

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 2012 Actual	FY 2013 Actual	FY 2014 Revised	FY 2015 Proposed	FY 2015 Approved	FY 2015 Adopted
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Expenditure by Program

Policy and Administration	\$6,863,633	\$6,525,306	\$7,426,361	\$7,932,836	\$7,961,974	\$7,961,974
Community Development	3,902,223	3,937,089	4,540,527	4,655,613	4,655,613	4,655,613
Community Services	19,638,468	18,636,381	20,186,393	21,066,260	21,066,260	21,066,260
Public Works	15,420,550	17,641,956	21,103,397	21,582,526	21,602,526	21,624,526
Total Expenditures by Program	\$45,824,874	\$46,740,733	\$53,256,678	\$55,237,235	\$55,286,373	\$55,308,373

Number of FTE by Program

Policy and Administration	44.95	43.95	43.95	45.85	45.85	45.85
Community Development	27.50	24.60	25.60	24.80	24.80	24.80
Community Services	129.90	119.30	119.30	118.30	118.30	118.30
Public Works	69.40	68.00	68.00	73.00	73.00	73.00
Number of FTE by Program	271.75	255.85	256.85	261.95	261.95	261.95

Expenditure per FTE

Policy and Administration	\$152,695	\$148,471	\$168,973	\$173,017	\$173,653	\$173,653
Community Development	141,899	160,044	177,364	187,726	187,726	187,726
Community Services	151,181	156,214	169,207	178,075	178,075	178,075
Public Works	222,198	259,441	310,344	295,651	295,925	296,226
Total Expenditure per FTE	\$168,629	\$209,859	\$207,345	\$210,869	\$211,057	\$211,141

OPERATING BUDGET HISTORY-SUMMARY

Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Revised	Proposed 2015	Approved 2015	Adopted 2015
Number of FTE	271.75	255.85	256.85	261.95	261.95	261.95
Budget by Category						
Personal Services	\$26,966,755	\$26,290,562	\$27,979,953	\$28,989,944	\$29,019,082	\$29,041,082
Materials & Supplies	11,538,886	12,278,889	15,656,363	16,056,689	16,076,689	16,076,689
Interdepartmental Services	6,164,462	7,724,355	8,481,099	9,159,080	9,159,080	9,159,080
Capital Outlay	1,154,771	446,926	1,139,263	1,031,522	1,031,522	1,031,522
Total by Category	\$45,824,874	\$46,740,733	\$53,256,678	\$55,237,235	\$55,286,373	\$55,308,373
Budget by Program						
Policy and Administration	\$6,863,633	\$6,525,306	\$7,426,361	\$7,932,836	\$7,961,974	\$7,961,974
Community Development	3,902,223	3,937,089	4,540,527	4,655,613	4,655,613	4,655,613
Community Services	19,638,468	18,636,381	20,186,393	21,066,260	21,066,260	21,066,260
Public Works	15,420,550	17,641,956	21,103,397	21,582,526	21,602,526	21,624,526
Total by Program	\$45,824,874	\$46,740,733	\$53,256,678	\$55,237,235	\$55,286,373	\$55,308,373
Budget by Department						
Mayor and Council	\$276,225	\$235,068	\$265,654	\$264,927	\$294,065	\$294,065
City Management	1,887,536	1,853,011	2,100,541	2,248,133	2,248,133	2,248,133
Finance & Information Services	3,287,582	3,124,556	3,578,481	3,908,551	3,908,551	3,908,551
Community Development	3,902,223	3,937,089	4,540,527	4,655,613	4,655,613	4,655,613
Police	13,902,582	13,429,023	14,606,599	14,958,140	14,958,140	14,958,140
Library	5,535,236	4,882,475	5,221,593	5,733,200	5,733,200	5,733,200
Social Service / Community Events	200,650	324,883	358,201	374,920	374,920	374,920
Public Works	15,420,550	17,641,956	21,103,397	21,582,526	21,602,526	21,624,526
Administrative Services	1,412,290	1,312,671	1,481,685	1,511,225	1,511,225	1,511,225
Total by Department	\$45,824,874	\$46,740,733	\$53,256,678	\$55,237,235	\$55,286,373	\$55,308,373

OPERATING BUDGET HISTORY

Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Revised	Proposed 2015	Approved 2015	Adopted 2015
Number of FTE	271.75	255.85	256.85	261.95	261.95	261.95
51001 - Salaries - Management	\$8,259,395	\$7,872,791	\$8,101,192	\$8,763,491	\$8,764,656	\$8,764,656
51002 - Salaries - General	3,956,609	3,706,750	3,865,911	4,015,960	4,015,960	4,034,360
51003 - Salaries - Police	3,811,554	3,894,165	3,989,824	4,017,378	4,017,378	4,017,378
51004 - Part Time - Regular	1,018,610	1,188,217	1,448,805	1,524,558	1,524,558	1,524,558
51005 - Part Time - Temporary	441,712	312,066	385,995	302,681	302,681	302,681
51006 - Overtime	440,375	428,105	528,501	557,645	557,645	557,645
51007 - Incentive Pay	380,415	411,154	443,108	452,491	452,491	452,491
52001 - Unemployment	128,186	254,768	261,812	235,966	235,981	236,202
52002 - Worker's Compensation	250,564	258,720	290,222	342,212	342,214	342,214
52003 - Social Security/Medicare	1,402,328	1,351,546	1,432,580	1,504,530	1,504,618	1,506,024
52004 - Tri-Met Tax	127,908	126,452	131,611	142,173	142,181	142,314
52005 - Retirement	2,520,697	2,454,495	2,696,158	2,771,013	2,771,013	2,772,853
52007 - VEBA - ER	225,682	208,505	218,880	216,330	216,330	216,330
52008 - Life Ins/ADD/LTD	22,455	20,289	84,850	88,491	88,491	88,491
52009 - Long Term Disability	39,022	42,744	0	0	0	0
52010 - Medical/Dental/Vision	3,542,147	3,338,358	4,054,017	3,900,425	3,928,285	3,928,285
52011 - Dental Benefits	411,733	394,710	0	0	0	0
52012 - Accrued Vacation	-12,637	26,724	46,487	154,600	154,600	154,600
Total Personal Services	\$26,966,755	\$26,290,562	\$27,979,953	\$28,989,944	\$29,019,082	\$29,041,082
53001 - Office Supplies	293,406	267,589	394,963	308,467	308,467	308,467
53002 - Small Tools & Equipment	117,056	176,275	219,049	277,349	277,349	277,349
53003 - Fuel	332,379	302,019	364,504	364,581	364,581	364,581
53004 - Books & Circulation Materials	545,728	495,788	550,000	550,000	550,000	550,000
53005 - Ammunition and Range Supplies	31,241	15,926	61,292	60,992	60,992	60,992
53006 - Technology Equipment under \$5,000	113,713	136,313	166,450	216,492	216,492	216,492
53007 - Grant Expenditures	0	0	6,955	7,851	7,851	7,851
53008 - Library Contribution Materials	11,506	10,262	0	0	0	0
53307 - Dog Park Social Srvc Grant Exp	363	0	0	0	0	0
53316 - CCIS-Worksite Wellness Funds	686	0	0	0	0	0
53530 - Water Costs: L.O. & Ptd	2,904,433	3,177,982	3,808,302	3,808,302	3,808,302	3,808,302
54001 - Professional/Contractual Services	2,700,021	2,999,692	3,887,696	3,620,296	3,640,296	3,640,296
54002 - Water Costs: Sampling	34,683	33,913	40,000	40,000	40,000	40,000
54003 - Legal Fees	298,371	216,001	439,666	392,496	392,496	392,496
54004 - Printing Services	3,729	516	2,400	10,750	10,750	10,750
54006 - Software License and Maintenance	410,987	439,161	477,613	529,482	529,482	529,482
54007 - Parks and Recreation	0	0	0	60,000	60,000	60,000
54101 - R & M - Facilities	294,912	304,459	329,355	327,992	327,992	327,992
54102 - R & M - Water Lines	30,937	12,558	32,000	32,000	32,000	32,000
54103 - R & M - Control Valves	18,944	6,872	20,000	28,000	28,000	28,000
54104 - R & M - Reservoir	2,993	7,192	6,000	12,000	12,000	12,000
54105 - R & M - Grounds	83,442	80,782	102,420	107,520	107,520	107,520
54106 - R & M - Pump Station	3,532	93	8,500	23,500	23,500	23,500

OPERATING BUDGET HISTORY

Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Revised	Proposed 2015	Approved 2015	Adopted 2015
54107 - R & M - SCADA	1,492	5,825	8,000	8,000	8,000	8,000
54108 - R & M - Wells	20,034	45,698	11,500	11,500	11,500	11,500
54109 - R & M - Meters	15,129	22,647	25,000	25,000	25,000	25,000
54110 - R & M - Service Lines	13,376	8,433	15,000	15,000	15,000	15,000
54112 - R & M - Fire Hydrant	11,049	1,903	20,000	20,000	20,000	20,000
54113 - R & M - Vehicles	305,514	253,874	371,010	374,945	374,945	374,945
54114 - R & M - Office Equipment	44,949	46,179	68,335	69,315	69,315	69,315
54115 - Vehicle Usage	0	1,797	0	275	275	275
54201 - Utilities - Electric	857,741	827,683	1,052,216	1,068,546	1,068,546	1,068,546
54202 - Utilities-Water/Sewer/SWM	154,634	196,988	163,012	262,496	262,496	262,496
54203 - Utilities - Natural Gas	67,417	56,974	115,756	115,756	115,756	115,756
54204 - Utilities - Garbage	0	0	0	250	250	250
54205 - Utilities - Phone/Pager/Cells	223,079	227,160	229,331	315,130	315,130	315,130
54300 - Advertising & Publicity	99,054	80,183	107,805	75,135	75,135	75,135
54301 - Fees and Charges	150,423	60,425	102,949	97,561	97,561	97,561
54302 - Dues & Subscriptions	159,581	156,046	160,683	162,644	162,644	162,644
54303 - Travel and Training	155,142	167,877	266,377	281,079	281,079	281,079
54305 - Conservation Expenses	32,661	30,881	31,700	18,700	18,700	18,700
54306 - Credit Card Fees	0	-6	0	266,400	266,400	266,400
54307 - Insurance	288,345	275,655	327,402	429,590	429,590	429,590
54308 - Property Damage	3,742	2,801	11,250	11,250	11,250	11,250
54309 - Rents and Leases	66,861	56,541	82,862	93,970	93,970	93,970
54310 - Bad Debt Expense	1,105	1,099	12,200	12,200	12,200	12,200
54311 - Special Department Expenses	401,369	765,689	1,275,710	1,255,663	1,255,663	1,255,663
54312 - Bank Fees	3,952	5,062	3,400	3,450	3,450	3,450
54402 - Contributions to Community Org	207,001	240,126	277,700	284,764	284,764	284,764
54900 - Drug Enforcement Expenses	22,175	57,957	0	0	0	0
Total Materials & Supplies	\$11,538,886	\$12,278,889	\$15,656,363	\$16,056,689	\$16,076,689	\$16,076,689
56001 - Land	0	0	15,000	15,000	15,000	15,000
56002 - Buildings & Improvements	173,484	67,568	127,187	127,187	127,187	127,187
56003 - Vehicles	334,661	141,796	353,377	324,583	324,583	324,583
56004 - Computer Hardware and Software	431,945	126,460	544,309	146,074	146,074	146,074
56006 - Equipment	153,924	38,128	45,000	357,000	357,000	357,000
56007 - GIS Hardware and Software	60,756	72,975	54,390	61,678	61,678	61,678
Total Capital Outlay	\$1,154,771	\$446,926	\$1,139,263	\$1,031,522	\$1,031,522	\$1,031,522
58000 - Interdepartmental Costs	0	896,245	1,060,888	1,043,258	1,043,258	1,043,258
58100 - Indirect Charges- City Management	386,830	928,382	745,700	728,521	728,521	728,521
58110 - Indirect Charges- Human Resources	648,788	614,726	779,833	793,684	793,684	793,684
58120 - Indirect Charges- Risk Management	591,852	398,904	547,377	689,893	689,893	689,893
58130 - Indirect Charges- Office Services	463,096	357,710	407,977	395,133	395,133	395,133
58150 - Indirect Charges- Records	390,547	292,343	281,823	365,304	365,304	365,304
58200 - Indirect Charges- Finance Administra	258,188	61,563	34,689	28,554	28,554	28,554

OPERATING BUDGET HISTORY

Description	FY 2012 Actual	FY 2013 Actual	FY 2014 Revised	Proposed 2015	Approved 2015	Adopted 2015
58210 - Indirect Charges- Financial Operation	451,260	614,870	628,089	683,871	683,871	683,871
58220 - Indirect Charges- Utility Billing	0	766,112	943,049	1,050,181	1,050,181	1,050,181
58230 - Indirect Charges- Technology	1,245,396	1,225,727	1,250,546	1,596,880	1,596,880	1,596,880
58250 - Indirect Charges- Contracts and Purc	123,137	206,972	163,379	136,806	136,806	136,806
58630 - Indirect Charges- Fleet Maintenance	219,476	226,701	260,757	231,238	231,238	231,238
58640 - Indirect Charges- Property Manageme	1,385,892	1,134,100	1,376,992	1,415,757	1,415,757	1,415,757
Total Interdepartmental Services	\$6,164,462	\$7,724,355	\$8,481,099	\$9,159,080	\$9,159,080	\$9,159,080
Total Operating Budget	\$45,824,874	\$46,740,733	\$53,256,678	\$55,237,235	\$55,286,373	\$55,308,373



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 Adopted Budget for FY 2015 reflects an increase in staffing from the FY 2014 Adopted Budget of 256.85 FTE to 261.95 FTE. This increase of 5.10 FTE equates to a 2% increase in staffing due to the additions of a Building Technician 1, two Utility Worker 1 positions, and a Project Director in Public Works. In addition, a Communications Strategist position has been added to the City Manager's Office along with a few minor FTE changes during the 2014 fiscal year. A summary of the changes by the departments is below.



City Management

With the addition of a Communications Strategist, staffing in the City Manager's office will increase by 1.0 FTE compared to FY 2014. In addition, the Assistant position in Human Resources was reduced from .80 to .50 FTE. This brings the total change to .7 FTE in City Management.

Community Development

The Adopted Budget for FY 2015 shows a reorganization of the department with the consolidation of the Development Services and Community Planning divisions into Community Development Planning Division. This division was formerly called Community Development Administration. Community Development Planning will show a total of 13.80 FTE due to the consolidation. During the 2014 fiscal year, an FTE change for the Permit Technician Assistant position in Planning was increased from .80 FTE to 1.0 FTE of which the additional .20 FTE was redistributed to support the Building Division due to increased construction activity. In addition, transfer of the Senior Engineering Technician position to Public Works Engineering in FY 2015 decreased Community Development by 1.0 FTE. The net change is a .8 FTE decrease for Community Development.

Information Technology

The division's FTE increased by 1.20 based on the transfer of a Network Administrator position from Police. In addition, the GIS Coordinator position was increased from .80 FTE to 1.0 FTE due to substantial increase in workload and to provide support to the Strategic Plan.

Police

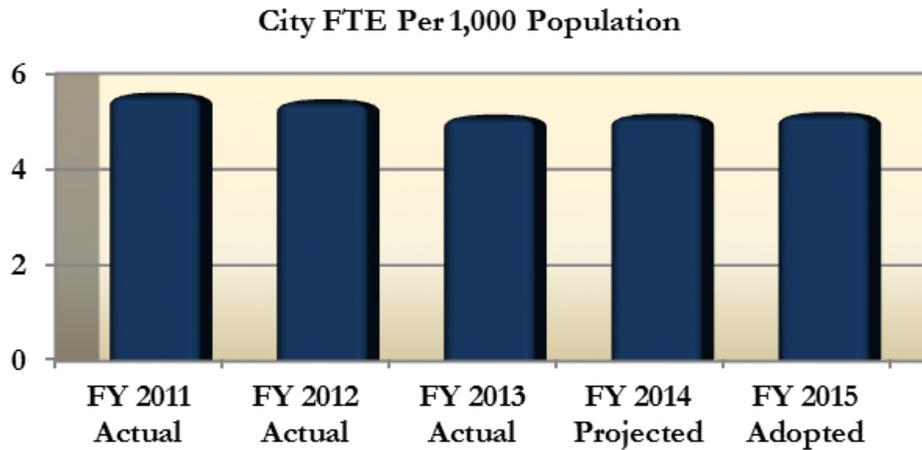
The division FTE will show a decrease of 1.0 FTE from the transfer of a Network Administrator position to Information Technology.

STAFFING LEVELS

Public Works

A total of 5.0 FTE have been added to the department. Fleet Maintenance, Property Management, Engineering, Parks and Grounds, as well as the Water Division will each increase by 1.0 FTE compared to FY 2014. The FTE increase in Parks, Fleet Maintenance and Property Management Divisions results from converting three seasonal worker positions to fulltime FTE's based on increased demands in workload and requirements of the union contract. A Senior Utility Worker position was transferred from the Sanitary Sewer Division to the Stormwater Division due to the nature of the work being performed by this position. An FTE was added to the Public Works Engineering division as result of a transfer of the Senior Engineering Technician from Community Development to perform duties related to private development. The increase in the Water Division is due to adding the Project Director position that is dedicated solely to representing the city's interest on the Lake Oswego/Tigard Water Partnership.

There are no changes in the number of staff planned for FY 2015 in Library and Administrative Services.





John W. Tigard House, built in 1880 is in the National Register of Historic Place in Washington County, Oregon