,001	\$10,840,589	\$10,970,589	\$11,011,757
Community Development	4,219,481	4,640,737	6,063,276	6,060,827	6,100,827	6,209,827
Community Services	19,420,335	20,325,635	22,370,288	22,839,234	23,224,371	23,354,371
Public Works	18,823,213	19,574,814	20,868,553	20,239,425	20,324,425	20,424,425
Total by Program	\$49,534,561	\$51,862,853	\$59,903,118	\$59,980,075	\$60,620,212	\$61,000,380
Budget by Department						
Mayor and Council	\$240,747	\$271,510	\$322,824	\$310,749	\$310,749	\$310,749
City Management	2,003,237	2,019,260	2,462,486	2,337,165	2,337,165	2,378,333
Finance & Information Services	3,430,238	3,708,382	4,387,873	4,631,245	4,631,245	4,631,245
Community Development	4,219,481	4,640,737	6,063,276	6,060,827	6,100,827	6,209,827
Police	14,048,009	14,509,452	15,984,500	16,427,381	16,812,518	16,942,518
Library	5,016,003	5,437,422	5,976,131	5,971,146	5,971,146	5,971,146
Social Service / Community Events	356,323	378,761	409,657	440,707	440,707	440,707
Public Works	18,823,213	19,574,814	20,868,553	20,239,425	20,324,425	20,424,425
Central Services	1,397,310	1,322,514	3,427,818	3,561,430	3,691,430	3,691,430
Total by Department	\$49,534,561	\$51,862,853	\$59,903,118	\$59,980,075	\$60,620,212	\$61,000,380

OPERATING BUDGET HISTORY

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Revised	Proposed 2017	Approved 2017	Adopted 2017
Number of FTE	256.85		273.65	277.15	280.15	281.65
51001 - Salaries - Management	\$8,295,909	\$8,492,229	\$9,405,134	\$9,499,682	\$9,499,682	\$9,499,682
51002 - Salaries - General	3,812,882	4,261,370	4,765,189	5,132,393	5,132,393	5,098,499
51003 - Salaries - Police	4,080,173	4,049,934	4,385,024	4,236,764	4,418,579	4,479,184
51004 - Part Time - Regular	1,278,769	1,217,589	1,421,376	924,860	924,860	995,410
51005 - Part Time - Temporary	345,513	361,475	564,641	592,022	592,022	605,188
51006 - Overtime	503,630	654,004	612,439	797,164	810,964	815,564
51007 - Incentive Pay	439,506	426,753	495,286	465,215	474,760	477,942
52001 - Unemployment	261,226	220,351	108,907	21,914	22,097	22,328
52002 - Worker's Compensation	281,452	359,187	360,863	408,650	414,752	417,060
52003 - Social Security/Medicare	1,413,074	1,443,074	1,655,187	1,652,324	1,666,232	1,674,092
52004 - Tri-Met Tax	135,066	139,758	156,204	156,234	157,554	158,299
52005 - Retirement	2,589,844	2,667,439	3,039,693	3,166,709	3,195,781	3,207,132
52006 - Retirement - 3% ER Match	0	0	0	0	0	710
52007 - VEBA - ER	210,549	211,711	226,613	237,315	240,015	242,452
52008 - Life Ins/ADD/LTD	20,715	20,617	86,447	87,894	88,314	89,560
52009 - Long Term Disability	43,427	43,249	0	0	0	0
52010 - Medical/Dental/Vision	3,310,134	3,359,623	4,262,017	4,690,423	4,759,423	4,809,541
52011 - Dental Benefits	391,865	390,499	0	40,405	40,405	40,405
52012 - Accrued Vacation	-5,782	5,473	208,156	219,026	219,026	219,026
Total Personal Services	\$27,407,951	\$28,324,337	\$31,753,176	\$32,328,995	\$32,656,860	\$32,852,075
53001 - Office Supplies	246,977	171,827	300,055	302,633	302,633	302,633
53002 - Small Tools & Equipment	158,557	381,516	359,203	418,733	443,483	451,733
53003 - Fuel	281,498	226,502	363,641	354,021	360,921	363,221
53004 - Books & Circulation Materials	489,910	501,680	518,000	538,000	538,000	538,000
53005 - Ammunition and Range Supplies	16,035	60,540	56,553	42,723	42,723	42,723
53006 - Technology Equipment under \$5,000	150,333	168,548	198,971	218,139	232,511	237,301
53007 - Grant Expenditures	6,960	8,170	8,392	7,987	7,987	7,987
53008 - Library Contribution Materials	18,850	12,710	5,100	0	0	0
53316 - CCIS-Worksite Wellness Funds	0	0	0	4,000	4,000	4,000
53530 - Water Costs: L.O. & Ptld	3,199,292	2,644,691	3,890,245	2,000,000	2,000,000	2,000,000
54001 - Professional/Contractual Services	3,141,697	3,511,785	4,243,706	3,901,640	4,156,640	4,309,094
54002 - Water Costs: Sampling	25,111	32,917	40,000	45,000	45,000	45,000
54003 - Legal Fees	290,579	282,226	399,099	369,049	369,049	369,049
54004 - Printing Services	1,060	150	3,750	5,275	5,275	5,275
54006 - Software License and Maintenance	451,272	457,498	576,302	620,065	620,065	620,065
54007 - Parks and Recreation	6,400	54,075	76,612	76,612	76,612	76,612
54101 - R & M - Facilities	256,967	278,912	328,092	316,192	316,192	316,192
54102 - R & M - Water Lines	37,234	55,319	32,000	32,000	32,000	32,000
54103 - R & M - Control Valves	20,990	28,811	28,000	28,000	28,000	28,000
54104 - R & M - Reservoir	2,247	4,993	6,000	6,000	6,000	6,000
54105 - R & M - Grounds	81,483	63,640	107,520	115,020	115,020	115,020
54106 - R & M - Pump Station	8	3,537	8,500	8,500	8,500	8,500

OPERATING BUDGET HISTORY

Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Revised	Proposed 2017	Approved 2017	Adopted 2017
54107 - R & M - SCADA	680	1,260	8,000	8,000	8,000	8,000
54108 - R & M - Wells	12,593	11,926	11,500	11,500	11,500	11,500
54109 - R & M - Meters	25,474	17,609	25,000	25,000	25,000	25,000
54110 - R & M - Service Lines	10,477	26,561	15,000	15,000	15,000	15,000
54112 - R & M - Fire Hydrant	245	7,782	20,000	20,000	20,000	20,000
54113 - R & M - Vehicles	298,693	353,839	377,445	360,770	360,770	360,770
54114 - R & M - Office Equipment	42,261	55,121	69,415	67,565	67,565	67,565
54115 - Vehicle Usage	0	345	25	25	25	25
54201 - Utilities - Electric	884,080	908,837	1,148,738	1,141,253	1,141,253	1,141,253
54202 - Utilities-Water/Sewer/SWM	197,895	251,491	401,187	396,037	396,037	396,037
54203 - Utilities - Natural Gas	67,886	62,749	73,410	78,000	78,000	78,000
54204 - Utilities - Garbage	0	0	250	1,000	1,000	1,000
54205 - Utilities - Phone/Pager/Cells	185,841	237,200	250,468	262,928	262,928	262,928
54300 - Advertising & Publicity	73,674	72,848	76,705	81,125	81,125	81,125
54301 - Fees and Charges	37,485	40,246	98,936	101,154	101,154	101,154
54302 - Dues & Subscriptions	118,681	116,925	172,298	177,704	177,704	177,704
54303 - Travel and Training	173,452	192,594	337,035	380,638	383,938	385,038
54304 - Election Expenses	43,247	0	0	0	0	0
54305 - Conservation Expenses	28,516	16,571	18,700	18,700	18,700	18,700
54306 - Credit Card Fees	0	251,767	345,300	273,500	273,500	273,500
54307 - Insurance	288,556	391,144	440,592	503,820	503,820	503,820
54308 - Property Damage	0	0	11,250	24,750	24,750	24,750
54309 - Rents and Leases	56,082	101,468	166,843	179,591	179,591	179,591
54310 - Bad Debt Expense	2,585	1,364	11,492	11,492	11,492	11,492
54311 - Special Department Expenses	1,252,989	1,444,549	1,311,395	1,487,206	1,495,156	1,511,215
54312 - Bank Fees	4,094	3,816	3,450	50,400	50,400	50,400
54402 - Contributions to Community Org	274,336	289,297	320,600	317,724	317,724	317,724
54900 - Drug Enforcement Expenses	7,200	0	0	0	0	0
Total Materials & Supplies	\$12,970,483	\$13,807,355	\$17,264,775	\$15,404,470	\$15,716,742	\$15,901,695
56001 - Land	0	0	15,000	15,000	15,000	15,000
56002 - Buildings & Improvements	25,540	90,150	127,187	127,000	127,000	127,000
56003 - Vehicles	348,348	277,832	322,900	632,500	632,500	632,500
56004 - Computer Hardware and Software	525,455	223,306	281,892	463,585	463,585	463,585
56006 - Equipment	33,831	317,219	49,000	479,225	479,225	479,225
56007 - GIS Hardware and Software	80,025	1,279	66,080	57,280	57,280	57,280
Total Capital Outlay	\$1,013,200	\$909,786	\$862,059	\$1,774,590	\$1,774,590	\$1,774,590
58000 - Interdepartmental Costs	1,064,602	1,043,258	1,253,603	1,217,829	1,217,829	1,217,829
58100 - Indirect Charges- City Management	729,520	700,220	977,732	1,138,987	1,138,987	1,138,987
58110 - Indirect Charges- Human Resources	763,611	762,851	804,442	708,146	708,146	708,146
58120 - Indirect Charges- Risk Management	536,971	663,093	706,755	713,481	713,481	713,481
58130 - Indirect Charges- Office Services	399,055	379,783	456,549	560,034	560,034	560,034
58150 - Indirect Charges- Records	275,499	351,113	344,926	361,537	361,537	361,537

OPERATING BUDGET HISTORY

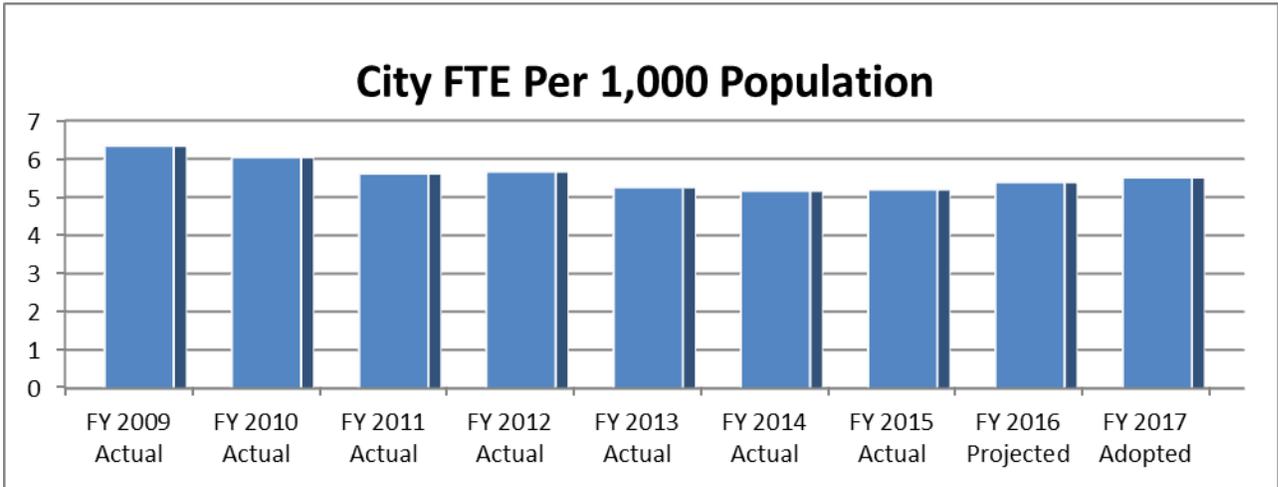
Description	FY 2014 Actual	FY 2015 Actual	FY 2016 Revised	Proposed 2017	Approved 2017	Adopted 2017
58200 - Indirect Charges- Finance Administra	34,038	27,445	40,778	61,855	61,855	61,855
58210 - Indirect Charges- Financial Operation	615,824	657,304	682,241	632,660	632,660	632,660
58220 - Indirect Charges- Utility Billing	926,113	1,009,384	1,195,470	1,282,930	1,282,930	1,282,930
58230 - Indirect Charges- Technology	1,152,718	1,534,845	1,619,249	1,709,924	1,709,924	1,709,924
58250 - Indirect Charges- Contracts and Purc	160,360	131,491	158,339	156,849	156,849	156,849
58630 - Indirect Charges- Fleet Maintenance	236,075	219,106	213,404	341,228	341,228	341,228
58640 - Indirect Charges- Property Manageme	1,248,541	1,341,481	1,569,620	1,586,560	1,586,560	1,586,560
Total Interdepartmental Services	\$8,142,927	\$8,821,375	\$10,023,108	\$10,472,020	\$10,472,020	\$10,472,020
Total Operating Budget	\$49,534,561	\$51,862,853	\$59,903,118	\$59,980,075	\$60,620,212	\$61,000,380



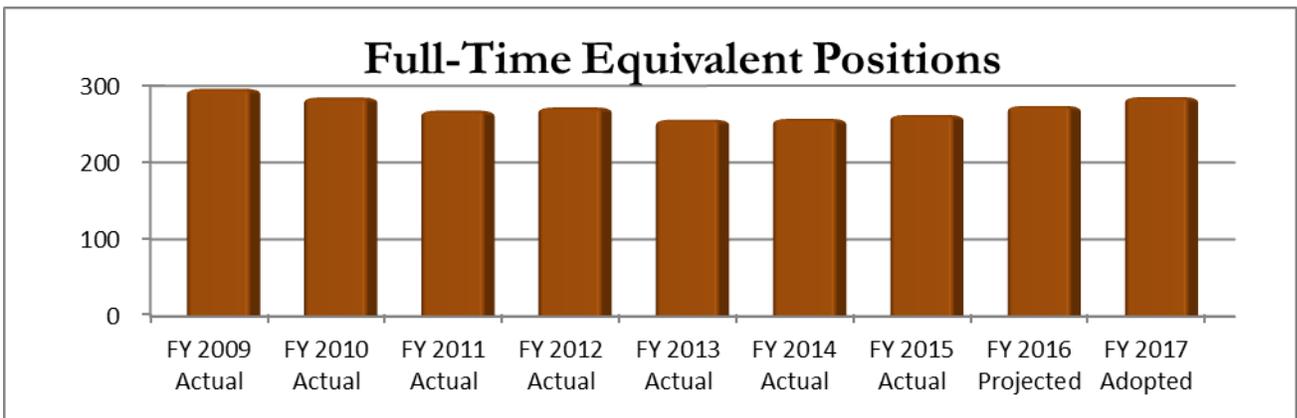
City staff gather for several events throughout the year-the Wellness Fair and the Opening Day staff-sponsored picnic are a couple of examples.

STAFFING LEVELS

The City of Tigard made reductions to its budget in 2010 and 2012 that reduced the level of core services that were available to the public. Since FY 2009, Tigard's population has grown from 46,715 to 50,787, representing a growth of 9 percent. Over the same period of time, Tigard's work force has decreased from 296.05 FTE to 281.65 FTE in the Adopted Budget, representing a decrease of 5 percent.



The Adopted Budget for FY 2017 reflects an increase in staffing from the FY 2016 Revised Budget of 273.65 FTE to 281.65 FTE. This increase of 8 FTE equates to a 3% increase in staffing. This FTE count includes those changes that were made during FY 2015-16.



City Management & Central Services

City Management and Central Services budgets reflect a reorganization of the departments. There is no increase in the FTE in the FY 2016-17 Adopted Budget for the two departments combined, but a shift of portions of positions totaling 1.7 FTE from City Management to Central Services. One change to note is that in FY 2016, the FTE count for Municipal Court was increased by .10 with the reclassification of a Court Clerk position that was budgeted at a .90 FTE to an Operations Supervisor budgeted at 1.0 FTE. Although the departments are reorganized, there is no change in FTE in the FY 2017 Adopted Budget.

STAFFING LEVELS

Community Development

Due to the increased permit activity resulting from the development of River Terrace, total FTE for Building will increase by 2.50 in FY 2017 compared to the previous fiscal year. The Building Inspector I/Code Compliance position at 1.0 FTE has been added along with the addition of a Plans Examiner/Inspector 1 position at 1.0 FTE. Also, the limited duration .50 FTE Permit Technician Assistant position will become permanent with an increase of .50 FTE making it a 1.0 full-time position.

Police

During FY 2016, the city signed an intergovernmental agreement with TriMet for a 1.0 FTE Transit Officer. Police FTE increased by 4.0 with the addition of 4 sworn officers in the Police Operations division. This action increased overall FTE in the Police to 88.50 in FY 2017.

Public Works

The Engineering Division increased by 2.0 FTE in FY 2016 by adding a 1.0 FTE Engineering Technician II and a 1.0 FTE Management Analyst. This brought the division total to 16.00 and remains the same in FY 2017. In addition, because of a change in the city's process for calculating position FTE's, a Utility Worker II position at 1.0 FTE in the Street Maintenance division was inadvertently omitted. This issue was corrected in FY 2016. The Parks and Recreation division FTE will increase by .50 with the addition of an Administrative Specialist II position to assist with the expansion of the recreation program. Therefore, the overall FTE total for Public Works is 70.50 in FY 2017.

Finance & Information Services

During FY 2016, the Accounting position was increased from .80 to 1.00. The full-time equivalent for Information Technology increased by 1.0 FTE due to the addition of a Microcomputer Support Technician to assist with citywide helpdesk tickets.

Library

With the passage of the Washington County Cooperative Library Services levy in November 2015, Library FTE increased by 3.50 in FY 2016. Although there are shifting of portions of positions within Circulation, Reader Services, and Administration, there is no increase in total FTE in FY 2017.



Public Works Department hosts their annual employee picnic at one of the city's parks.