



# City of Sandy

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## THE CITY OF SANDY 2005-07 BIENNIAL BUDGET

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The City of Sandy welcomes public input into the budget process, and we want to make the budget document available to as many members of the community as possible. In the past, the size and expense of the printed budget document has limited its circulation. And even if we could afford to mail it to every Sandy resident and business, the printed format is--by its nature--often difficult to navigate.

This web-based budget document now gives us the tool to overcome these problems. It makes the city's budget available to every household and business in the city (or in the world, for that matter). By using hyperlinks, the reader can easily move to any level of detail, and quickly navigate through the document at will.

This site is best viewed with Internet Explorer, using a screen resolution of at least 1024 x 768. Free high-speed Internet access is available to Sandy residents and businesses at the Sandy Public Library, the Sandy Community Center, and City Hall.

A broadband connection is not necessary. Even readers with high-speed connections will experience a slight pause as some of the pages are opened, because this is a dynamic document. FINANCIAL TABLES ARE RECALCULATED EVERY TIME A PAGE IS OPENED, based on a live budget database. This means that any member of the community will see the same information that the City Council sees, and at the same time. As the City Council makes changes to the budget, these changes will be reflected immediately in the on-line database. This is a significant departure from most cities, which publish their budgets after the fact as a static document (typically as a facsimile of a printed document, using Adobe Acrobat).

**To Get Started:** Use the navigation bars, above, or the index below to zero in on the area of the budget you're most interested in. Or, browse through the entire budget by starting with the [Budget Message](#). We have provided links at the bottom of each page to allow a reader to browse through the entire document without missing one of the (fascinating) pages.

For review: [The 2003-05 Budget](#) in pdf (Adobe Acrobat) format (1.8MB, so best downloaded with SandyNet High Speed Internet access!)

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# City of Sandy

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## City of Sandy Memorandum

**DATE:** March 31, 2005

**TO:** City Council  
Budget Committee

**FROM:** Scott Lazenby, City Manager & Budget Officer

**RE:** **PROPOSED 2005-07 BIENNIUM BUDGET**

In past budget messages I have compared the past two years with the two years ahead of us in the biennial budget. But we're at the midpoint of this decade, and it seems appropriate to take a longer look.

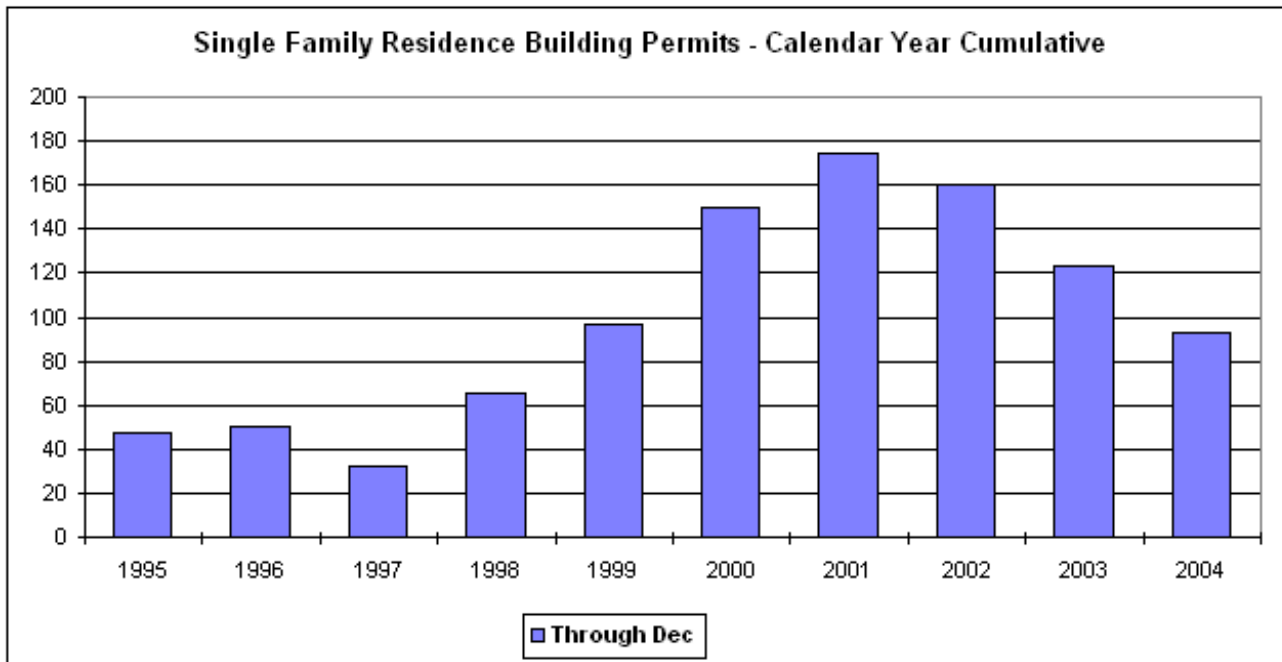
### **WHERE WE HAVE BEEN**

The past five years have built the foundation for what is going to happen next. Our "Sandy 2040 Plan" is serving us well in land use planning (along with the related capital improvement plans), and we are in the process of fine tuning these tools. Our water and sewer utilities are financially healthy, with upgraded plants and control systems. Our local fuel tax is providing a modest but steady stream of revenue to keep our street system in good condition. Through a series of grants, the police department is upgrading its radio system to be able to communicate with other police and fire departments. Sandy transit, which was launched in 2000 as a feeder service to Tri-Met's regional system now has its own feeder services bringing passengers from Estacada, Welches, and Sandy neighborhoods. Other key milestones and events:

- The creation in 2003 of the city's high speed Internet utility, SandyNet. Already monthly revenue is almost a tenth of our water utility billings.
- Substantial additions to our inventory of park land.
- Strong growth in our Urban Renewal revenues through tax increment financing.
- Expansion and upgrading our library collection, and corresponding record increases in circulation.

Private investment in the community continues to be strong. Single family building permits have fallen with the national recession, but they remain higher than in the

past decade. We have one of the largest inventories of buildable lots in the Portland area, and more are coming on line. The Pioneer Corporate Park is seeing a mix of light industrial and commercial tenants, and most of the other industrial parks and commercial centers are built out.



## WHAT THE FUTURE HOLDS

Mayor Malone has pointed out that we will celebrate our centennial in 2013, and that it isn't too soon to spruce up our town in preparation for that event. In fact, we are on the threshold of some exciting improvements to our city and many will be completed in the next biennium, if not by the end of the decade. Here is what we have to look forward to:

- Substantial park improvements. Meinig Park, our ten-acre jewel in the heart of the city, will see in the next two years new restrooms, a new amphitheater and rebuilt front stage, and improvements to the two small creeks that run through the park. Sandy Bluff Park will be developed, and we will add fully-improved parks (paid for by the developer) in Barlow Ridge and Hamilton Ridge. We will gain park land in the Deer Point and Timberline Estates subdivisions and a large park in Bornstedt Village. The Tickle Creek Path will be developed from Salmon Creek Estates (west of 362nd) to Highway 211.
- The completion of Dubarko Road. It will connect Langensand Road to 362nd in the next biennium, and probably extend to Highway 26 at Vista Loop within the decade. It will include new north/south connections at Ruben Lane and Bluff Road, giving our residents much better access to our businesses and schools without have to deal with the increasing congestion on the highway. By the end of the decade, we will probably see the connection of Bell Street to 362nd, substantially improving circulation on the north side of town, and the extension of Industrial Way to the (state-funded) traffic signal at Jarl/Orient Drive.
- The first major investment in storm water control and treatment with a detention/infiltration pond in Meinig Park.
- The culmination of our urban renewal projects. I project that some time in 2007, the downtown utility wires will be underground, and the downtown will have received a complete makeover (new sidewalks, street lights, trees and landscaping). The urban renewal district will dissolve, probably in 2008, producing a dividend of around \$200,000 per year for our general fund (this is exactly the way tax increment financing is supposed to work).
- Downtown private investments. Along with the public improvements, we should see the development of the one-acre mostly-vacant lot west of Scales Street downtown, and the opening of the attractive new Sandy Museum/Visitors Center. This will be complemented by the development of the downtown plaza, possibly serving as a new transit center.

- The construction of a new public works/transit operations center. We have already secured \$700,000 in federal funding for this project, so it should finally happen.
- A new home for the Sandy Recreation Center through an agreement with the Mt. Hood Athletic Club.
- A new, additional source of water for our city. Design is underway now, and this water will be delivered to our customers by the date of our centennial.
- A strengthened role for SandyNet as an economic development tool, providing reliable high-bandwidth service to existing and new businesses.

Life will be interesting for all of us associated with city government, and on our centennial our entire community will be able to look back with pride with what we have been able to accomplish.

The City Council has taken a leadership role in enhancing the environment and preserving the quality of life of our city. Sandy will continue to be a desirable location, both for new residents and businesses. We should be able to handle most growth challenges: the school district has a large and rapidly growing assessed value base, so it should be possible to finally pass a school bond for more classroom space. Our parks and local streets are keeping pace with growth.

But Highway 26 will continue to be both a blessing and a curse. Sandy was settled because of its location on the Oregon Trail, and the highway remains a critical asset for our businesses and commuters. But traffic volumes continue to grow, fueled primarily by settlement of the rural area around Sandy. A huge area funnels into Sandy and the highway via Firwood Road, Ten Eyck, Bluff, and 362nd. There are long-range plans for a bypass, but as we've seen with Newberg, congestion has to become intolerable before ODOT will take action.

On the other hand, our pace of growth will begin to slow by the end of the decade. The newly incorporated City of Damascus should adopt a zoning ordinance within the next two years, and then begin extending infrastructure (water, sewer, and streets). This will open up hundreds of acres of new residential and commercial property on the edge of the Portland metropolitan area. Demand for typical subdivision lots in Sandy will drop, although unique properties (e.g., with views or in well-designed subdivisions) will still be sought out. On balance, I think this will be good for our town.

## **BUDGET INITIATIVES: EXECUTIVE SUMMARY**

For the past several years we have been fortunate in that high growth and low inflation have combined to ease the effects of Measure 50 (the state tax limitation measure adopted in the late 1990s). This is the **only** combination of conditions that can work for us; either higher inflation **or** slower growth would be an economic disaster, as many other cities in Oregon are discovering.

Our six-year financial forecast shows that growth in property tax revenue is pretty much consumed by state-imposed increases in pension costs (the combined withholding rate will increase to 24% from its current 15%). But the forecast already used conservative (high) assumptions for pension and medical benefits, so the next biennium isn't looking as bad as the forecast predicted. We have also been able to shave some of the cost of planning (net of development fees) and in some other areas. So it appears that we have approximately \$160,000 to work with in funding **ongoing operating costs** (for the two-year budget).

Rather than making a single recommendation on the greatest need for this funding, I am instead leaving this decision up to the City Council. The management team has discussed it and proposes the following options for the Council to consider:

- Add a police officer to the budget. This would allow the department to keep up with the increased call volume, and the increased complexity of crimes and criminal prosecution. **OR**
- Lease the space vacated by the Mt. Hood Athletic Club for use as a combined Sandy Police/County Sheriff/State Police office, thus allowing for expansion of the Sandy Library. **OR**
- Partially restore library funding that has been cut by Clackamas County over the past several years, allowing us add back hours of service. **OR**

- Add a half-time parks maintenance worker and an additional half-time code enforcement officer along with other quality-of-life improvements such as planting and maintaining street trees throughout the city, bringing a fireworks display back to the city, sponsoring a chamber music series at the new amphitheater, and supporting downtown operations such as the seasonal banners and landscape maintenance.

We can only do one of these options, but this is better than no choice at all. And the next biennium will see the urban renewal dividend, so we can be optimistic about the future.

We have also maintained a healthy balance in the general fund. Including departmental reserves (primarily in planning and building) we will begin the year with just over \$2 million. Of this, some \$900,000 is unencumbered "non-departmental" fund balance. Some will carry forward as one-time expenditures budgeted in 2003-05 but not spent (the \$100,000 investment in the Sandy Recreation Center is the largest), but this will still leave over \$800,000. I recommend that we hold back at least \$400,000 in contingency. Here are options for the remainder (costs are very rough estimates):

- Re-roof the older section of the Community Center building - \$50,000
- Repaint city hall and give it a face lift to complement the new museum. This could include rock work over the bare concrete pillars to match the museum. Est. \$75,000
- Restore library materials budget. This is a more appropriate use of one-time funds than staffing or ongoing service costs. \$20,000.
- City hall smoke detectors. These would tie into our existing security alarm system. The increasing amount of electronic equipment in city hall (e.g., the SandyNet server and network gear, cable TV playback equipment, city computer file servers) has increased our fire risk, and increased the headaches that a building fire would cause. This estimate includes moving the SandyNet equipment rack into the computer room and adding a halon fire extinguishing system to that room. \$10,000.
- Matching funds for federal police grants for emergency communications. Up to \$50,000.
- Park upgrades for Knollwood park if the city assumes responsibility for it, and some upgrades in Meinig Park. We can use park systems development fees for park capacity improvements that are listed in our master plan, but we can't use them for maintenance projects. \$100,000 (crude estimate)
- One-time costs for adding an officer (if the Council chooses to do that). \$10,000.

These total \$315,000. Allocation of the beginning balance is completely up to Council, but we suggest these as being consistent with Council goals.

## BUDGET FEATURES

**Biennial Budget.** This will be our second biennial budget. We have used a two-year budget since 1993, and state law has recently allowed cities to adopt true biennial budgets (i.e., a budget period of 24 months). This allows us to account for the medium-term impact of policy decisions. It has also forced us into the self-discipline of balancing the budget on realistic projections of ongoing revenues, rather than merely getting by another year by spending down fund balances or inflating revenue estimates. Finally, it frees up time during the off year for other budget-related projects. In 2004 we completed an update to our long-range capital improvement plan, and previously we used the time for financial forecasting and for a complete review of city programs.

**Expenditure Control Budgeting.** "Expenditure Control Budgeting" is based on the premise that managers are paid to manage, and it changes some of the rules of the game that have undermined traditional governmental budgeting systems. Briefly put, expenditure control budgeting gives department managers a great deal of flexibility over individual line items, as long as they remain within the "bottom line." The focus is on stretching limited resources as far as possible to provide as much service as

possible.

This, of course, depends on department managers having a clear idea of the service goals of the City Council and community. The long term goal statement of the Council has been helpful in this regard.

But just as important, the flexibility in the system allows Council and staff to respond quickly to new opportunities and contingencies. As an example, in the real world, we don't know very far ahead of time when a \$10,000 grant may become available. When it does, our taxpayers benefit when we can scrape together the 20% match (as long as the grant meets a real community need).

An innovation in Sandy's process is to tie departmental revenues into the bottom line. Governmental accounting typically lumps all revenues into a separate part of the ledger, far removed from departmental expenditures. As a result, it is hard for managers to get a good sense of the overall financial performance of their operations. We instead report the "net" budget of each departments, where expenses are offset by departmental revenues.

A key feature of expenditure control budgeting is that department managers are allowed to carry over savings from one biennium into the next. This policy eliminates the "spend it or lose it" incentive that is built into traditional budget systems. We have set only two restrictions on the carryover savings: 1) the savings can only be used for one-time expenses (e.g., equipment, grant matches, temporary help), and 2) the uses of the savings are reviewed by the City Council during the budget process, like the other line items. Carryover savings are shown as the beginning balances in the departmental budgets.

Because this budgeting philosophy works *with* human psychology and not against it, we call it the [Aikido Method](#) of budgeting.

## FINANCIAL POLICIES AND BUDGET STRATEGY

This budget was prepared with the guidance of the following financial policies:

1. Continuing expenses should be covered by continuing revenues.
2. Cash balances in the general fund at the beginning of the biennium should be sufficient to cover expenses until property tax is received in November.
3. New development should pay for itself.

For programs within the general fund, I asked department directors to submit budgets with a bottom line **less than or equal to** the current budget (less one-time expenditures). They could add to this bottom line only for:

1. Salary and fringe cost increases that are beyond the department's control. This would include cost-of-living increases, but not an increase in the number of staff or hours worked;

2. Savings carried over at the end of the current biennium; and
3. Departmental revenues projected to exceed the amount in this year's budget.

The departments were able to meet this challenge (with a few exceptions, highlighted below). This is the same rule that was applied to the past six budget cycles, so the operating departments have used their own revenue sources to cover inflation and growth-related increases in non-salary items for ten years in a row.

## CITY COUNCIL GOALS

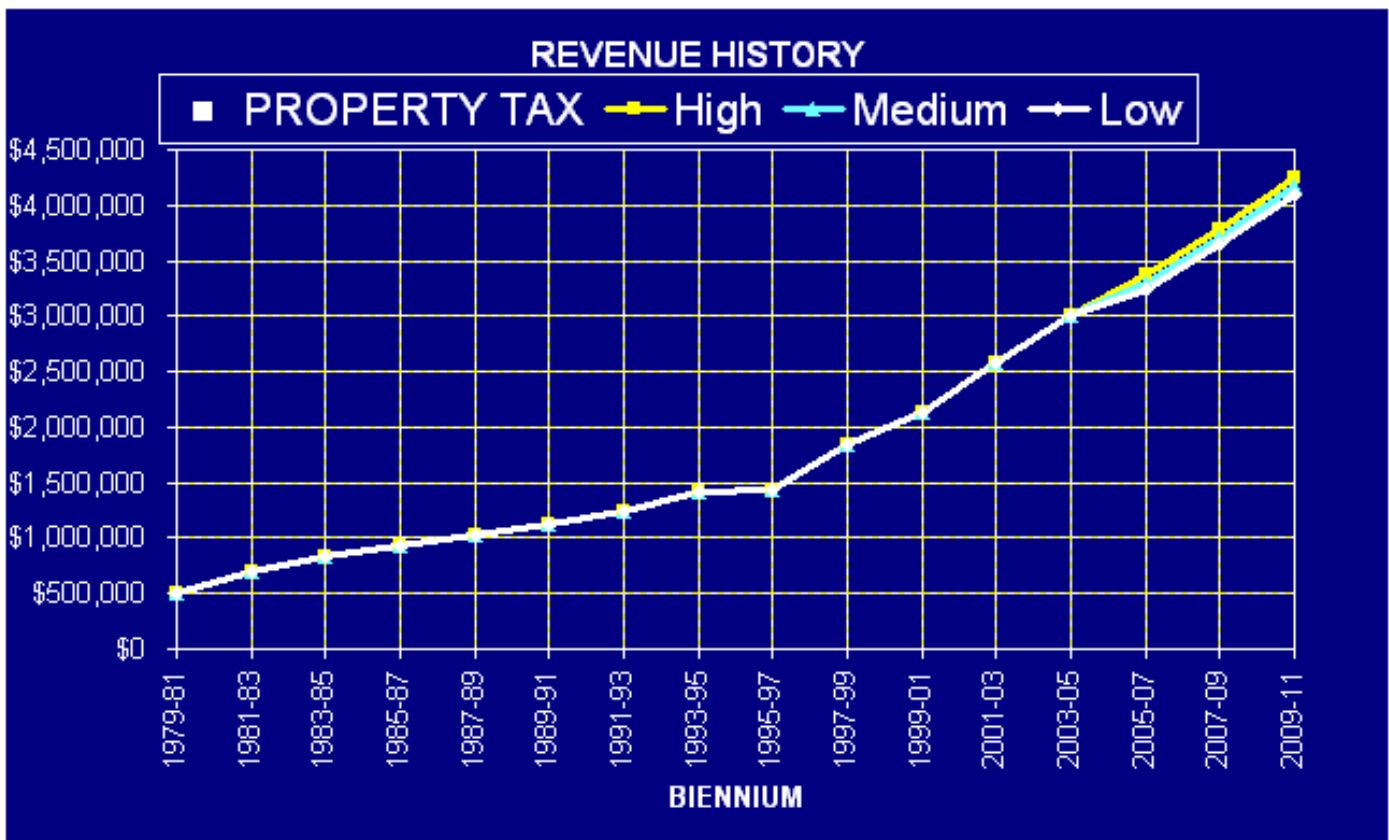
In February of 2005, the City Council held a goal and policy setting retreat. The goals adopted by the Council at that session are on the city's web site at:

[http://cityhall.sandynet.org/City\\_Services/Administration/GOALS01/goals.htm](http://cityhall.sandynet.org/City_Services/Administration/GOALS01/goals.htm).

## BUDGET HIGHLIGHTS

### General Fund

In preparation for the budget process, the Council reviewed our updated 6-year financial forecast. Since the passage of Measure 50 in 1997, property tax growth has been fairly steady at approximately 9% per year. Energy-related franchise fees (electricity and natural gas) have also increased. Other revenues, such as the state cigarette tax, have either been flat or have declined. The forecast showed that balancing the budget is sensitive to economic conditions, especially inflation and growth. The decline in county library funding is a major problem, as are the costs of medical insurance and the state pension system, which continue to escalate.



The forecast shows that under any scenario, **service costs will not keep pace**

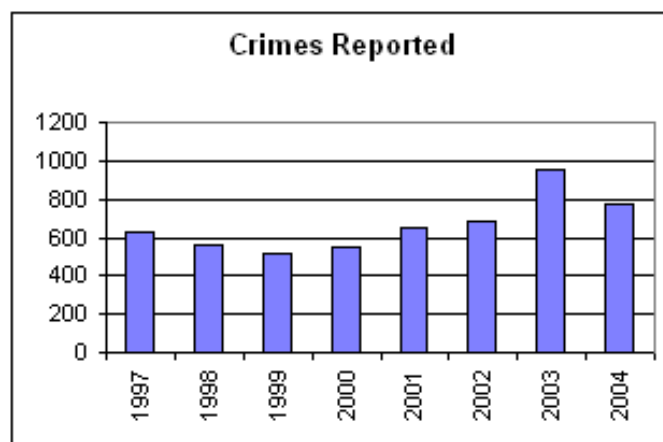


**with population growth.** The state and some local governments prepare "current service level" budgets which assume factors for inflation and growth in population served. This is why all their budget conversations center around "cuts," even when total spending is increasing. We have avoided falling into that trap, but the state-imposed restrictions on city finances mean that we must either be more efficient (i. e., provide services to a growing population with a less-than-proportional increase in expenses) or reduce the level of general fund services we provide.

It does appear that--as noted above, we have a modest amount of revenue that will exceed the cost for current staffing and operating costs.

**Police.** In the past biennium, Chief Skelton has been able to secure federal funding to begin to convert our radios to the 800MHz system that the other local emergency services use. The department has also transitioned its vehicle fleet from the state motor pool to a lease agreement with a local car dealer, saving us money and reducing down time for staff and vehicles when the cars need repairs.

Calls for service and reported crimes have both increased. The complexity of crimes has increased too, with more incidents of identity theft and domestic violence. The armed robbery of the Safeway store took many hours to track down and arrest the perpetrators and prepare the case for prosecution, but it did result in convictions and significant jail terms, and the police department noticed a drop in petty crimes in the neighborhood of the juvenile offenders.



Because of the call volume, the officer previously assigned to traffic enforcement has been shifted to regular patrol, responding to and following up on calls from residents and businesses. Traffic citations have dropped, and the department isn't doing as much speed enforcement downtown and in neighborhood streets as it would like to.

The addition of an officer would keep our officer ratio at 1.7 per thousand population, and allow the police department to respond to the increased call volume, and devote more time to traffic enforcement.

**Library.** With the failure of the November countywide library operating levy, the Board of County Commissioners continues to shift library funds to other county services. This marks an increased subsidy of unincorporated residents by city residents who pay county taxes.

In 2004, the City Council approved a new pay classification plan. The effects on the personnel budget varied by department, but the library staff costs increased by the highest percentage (i.e., the classification study found that library employees had been under-paid compared to market). Knowing that even without this increase the library would be looking a significant service reductions, we began preparing the library budget on the assumption that the general fund would pick up the net effect

of this increase (approximately \$80,000 per year).

I think this is fair, but it does reflect a subsidy of library patrons of unincorporated areas by city taxpayers. On the other hand, the city taxpayers have the convenience of an excellent library within walking distance of most homes. This level of general fund support is certainly subject to Council policy direction. We could, for example, offset it by an annual charge of \$10 per library card for unincorporated residents. But we receive our share of the county levy based largely on circulation, so this could be a self-defeating strategy.

Library Director Beth Scarth has prepared a number of different scenarios for balancing the library budget for the Council to consider. There are two basic choices: reduce hours of service, or reduce spending on the library collection. The numbers in this proposed budget are a blend of the two, and it would mean 6 days of service rather than 7 days per week (i.e., the library would be closed one day mid-week). Again, we will give the Council a number of options to consider.

In the long term, continued cuts in county funding will mean the end of a countywide system. One option the various library boards are considering is an initiative drive to place a library levy on the November 2006 ballot. I believe our current model--a coordinated confederation of local libraries--is one of the most efficient and responsive ways to provide public service that I have ever seen. It would be a shame to see it end.

**Park Maintenance.** In the last biennium we added a seasonal (half time) park maintenance worker to help keep up with our growing inventory of neighborhood parks. We think this will get us through the next biennium, but with more parks coming on line, we will need additional staff or contract service in the future.

**Building.** The building inspection program is self-supporting (based on building permit fees). We do not charge general fund departments for indirect costs such as accounting, payroll, insurance, and building space costs. We have estimated these costs (for the building department) at \$25,000 per year, so the **net** budget for the biennium is **negative** (i.e., revenues exceed direct expenditures by approximately \$50,000 for the biennium).

**Planning.** The Planning program has accumulated a fairly healthy beginning balance. In past years, we have made conservative revenue estimates in the belief that the pace of construction activity was temporary. But we have sustained this pace for several years, and I believe it is safe to increase our revenue estimates to more reasonable levels.

The planning program is not fully self-supporting because it we don't charge current development projects for **long-range** planning activities, such as major code revisions or specific area plans.

**Nondepartmental.** The "nondepartmental" budget includes activities or improvements that either affect several departments, or aren't associated with any other city program. The proposed budget includes the continuation of the downtown flower basket program. It also includes city hall modifications (when the Chamber of

Commerce and Historic Society move out of their existing city hall space), re-painting the exterior of city hall, installing new cameras for video coverage of public meetings, and replacement of old heating/cooling units on the roof of the police/library building. The nondepartmental budget also includes the carryover of the \$100,000 set aside for a Sandy Recreation Center.

## **Street Fund**

In September of 2002, Sandy voters approved a local one cent per gallon fuel tax for street maintenance. This had made a big difference in our ability to keep up with the street maintenance requirements that are called for by our Pavement Management System. The proposed budget includes \$240,000 in the next biennium for street resurfacing.

Since our fuel tax is a fixed amount per gallon, it does not increase with inflation. In fact, higher gas prices could result in a drop in revenue if drivers buy more efficient vehicles. At some point in the future we may need to increase the rate (I would recommend 1.9 cents, following the example of the gas stations).

We hope to complete two major projects in the next biennium: the final connection of Dubarko Drive (east of Nicholas Glen and west of Barlow Ridge subdivisions, including connection with Bluff Road), and the Ruben Lane connection between Dubarko and Highway 26. We anticipate a \$1 million state grant for the Dubarko project, but the combination of our local match requirement plus the cost of Ruben Lane will exceed our available development fee revenue. The budget assumes we will borrow against future development fees. Note that we will be reimbursed for a portion of the Ruben Lane cost when Double Creek Phase II develops.

## **Transit Fund**

After a tenfold growth in ridership, our core bus service between Sandy and the Gresham Transit Center has leveled off at over four hundred rides per day. The budget continues our contract with a private operator to provide this service. We also provide grant-funded service to Estacada, and act as the fiscal agent for the Mountain Express service to the Welches area.

Running virtually non-stop, our main buses accumulate miles quickly, and the budget includes funds for replacement of vehicles (mostly through grants).

The transit budget also assumes a grant-funded bus storage facility in connection with a relocated public works operations center.

## **Water Fund**

A consultant is completing work on a new rate model for our water and sewer utilities. The model so far shows that our current rates are generally adequate, but we will need to re-run the model each year to avoid a large future increase.

In November, 2002, the city entered into a contract with a private company (OMI) to operate our water and sewer treatment plant. The budget reflects this contract cost,

along with reductions in direct city expenditures for salaries, utilities, chemicals, etc.

The largest capital expenditures in the next biennium are related to development of a new water source. We anticipate purchasing land for a treatment plant, and costs relating to a gauging station for the water source. Our capital improvement plan assumes we will develop our Salmon River water right, but the city engineer is considering other, possibly lower-cost, options, including the Sandy River or aquifer re-charge and storage. The budget also includes funds for the relocation of the public works yard.

### **Sewer Fund**

For the first time in many years, the sewer fund budget does not include any major capital improvements. Our new sludge de-watering system is in operation, as are new lift stations on Meinig Avenue and in the southeast section of the city at Dubarko and Jacoby Roads. The collection system will continue to expand, but this will be done by developers. We may see new lift stations in Bornstedt Village and north of Vista Loop, but these would be largely financed by private developers.

As with the water fund, the budget reflects the transition to a private contract for operation of the wastewater treatment plant.

### **Stormwater Fund**

For several years, the Council has had a goal of creating a storm water utility that would allow us to do a better job of treating and managing storm water that runs into streams and creeks. Our initial capital improvement plan focused primarily on flood control. Based on Council direction, we have revised the plan to emphasize treatment (water quality), and ways to recharge the ground water system rather than relying completely on surface flows. An ordinance creating the utility is scheduled for Council consideration in April 2005. Rates are anticipated to be \$3 or less per month for homes, and a similar amount for each 2,700 square feet of impervious surface for non-residential property.

The budget reflects the first two years of operation of the utility per the master plan, and substantial completion of the Meinig Park storage/infiltration facility (funded through revenue bonds).

### **SandyNet**

In the winter of 2001-02, the City Council created a telecommunications utility in order to provide badly-needed broadband service to Sandy residents and businesses. SandyNet DSL service was launched a year later; wireless service started a year after that. We are seeing a steady increase in customer interest and sign-ups.

Based on our pilot wireless project, we have found this alternative to be a better way to provide broadband service than the phone-based DSL service. But we have only a single broadcast antenna within the city (on the fire station roof). Several areas of the city can't get a wireless service, including the newly developing areas of Cascadia, Bornstedt Village, Timberline Estates, Deer Point, Sandy Bluff, the Pioneer Corporate Park and Highway 26 commercial area, and the newly annexed areas at

## Vista Loop and Highway 26.

The SandyNet Advisory Board has recommended that we expand wireless coverage to include these areas, and the proposed budget includes broadcast antennas at Bornstedt Road, Vista Loop, and above Double Creek. It also includes an antenna on a tower to be installed on Lenhart Butte (2,000 ft.) by the county emergency communications agency. This site could serve the Firwood/Cherryville/Marmot areas **and** connect our various water system telemetry equipment, providing substantial savings in our phone bill.

This expansion (along with normal growth in the customer base) would require a further \$130,000 loan from the water fund.

I have also prepared a budget option that assumes no further investment in SandyNet for Council consideration during the budget process.

The utility is set up (financially) as an enterprise, which means that in the long run it is expected to be completely self-supporting.

## Parks Capital Fund

The primary source of revenue for the parks capital fund comes from [systems development charges](#), paid by new residential construction.

Expenditures in park improvements are guided by the Park Board. We anticipate that the next biennium will see trail development and other (passive) improvements in our recently-acquired Sandy River Park; a Tickle Creek hiking trail that will link several neighborhood parks; and improvements to Meinig Park and neighborhood parks such as Sandy Bluff Park.

## Local Improvement District (LID) Capital Projects

This fund has not seen any activity since the widening of 362nd Drive near Hwy. 26, so we considered eliminating the fund. There is continued talk, however, of forming a local improvement district to extend sewer service to homes on Bluff Road (north of Sandy High School) that are currently on septic systems. We have kept the fund on the books in case this comes to pass, and have budgeted place holders in case the improvement district is formed.

## Urban Renewal

In 2002 we sold \$800,000 in urban renewal bonds. The principal and interest on these bonds is repaid through the "[tax increment](#)" gained from private investments within the urban renewal area boundaries. The revenue is now exceeding \$350,000 per year, and it will see a substantial boost in the next biennium when the Fred Meyer store is added to the tax roll.

This budget includes a \$1.5 million bond sale that will allow us to complete most of the projects in the urban renewal plan, including:

- Substantial completion of downtown utility wire undergrounding, new sidewalks, street lights, street trees, and other streetscape.;
- Developing a public plaza adjacent to the Museum/Visitors Center and City Hall;
- Construction of a public parking lot south of Pioneer Blvd.
- Installation of at least two pedestrian signals at Scales and Proctor/Pioneer.

## **PERSONNEL BUDGET**

As with other Oregon cities, our biggest budgetary challenge is dealing with the escalating cost of the Public Employee Retirement System (PERS). The initial projections showed the employer rate increasing to 18% from 10%. This is equivalent to a 9% across-the-board pay increase, and a cost to the general fund of \$236,000 for the biennium.

Another continuing financial challenge is the out-of-control increases in medical insurance premiums. The City/County Insurance Service is pleased to report that next year the increase should be in the single digits (e.g., 9%). This is good news compared to past years, but it is still well above the rate of increase in the Consumer Price Index, and the rate of increase in our revenues.

The numbers in the proposed budget are based on the assumption of a 2% across-the-board pay increase in 05-06 and a 3% increase in 05-07 (based on the premise that inflation will increase). These are consistent with past changes in the Portland area CPI, and they are subject to final Council approval.

## **CONCLUSION**

In presenting this budget to the Council and Budget Committee, I want to thank the department directors for their help and advice, and for the hours of work they put into the budget. I also want to acknowledge the assistance of Finance Director Larry Stohosky, who has been a great working partner in putting together this budget.

## **POSTSCRIPT:** Changes made to the Proposed Budget by the Budget Committee

- Added a police officer position (\$158,000 for the biennium, including vehicle lease and operating costs; \$8,800 on-time equipment costs).
- Allocated \$75,000 for the police 800MHz radios "infrastructure" fee; intended as a grant match for full \$150,000 expense.
- Added a part-time (three days/week) code enforcement officer, split between Police Department and Building Department.
- Provided one-time funding of \$80,000 for the biennium to keep the current library service hours. Will require new stable funding in 2007-09.
- Added one-time funding of \$2,000 for fireworks display, \$40,000 to re-roof the older section of the Community Center's roof; \$50,000 to repaint the exterior of City Hall and add rock trim to the bare concrete to match the new museum; \$5,000 for Sandy's share of an economic development staff position funded by Clackamas County; \$18,000 for an upgrade to archiving and web server software; \$10,000 for city hall smoke detectors; and \$60,000 for general park improvements.

- Limited SandyNet expansion to two antenna sites to serve developing areas of the city, and reduced SandyNet budget accordingly (\$45,000 reduction in expenditures and \$25,000 reduction in revenues).
- Changes to Street fund line items, primarily due to recent engineering estimates for road construction.
- Moved \$110,000 from Park Capital contingency to Sandy Bluff park, per previous Council direction (August 2004 workshop).
- Correction of workers comp insurance amounts, police PERS amount (net \$10,000 savings)
- Operating costs for use of Mt Hood Athletic Club space reduced to one year of the biennium (\$20,000 savings) and reduced one-time support (nondepartmental) to \$20,000.
- Urban Forestry increased in Planning budget by \$10,000/year from department contingency.
- Budgeted refinancing of SandyNet startup loan.
- Reduced year-to-date museum expenditure estimate from \$50,000 to \$25,000 (this was a grant pass-through). Net \$25,000 addition to contingency.
- Reduced year-to-date estimate for Leathers Lot (Urban Renewal) to \$26,000 and carried forward \$24,000 to 05-07. Net \$50,000 increase to Urban Renewal Contingency
- Showed park land acquisition financing as 5-year interfund loan rather than 15 year revenue bond; increases revenues (payment in lieu of land) and expenditures by \$80,000 in Parks Capital fund.

Next: [The budget numbers](#)

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- [Urban Renewal](#)

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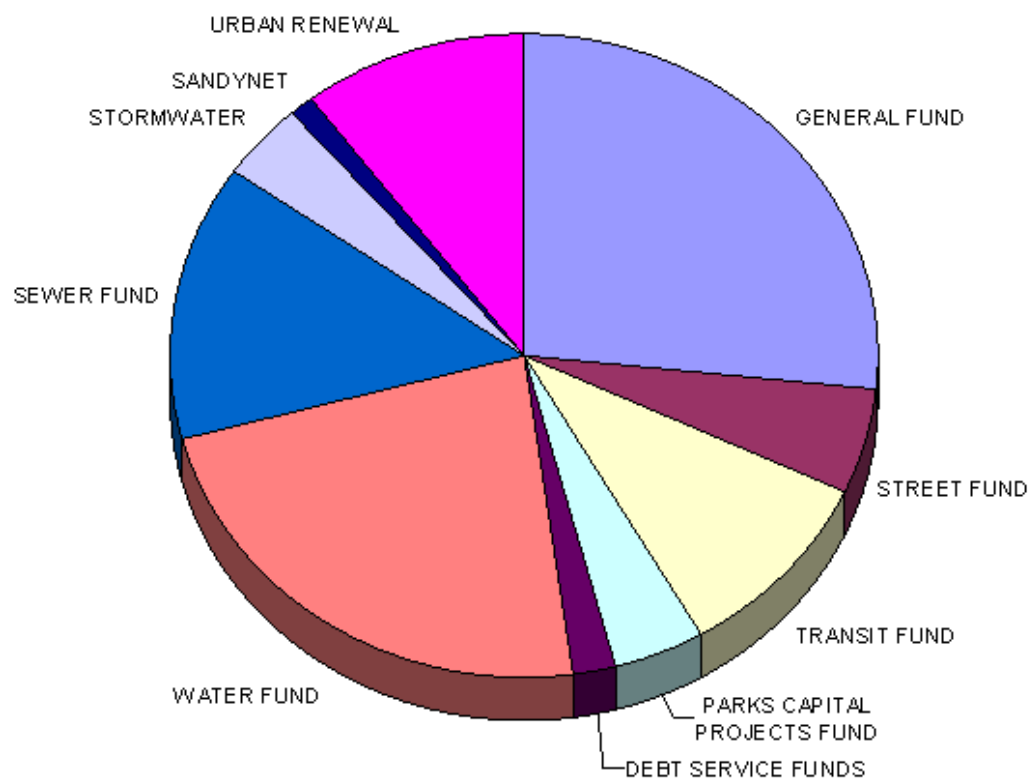
Budgets for governments are broken into **funds**, based on the sources of revenue dedicated to each service. For example, the state and city fuel taxes can only be used for street improvements and maintenance, so a separate "Street Fund" is used to account for those dollars, to keep them separate from other city operations.

- [Storm Water](#)

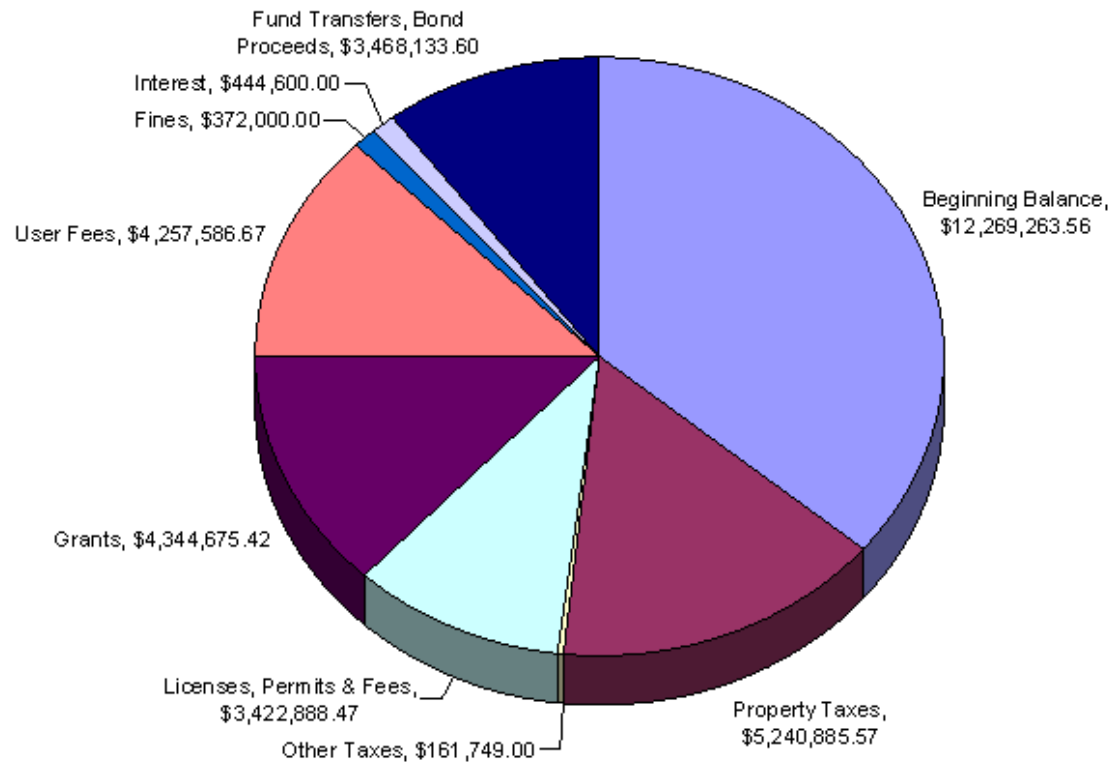
The chart below shows the relative sizes of the budget for each fund.

- [Telecommunications](#)
- [Parks Capital](#)
- [LID Capital](#)
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- [LID Debt Service](#)
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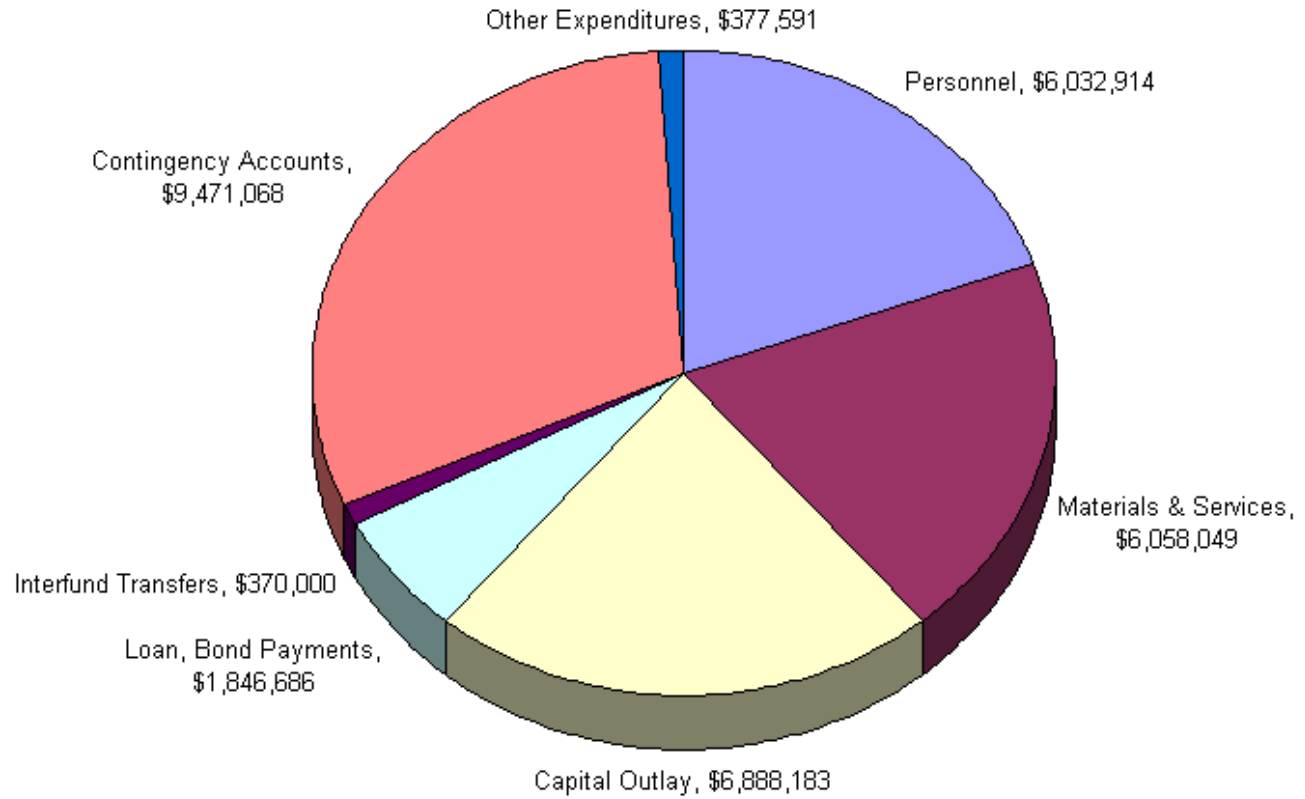


The next chart (below) shows the **sources of revenue** that support the city's 2003-05 budget. Note that in Oregon budget law, beginning fund balances are considered revenue sources.



The chart below breaks down the total biennial budget according to the **types** of expenditure. Capital outlay (for example, sewer or street projects, major equipment items) is the largest category. The "other" category includes interfund transfers and loan reserve accounts.

### TOTAL EXPENDITURES BY CATEGORY



The table below gives the past **actual** expenditures and the current and projected budget for each fund. To see more detail, follow the link on the fund name.

#### ALL FUNDS SUMMARY

1999-01 Actual	2001-03 Actual	Fund	2003-05 Budget	2005-07 Budget
-------------------	-------------------	------	-------------------	-------------------

\$5,193,766	\$6,031,795	110	<a href="#">GENERAL FUND</a>	\$7,714,134	\$9,076,979
\$1,065,789	\$3,351,422	240	<a href="#">STREET FUND</a>	\$1,875,475	\$2,172,419
\$575,247	\$1,363,103	270	<a href="#">TRANSIT FUND</a>	\$2,732,536	\$3,285,057
\$307,132	\$544,311	350	<a href="#">PARKS CAPITAL PROJECTS FUND</a>	\$1,485,561	\$1,594,116
\$0	\$0	360	<a href="#">LID CAPITAL PROJECTS FUND</a>	\$200,000	\$200,000
\$66,968	\$64,965	410	<a href="#">G. O. DEBT SERVICE FUND</a>	\$128,664	\$120,785
\$178,342	\$168,362	420	<a href="#">LID DEBT SERVICE FUND</a>	\$225,964	\$365,047
\$102,237	\$130,951	430	<a href="#">INDUSTRIAL WAY DEBT SERVICE FD</a>	\$244,134	\$218,135
\$3,822,758	\$1,338,282	520	<a href="#">WATER FUND</a>	\$6,027,816	\$7,489,812
\$1,704,464	\$1,915,747	530	<a href="#">SEWER FUND</a>	\$5,114,782	\$4,503,112
\$0	\$359	550	<a href="#">STORMWATER</a>	\$220,756	\$1,329,860
\$0	\$184,092	560	<a href="#">TELECOMMUNICATIONS</a>	\$203,170	\$450,391
\$50,839	\$570,394	720	<a href="#">URBAN RENEWAL</a>	\$1,657,161	\$3,509,654
\$13,067,542	\$15,663,782	<b>TOTAL, ALL FUNDS</b>		\$27,830,153	\$34,315,367

Year-to-year comparisons are difficult in the table above, because the **budgeted amounts** include contingency accounts (typically funded with carryover balances), while the **actual** expenditures do not include unspent contingency accounts.

The table below shows the budget for each fund **without** contingency accounts.

#### ALL FUNDS SUMMARY EXCLUDING CONTINGENCY ACCOUNTS

1999-01 Actual	2001-03 Actual		Fund	2003-05 Budget	2005-07 Budget
\$5,192,981	\$6,027,255	110	<a href="#">GENERAL FUND</a>	\$6,803,572	\$7,825,236
\$1,065,789	\$3,351,422	240	<a href="#">STREET FUND</a>	\$1,472,161	\$2,167,149
\$575,247	\$1,363,103	270	<a href="#">TRANSIT FUND</a>	\$2,582,691	\$3,019,058

\$307,132	\$544,311	350	<a href="#">PARKS CAPITAL PROJECTS FUND</a>	\$1,404,500	\$1,550,100
\$0	\$0	360	<a href="#">LID CAPITAL PROJECTS FUND</a>	\$200,000	\$200,000
\$66,968	\$64,965	410	<a href="#">G. O. DEBT SERVICE FUND</a>	\$128,664	\$120,785
\$178,342	\$168,362	420	<a href="#">LID DEBT SERVICE FUND</a>	\$225,964	\$365,047
\$102,237	\$130,951	430	<a href="#">INDUSTRIAL WAY DEBT SERVICE FD</a>	\$244,134	\$218,135
\$3,822,758	\$1,338,282	520	<a href="#">WATER FUND</a>	\$2,858,633	\$3,031,801
\$1,704,464	\$1,915,747	530	<a href="#">SEWER FUND</a>	\$4,349,546	\$2,352,539
\$0	\$359	550	<a href="#">STORMWATER</a>	\$211,750	\$1,311,135
\$0	\$184,092	560	<a href="#">TELECOMMUNICATIONS</a>	\$201,420	\$447,118
\$50,839	\$570,394	720	<a href="#">URBAN RENEWAL</a>	\$1,587,284	\$3,429,439
\$13,066,757	\$15,659,242	<b>TOTAL, ALL FUNDS</b>		\$22,270,319	\$26,037,542

Even with the contingency accounts excluded, the budgets of the various funds may show large year-to-year differences due to one-time expenditures for equipment or improvements. For example, in the 2001-03 biennium, the water fund included a major upgrade of the water treatment system, and the street fund included the Dubarko Road grant project. In the 2003-05 biennium, the sewer fund will include a sludge "dewatering" project. The normal **operating** budgets, however, are more stable from year to year. The operating budgets include salary and other payroll costs, supplies, contracts for services, and other recurring costs such as utilities and insurance.

The table below shows the **operating** budget for each fund.

#### ALL FUNDS SUMMARY -- OPERATING BUDGETS

1999-01 Actual	2001-03 Actual		Fund	2003-05 Budget	2005-07 Budget
\$5,083,798	\$5,777,647	110	<a href="#">GENERAL FUND</a>	\$6,460,112	\$7,355,976
\$475,973	\$553,313	240	<a href="#">STREET FUND</a>	\$846,160	\$870,919
\$474,397	\$825,625	270	<a href="#">TRANSIT FUND</a>	\$1,115,338	\$1,377,007

\$7,162	\$14,809	350	<a href="#">PARKS CAPITAL PROJECTS FUND</a>	\$18,000	\$11,100
\$0	\$0	360	<a href="#">LID CAPITAL PROJECTS FUND</a>	\$0	\$0
\$0	\$0	410	<a href="#">G. O. DEBT SERVICE FUND</a>	\$0	\$0
\$0	\$0	420	<a href="#">LID DEBT SERVICE FUND</a>	\$0	\$0
\$0	\$0	430	<a href="#">INDUSTRIAL WAY DEBT SERVICE FD</a>	\$0	\$0
\$690,912	\$882,543	520	<a href="#">WATER FUND</a>	\$983,564	\$1,217,907
\$693,712	\$1,107,443	530	<a href="#">SEWER FUND</a>	\$1,212,515	\$1,302,167
\$0	\$0	550	<a href="#">STORMWATER</a>	\$85,750	\$129,500
\$0	\$128,089	560	<a href="#">TELECOMMUNICATIONS</a>	\$106,420	\$252,518
\$34,359	\$66,936	720	<a href="#">URBAN RENEWAL</a>	\$66,039	\$58,428
\$7,460,312	\$9,356,406	<b>TOTAL, ALL FUNDS</b>		\$10,893,898	\$12,575,522

Next: [The General Fund](#)



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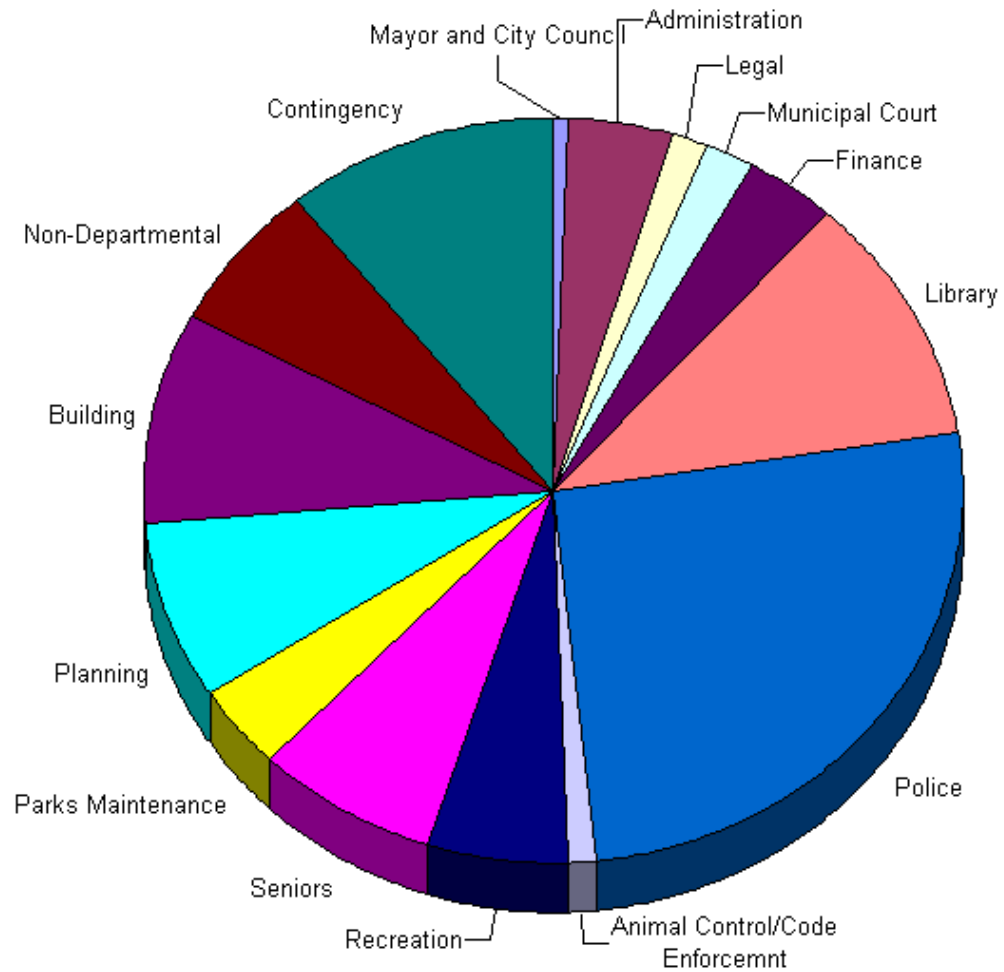
[Building](#)

[Nondepartmental](#)

The General Fund includes all services that are funded through general taxes and fees. In other words, it includes all city programs **except** those that are paid for through dedicated taxes (for example, the state and city gas taxes) or fees (for example, water fees).

Property tax is the largest source of general fund revenue, and it makes up over 40% of total revenues. Other sources of revenue include building fees, traffic fines, the city's share of county library funding, utility [franchise fees](#), etc.

The chart below shows the relative size of the budget of each department.



The table below summarizes the past actual and current budgeted expenditures for each department or program within the general fund. Note that the "Revenues" department shows no budget, since by definition there are no expenditures in that department.

To see the description and detailed budgets for each department, click on the department name link.

**BUDGETS FOR DEPARTMENTS WITHIN THE GENERAL FUND**



1999-01 Actual	2001-03 Actual		Department	2003-05 Budget	2005-07 Budget
\$0	\$0	000	<a href="#">Revenue</a>	\$0	\$0
\$24,239	\$23,410	024	<a href="#">Mayor and City Council</a>	\$42,863	\$49,780
\$345,897	\$274,484	025	<a href="#">Administration</a>	\$314,815	\$348,573
\$249,109	\$88,587	026	<a href="#">Legal</a>	\$100,000	\$130,000
\$87,179	\$162,168	027	<a href="#">Municipal Court</a>	\$120,841	\$157,075
\$112,692	\$254,967	028	<a href="#">Finance</a>	\$289,600	\$329,219
\$727,021	\$904,909	029	<a href="#">Library</a>	\$973,874	\$1,032,645
\$1,983,616	\$2,041,007	030	<a href="#">Police</a>	\$2,183,125	\$2,496,168
\$76,902	\$93,935	031	<a href="#">Animal Control/Code Enforcemnt</a>	\$109,014	\$155,130
\$295,476	\$340,450	033	<a href="#">Recreation</a>	\$409,767	\$466,942
\$391,914	\$518,136	034	<a href="#">Seniors</a>	\$559,096	\$660,515
\$139,478	\$203,907	035	<a href="#">Parks Maintenance</a>	\$325,180	\$384,411
\$0	\$368,652	036	<a href="#">Planning</a>	\$550,650	\$686,184
\$448,511	\$289,072	037	<a href="#">Building</a>	\$660,558	\$838,027
\$311,731	\$468,111	039	<a href="#">Non-Departmental</a>	\$1,074,751	\$1,342,310

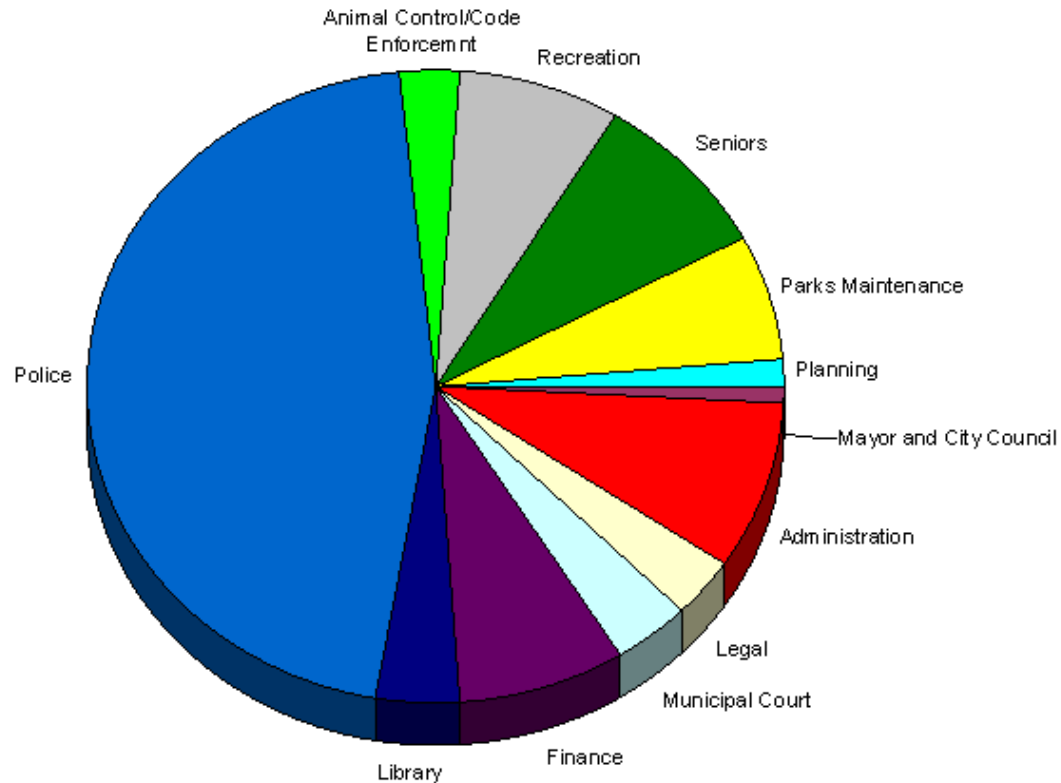
The table below gives the expenditure budgets **net of** departmental revenues. This gives a more clear picture of the amount of the department or program funded through general taxes.

#### GENERAL FUND BUDGETS NET OF REVENUES

1999-01 Actual	2001-03 Actual		Department	2003-05 Budget	2005-07 Budget
-\$5,984,233	-\$5,454,038	000	<a href="#">Revenue</a>	-\$4,703,669	-\$5,709,464
\$24,239	\$13,149	024	<a href="#">Mayor and City Council</a>	\$31,970	\$30,917
\$345,897	\$257,381	025	<a href="#">Administration</a>	\$303,457	\$336,567
\$249,109	\$88,587	026	<a href="#">Legal</a>	\$100,000	\$130,000
\$87,179	\$157,168	027	<a href="#">Municipal Court</a>	\$113,574	\$127,303
\$112,692	\$234,357	028	<a href="#">Finance</a>	\$289,600	\$321,477
-\$15,604	-\$320,970	029	<a href="#">Library</a>	\$0	\$240,000
\$1,307,523	\$1,532,926	030	<a href="#">Police</a>	\$1,773,671	\$2,056,370

\$76,902	\$76,635	031	<a href="#">Animal Control/Code Enforcement</a>	\$87,170	\$155,130
\$170,110	\$197,815	033	<a href="#">Recreation</a>	\$246,351	\$291,205
\$173,956	\$236,928	034	<a href="#">Seniors</a>	\$316,992	\$351,243
\$139,478	\$192,058	035	<a href="#">Parks Maintenance</a>	\$325,180	\$320,596
-\$232,660	-\$429,870	036	<a href="#">Planning</a>	\$90,953	\$56,347
-\$67,040	-\$813,786	037	<a href="#">Building</a>	-\$50,000	-\$50,000
\$311,731	\$468,111	039	<a href="#">Non-Departmental</a>	\$1,074,751	\$1,342,310

The chart below shows the relative sizes of the general fund departments **net of** revenues (and excluding the "nondepartmental" budget, which mostly includes one-time expenditures of the beginning fund balance).



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<b>Department/Program:</b>	<b>000 General Revenues</b>
<b>Fund:</b>	<b>110 General Fund</b>

Where appropriate, the city allocates General Fund revenues to the department that generates the revenue. Examples include building permits, recreation fees, and library fines. Other revenues, such as general taxes, aren't attributable to a specific department, and they are shown here. The notes accompanying the revenue line items provide information on the basis of the revenue or assumptions used in estimating it.

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
\$2,660,168	\$1,661,970	401000	GF Beg. Working Capital	\$818,855	\$951,055	<a href="#">Note</a>
\$2,070,087	\$2,549,489	410100	GF Current Yr Property Tax	\$2,680,154	\$3,306,402	<a href="#">Note</a>
\$72,319	\$27,497	410200	GF Delinquent Property Tax	\$36,311	\$0	<a href="#">Note</a>
\$29,464	\$28,953	411100	GF Transient Room Tax	\$31,000	\$28,000	<a href="#">Note</a>
\$197,840	\$274,643	431001	GF Franchise Fee -PGE/Enron	\$250,000	\$323,154	<a href="#">Note</a>
\$82,572	\$77,554	431002	GF Franchise Fee - GTE	\$85,000	\$64,000	<a href="#">Note</a>
\$13,373	\$14,235	431003	GF Franchise Fee - garbage	\$13,000	\$54,810	<a href="#">Note</a>
\$30,870	\$46,840	431004	GF Franchise Fee - cable	\$40,000	\$40,000	<a href="#">Note</a>
\$64,402	\$89,887	431005	GF Franchise Fee -- NW Gas	\$80,000	\$107,718	<a href="#">Note</a>
\$75,552	\$73,401	432100	GF Business License	\$76,000	\$87,506	<a href="#">Note</a>
\$2,080	\$1,600	432400	GF Liquor Licenses	\$1,500	\$2,000	<a href="#">Note</a>
\$85,427	\$101,050	441110	GF State Shared - Liquor	\$101,652	\$118,276	<a href="#">Note</a>
\$69,615	\$63,758	441120	GF State Shared - Rev. Shar	\$62,000	\$71,040	<a href="#">Note</a>
\$21,452	\$22,460	441130	GF State Shared - Cig. Tax	\$21,165	\$22,760	<a href="#">Note</a>
\$60	\$0	441462	GF Parks Master Plan grant	\$0	\$0	
\$5,497	\$0	441464	GF Downtwon Plaza MHEA gran	\$0	\$0	
\$8,055	\$0	441465	GF Transit Stategic Plan gr	\$0	\$0	
\$29,198	\$0	442300	GF County - Diversion Grant	\$0	\$0	
	\$5,551	454400	GF Erosion Control Plan Reveiw	\$0	\$0	
	\$246	454500	GF City Adm. Fee	\$0	\$0	
\$20,564	\$28,344	455100	GF Lien Search Fees	\$20,000	\$23,000	<a href="#">Note</a>
\$170,811	\$65,872	471100	GF Interest	\$60,000	\$60,000	<a href="#">Note</a>
\$4,110	\$2,410	475501	GF Adopt A Basket	\$3,000	\$2,500	<a href="#">Note</a>
\$2,017	\$14,382	478000	GF Miscellaneous	\$2,000	\$20,000	

	\$92	479000	GF Surplus Property Sales	\$0	\$0	
\$48,855	\$63,079	490240	GF Transfer from Street Fd	\$66,864	\$82,230	<a href="#">Note</a>
\$23,251	\$54,738	490270	GF Transfer from Transit Fd	\$58,022	\$88,051	<a href="#">Note</a>
\$12,480	\$13,623	490272	GF Transf fr Urban Renewal	\$14,440	\$16,111	<a href="#">Note</a>
\$93,806	\$74,285	490520	GF Transfer from Water Fd	\$78,742	\$106,844	<a href="#">Note</a>
\$90,309	\$98,079	490530	GF Transfer from Sewer Fd	\$103,964	\$116,872	<a href="#">Note</a>
	\$0	490550	GF Transfer from Stormwater	\$0	\$17,135	<a href="#">Note</a>
<b>\$5,984,233</b>	<b>\$5,454,038</b>		<b>TOTAL REVENUES</b>	<b>\$4,703,669</b>	<b>\$5,709,464</b>	
<b>-\$5,984,233</b>	<b>-\$5,454,038</b>		<b>TOTAL NET BUDGET</b>	<b>-\$4,703,669</b>	<b>-\$5,709,464</b>	

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<b>Department/Program:</b> 024 City Council
<b>Fund:</b> 110 General Fund

The City Council consists of a Mayor elected at large for a two year term, and six Council members elected at large for four year terms. The Council selects from among its members a Council President, who presides over City Council meetings in the Mayor's absence. The positions are nonpartisan and members serve without pay. The City Council meets on the first and third Mondays of each month, and individual members represent the city on a variety of committees and intergovernmental boards.

PAST GOALS	ACCOMPLISHMENTS
See the <a href="#">Council Goals Status Report</a> for a summary of progress toward current goals.	

## OBJECTIVES FOR THE NEXT BIENNIUM

See the [2005-07 Council Goals](#) statement.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$1,223	\$1,329	601100 GFcc Supplies	\$1,600	\$1,600
\$839	\$185	601200 GFcc Postage	\$1,500	\$1,500
	\$101	601300 GFcc Printing	\$0	\$300
\$2,778	\$1,796	601400 GFcc Copier charges	\$3,000	\$2,000
\$2,818	\$5,948	601500 GFcc Public Notices	\$3,000	\$3,000
	\$15	601600 GFcc Organizational Fees	\$1,000	\$0
\$105	\$117	601700 GFcc Memberships	\$0	\$500
	\$0	601800 GFcc Books and subscriptions	\$200	\$200
\$9,077	\$4,240	602200 GFcc Conferences	\$12,000	\$12,000
\$814	\$374	602300 GFcc Training, Prof. Advmnt.	\$1,200	\$500
	\$423	602500 GFcc Meetings & Meals	\$0	\$600
\$80	\$1,112	603100 GFcc Mileage Reimbursement	\$100	\$1,500
	\$245	604100 GFcc Repair and Maintenance	\$400	\$200
\$74	\$180	605100 GFcc Contractual Services	\$0	\$0

[Note](#)

\$0	\$0	607100	GFcc Utilities SandyNet	\$0	\$10,080
\$1,132	\$1,101	624100	GFcc Clackamas Cities Dinners	\$960	\$1,000
\$1,323	\$606	624200	GFcc Council Work Sessions	\$1,000	\$2,000
\$892	\$628	624300	GFcc Mayor and Council expense	\$400	\$0
\$2,410	\$1,832	624600	GFcc Prog. - Volunteer Recogn.	\$2,800	\$2,800 <a href="#">Note</a>
\$475	\$3,178	740000	GFcc Furniture and Office Eq.	\$5,000	\$0
\$200	\$0	951000	GFcc Council Dept Contingency	\$8,703	\$10,000 <a href="#">Note</a>
<b>\$24,239</b>	<b>\$23,410</b>		<b>TOTAL EXPENDITURES</b>	<b>\$42,863</b>	<b>\$49,780</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$10,261	401100	City Council begining balance	\$10,893	\$18,863	<a href="#">Note</a>
<b>\$0</b>	<b>\$10,261</b>		<b>TOTAL REVENUES</b>	<b>\$10,893</b>	<b>\$18,863</b>	
<b>\$24,239</b>	<b>\$13,149</b>		<b>TOTAL NET BUDGET</b>	<b>\$31,970</b>	<b>\$30,917</b>	

Next program: [administration](#)


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<b>Department/Program:</b>	<b>025 Administration</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Administration Department includes the city manager and support staff. The responsibilities of the department include day-to-day management of the city; converting City Council goals into action; managing city contracts, franchise agreements and grant projects, responding to citizen inquiries and complaints, working with state and federal elected officials and departments, managing city records, and thriving on chaos.

PAST GOALS	ACCOMPLISHMENTS
<b>Council goal:</b> Adopt an Economic Development Strategy.	See the <a href="#">Economic Development Strategy</a> .
<b>Council goal:</b> Take a proactive approach to neighborhood outreach. This includes communication with all neighborhoods in the city, whether or not they are formally organized. Invite neighborhood leaders to a Neighborhood Summit.	Council members assigned themselves as liaisons to various parts of the city, and meetings were held with all eight neighborhood areas in 2004.
<b>Council goal:</b> Work with Clackamas County on enforcement of illegal trash dumping regulations.	The County has added code enforcement staff for this.

## OBJECTIVES FOR THE NEXT BIENNIUM

### Council goals:

- Complete downtown projects per the Urban Renewal Plan.
- Explore the feasibility of an office building featuring executive suites.
- Pursue creation of a downtown public plaza.
- Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$257,436	\$211,297	511100	GFadm Salaries	\$210,927	\$226,874
\$98	\$0	521000	GFadm Payroll Taxes/Benefits	\$0	\$0
\$31,544	\$15,719	521100	GFadm Benefits City pd M&D	\$27,551	\$30,498
\$19,090	\$18,248	521200	GFadm Benefits City pd FICA/me	\$15,946	\$17,359
\$9,041	\$3,615	521300	GFadm Benefits City pd PERS	\$28,147	\$36,703
\$8,908	\$10,489	521360	GFadm Benefits City pd Df.Comp	\$0	\$0



\$459	\$114	521400	GFadm Benefits City pd LifeIns	\$146	\$4,992	
\$287	\$285	521600	GFadm Pr tax Unemployment	\$1,512	\$1,653	
\$392	\$0	521700	GFadm Pr tax Tri-Met	\$0	\$0	
\$1,386	\$1,209	521800	GFadm Pr tax Workers Comp	\$546	\$580	
\$0	\$14	522100	GFadm FlexPd-Service Charge	\$0	\$0	
\$2,471	\$593	601100	GFadm Supplies	\$800	\$800	
\$364	\$1,421	601200	GFadm Postage	\$1,200	\$1,000	
\$332	\$0	601300	GFadm Printing	\$0	\$0	
\$356	\$502	601400	GFadm Copier charges	\$400	\$500	
\$2,880	\$2,046	601700	GFadm Memberships	\$1,500	\$2,000	
\$370	\$422	601800	GFadm Books and Subscriptions	\$250	\$250	
\$5,349	\$3,505	602200	GFadm Conferences	\$6,000	\$6,000	Note
\$480	\$72	602300	Gfadm Training, Prof. Adv.	\$600	\$5,114	Note
	\$206	602500	GFadm Meetings & Meals	\$300	\$250	
\$2,416	\$2,390	603100	GFadm Mileage reimbursement	\$8,400	\$8,400	
\$118	\$210	604100	GFadm Repair and Maintenance	\$250	\$200	
\$198	\$237	607100	GFadm Utilities	\$300	\$380	
	\$50	610200	GFadm Bank Charges	\$40	\$20	
\$914	\$0	740000	GFadm Furniture & Office Equip	\$0	\$0	
\$1,009	\$1,838	740100	GFadm Computer Equipment	\$0	\$0	
	\$0	951000	GFadm Adm. Dept. Contingency	\$10,000	\$5,000	Note
<b>\$345,897</b>	<b>\$274,484</b>		<b>TOTAL EXPENDITURES</b>	<b>\$314,815</b>	<b>\$348,573</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$17,103	401100	GF adm Beginning Balance	\$11,358	\$12,006	Note
<b>\$0</b>	<b>\$17,103</b>		<b>TOTAL REVENUES</b>	<b>\$11,358</b>	<b>\$12,006</b>	
<b>\$345,897</b>	<b>\$257,381</b>		<b>TOTAL NET BUDGET</b>	<b>\$303,457</b>	<b>\$336,567</b>	

## STAFF

1999-01 Actual	2001-03 Actual		Position	2003-05 Budget	2005-07 Budget
0.93	0.93		City Manager	0.93	0.93
0	0.4		Clerk/Receptionist	0.2	0.34
0.2	0.2		Court Clerk	0.2	0.2
0.9	0		Pblc Svc Ctr Mgr	0	0
0.2	0.2		Permit Clerk	0.2	0.2
0.2	0.1		Secretary	0.3	0
0.2	0		Utility Clerk	0	0.2
<b>2.63</b>	<b>1.83</b>		<b>TOTAL STAFF</b>	<b>1.83</b>	<b>1.87</b>

*Next program: [City Attorney](#)*

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<b>Department/Program:</b> 026 City Attorney
<b>Fund:</b> 110 General Fund

The city contracts with the firm of Beery, Elsner & Hammond for city attorney services. The base contract calls for up to 25 hours per month, including attendance at the first council meeting of the month, and planning commission meetings. Additional time is billed on an hourly basis.

Legal services include developing city ordinances and resolution, enforcement of city codes, defense against lawsuits, and legal advice to the City Council and staff.

**BUDGET NOTE:** Beginning in the 2001-03 biennium, City Attorney costs have been allocated to departments where appropriate, based on billing statements. This budget reflects the cost of general legal services.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
-\$188	\$0	601100 GFleg Supplies	\$0	\$0
\$96	\$11	601200 GFleg Postage	\$0	\$0
\$23	\$5	601400 GFleg Copier charges	\$0	\$0
\$93,164	\$33	608100 GFleg City Attorney	\$0	\$0
\$152,930	\$12,005	608101 GFleg City Attorney -Ortiz lit	\$0	\$0 <a href="#">Note</a>
	\$76,532	608102 GFleg City Attorneys	\$100,000	\$130,000 <a href="#">Note</a>
\$3,083	\$0	626100 GFleg Ordinance Codification	\$0	\$0 <a href="#">Note</a>
<b>\$249,109</b>	<b>\$88,587</b>	<b>TOTAL EXPENDITURES</b>	<b>\$100,000</b>	<b>\$130,000</b>

## REVENUES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
No records returned.				
<b>\$0</b>	<b>\$0</b>	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>
<b>\$249,109</b>	<b>\$88,587</b>	<b>TOTAL NET BUDGET</b>	<b>\$100,000</b>	<b>\$130,000</b>

*Next program: [Municipal Court](#)*


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<b>Department/Program:</b>	<b>027 Municipal Court</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Sandy Municipal Court under direction of Karen Brisbin, Presiding Judge, processes traffic infractions and code violations (other crimes are handled by the county court in Oregon City). Court is held on Tuesday mornings, three times a month. The number of citations handled by the court has increased substantially since 1985.

PAST GOALS	ACCOMPLISHMENTS
Upgrade the court software system.	Done in 2004.

#### OBJECTIVES FOR THE NEXT BIENNIUM

Substantially reduce the number of outstanding uncollected citations.

#### BUDGET NOTES

For ease of administration, all traffic citation revenue is allocated to the Police Department. This revenue exceeds the cost of operating the Municipal Court. State and County assessments reduce the amount of net fine revenue the city keeps; beginning in 2003-05, these expenses have also been allocated to the Police budget.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$53,014	\$58,639	511100 GFmc Salaries	\$68,034	\$76,251
	\$33	511200 GFmc Overtime	\$0	\$0
\$9,455	\$5,961	521100 GFmc Benefits City pd M & D	\$15,808	\$17,404
\$3,962	\$9,333	521200 GFmc Benefits City pd FICA/med	\$5,137	\$5,840
\$4,371	\$5,216	521300 GFmc Benefits City pd PERS	\$9,076	\$12,354
\$69	\$69	521400 GFmc Benefits City pd Life Ins	\$84	\$405
\$46	\$32	521600 GFmc Pr tax Unemployment	\$487	\$558
\$80	\$0	521700 GFmc Pr tax Tri-met	\$0	\$0
\$321	\$309	521800 GFmc Pr tax Workers Comp.	\$225	\$258
\$0	\$58	522100 GFmc FlexPd-Service Charge	\$0	\$0
\$1,486	\$1,830	601100 GFmc Supplies	\$2,000	\$1,500
\$2,156	\$1,858	601200 GFmc Postage	\$2,000	\$1,700
	\$92	601300 GFmc Printing	\$0	\$600
\$380	\$274	601400 GFmc Copier charges	\$400	\$300
\$220	\$325	601700 GFmc Memberships	\$500	\$300

	\$54	601800	GFmc Books and Subscriptions	\$100	\$100
\$561	\$461	602200	GFmc Conferences	\$600	\$880
	\$0	602300	GFmc Training, Prof. Advancemt	\$100	\$0
\$165	\$73	603100	GFmc Mileage Reimbursement	\$150	\$390
	\$0	604100	GFmc Repairs and Maintenance	\$500	\$135
\$660	\$0	605100	GFmc Contractual Services	\$0	\$1,400
\$9,120	\$7,710	608300	GFmc Municipal Court Judge	\$10,000	\$11,200 <a href="#">Note</a>
\$0	\$69,787	627100	GFmc State/County Court Assmts	\$0	\$0
\$838	\$0	740000	GFmc Furniture and Office Eq.	\$0	\$2,000
\$274	\$54	740100	GFmc Computer equipment	\$5,000	\$3,500 <a href="#">Note</a>
	\$0	951000	GFmc Mun. Court D Contingency	\$640	\$20,000 <a href="#">Note</a>
<b>\$87,179</b>	<b>\$162,168</b>		<b>TOTAL EXPENDITURES</b>	<b>\$120,841</b>	<b>\$157,075</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$5,000	401100	Municip Court Begining Balan	\$7,267	\$29,772	<a href="#">Note</a>
<b>\$0</b>	<b>\$5,000</b>		<b>TOTAL REVENUES</b>	<b>\$7,267</b>	<b>\$29,772</b>	
<b>\$87,179</b>	<b>\$157,168</b>		<b>TOTAL NET BUDGET</b>	<b>\$113,574</b>	<b>\$127,303</b>	

## STAFF

1999-01 Actual	2001-03 Actual		Position	2003-05 Budget	2005-07 Budget
0	0.1		Clerk/Receptionist	0.2	0.22
0.8	0.8		Court Clerk	0.8	0.8
0.1	0		Pblc Svc Ctr Mgr	0	0
0.05	0.05		Permit Clerk	0.05	0.05
<b>0.95</b>	<b>0.95</b>		<b>TOTAL STAFF</b>	<b>1.05</b>	<b>1.07</b>

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<b>Department/Program:</b>	<b>028 Finance</b>
<b>Fund:</b>	<b>110 General Fund</b>

The mission of the Finance Department is to provide all proper and necessary accounting, auditing, personnel and financial management services to and for the City of Sandy. These services include receipting and disbursement of City financial resources (including utilities billing/collection and payroll), sound investment of City of Sandy cash, accurate and timely recording of all financial activity, monitoring compliance with Oregon Local Budget Law, maintaining financial records, accounting for fixed assets, monitoring financial compliance with various Federal, State, and local requirements and dealing with the involved governmental agencies, and providing support to City departments and staff in areas of financial management.

PAST GOALS	ACCOMPLISHMENTS
Explore, develop and implement additional investments to increase rate of return following the City Investments Policy.	Secured the services of S.N.W Securities to invest idle funds in government bonds with the goal of increasing yield beyond that of the LGIP.
Obtain Bldg permit module from software Co. and interface with G/L.	Advantages of integration with general ledger outweighed by disadvantage of going to a more primitive building permit and planning system.
Update City personnel manual.	Done

### OBJECTIVES FOR THE NEXT BIENNIUM

- Explore obtaining a new insurance agent for the city or procuring insurance coverage direct without the services of an agent.
- Work with software provider to develop software capable of handling a biennial budget.

### EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$68,182	\$177,958	511100 GFfin Salaries	\$189,070	\$212,281
\$7,483	\$11,570	521100 GFfin Benefits City pd M & D	\$30,110	\$34,462
\$0	\$2,418	521150 GFfin Benefits Kaiser City PD	\$0	\$0
\$5,213	\$17,122	521200 GFfin Benefits City pd FICA/me	\$14,280	\$16,240
\$3,005	\$15,842	521300 GFfin Benefits City pd PERS	\$25,160	\$34,390
	\$6,636	521360 GFfin Benefits City pd Df.Comp	\$0	\$0
\$71	\$174	521400 GFfin Benefits City pd LifeIns	\$160	\$756
\$68	\$178	521600 GFfin Pr tax Unemployment	\$1,360	\$1,550

\$98	\$0	521700	GFfin Pr tax Tri-Met	\$0	\$0
\$381	\$855	521800	GFfin Pr tax Workers Comp.	\$640	\$720
\$0	\$72	522100	GFfin FlexPd-Service Charge	\$0	\$0
\$3,058	\$3,015	601100	GFfin Supplies	\$4,000	\$4,600
\$1,437	\$1,919	601200	GFfin Postage	\$2,000	\$2,000
\$2,095	\$2,152	601300	GFfin Printing	\$2,000	\$1,000
\$842	\$878	601400	GFfin Copier charges	\$1,000	\$600
\$323	\$1,291	601500	GFfin Public Notices	\$1,300	\$300
\$575	\$0	601600	GFfin Organizational Fees	\$750	\$600
\$1,069	\$655	601700	GFfin Memberships	\$600	\$600
\$829	\$443	601800	GFfin Books and Subscriptions	\$620	\$500
\$1,937	\$1,047	602200	GFfin Conferences	\$2,000	\$2,500 <a href="#">Note</a>
\$2,064	\$2,107	602300	GFfin Training, Prof. Adv.	\$2,500	\$2,000
	\$87	602500	GFfin Meetings & Meals	\$200	\$300
\$751	\$667	603100	GFfin Mileage Reimbursement	\$600	\$700
\$1,770	\$1,284	604100	GFfin Repairs and Maintenance	\$2,000	\$1,500
\$5,476	\$3,959	605100	GFfin Contractual Services	\$5,000	\$6,000
\$750	\$1,650	609100	GFfin Insurance	\$1,650	\$2,000
\$494	\$457	628100	GFfin Bank Charges	\$600	\$200
\$0	\$0	740000	GFfin Furniture & Office Equip	\$0	\$1,000
\$4,723	\$531	740100	GFfin Computer Equipment	\$2,000	\$1,500
	\$0	951000	GFfin Finance Dept Contingency	\$0	\$920 <a href="#">Note</a>
<b>\$112,692</b>	<b>\$254,967</b>		<b>TOTAL EXPENDITURES</b>	<b>\$289,600</b>	<b>\$329,219</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$20,610	401100	Finance Beginning Balance	\$0	\$7,742 <a href="#">Note</a>	
<b>\$0</b>	<b>\$20,610</b>		<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$7,742</b>	
<b>\$112,692</b>	<b>\$234,357</b>		<b>TOTAL NET BUDGET</b>	<b>\$289,600</b>	<b>\$321,477</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0.6	Acctg. Clerk	1	1
1	1	Finance Director	1	1
<b>1</b>	<b>1.6</b>	<b>TOTAL STAFF</b>	<b>2</b>	<b>2</b>

Next Program: [Library](#)





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<b>Department/Program:</b> 029 Library
<b>Fund:</b> 110 General Fund

The Sandy Library is a community-gathering place for over 13,000 card-holding patrons. The library provides over 45,000 holdings including books, magazines, audiocassettes, videos, DVDs, compact discs, Internet access and reference assistance in a friendly, customer-oriented atmosphere. Support of the library's budget is circulation-based, and is funded through the Clackamas County general fund (formerly the library levy), fines, donations and miscellaneous fees.

For more information, see [Library Program Review](#) (2000)

PAST GOALS	ACCOMPLISHMENTS
Continue to expand the collection Continue to make work areas more efficient	As of Feb. 2005, we have increased the collection to 51,312. This figure does not include periodicals
Increase number of public Internet stations Establish database stations at locations around the library	We have increased the number of Internet computers to 11, adding the 7 Thin client stations (a gift from the Friends). We have established 6 catalog stations positioned around the library
Enhance Young Adult area with new furniture and artwork, explore possibility of providing after school programs for this age group	Shelving has been added to the YA area, as well as artwork donated by Starseed Foundation. We have had success with two new programs, Spring Classics and Teen Reading

#### OBJECTIVES FOR THE NEXT BIENNIUM

- Maintain excellent service practices, in spite of decreased hours and funding levels.
- Establish Internet and software program training classes to increase technology confidence in library staff, so that our service to patrons will be more consistent.
- Continue the development of programs for children

#### BUDGET NOTES:

With the failure of the November 2004 library operating levy measure, Clackamas County is cutting back substantially on the funds distributed to the libraries that serve county residents, including the Sandy Library. Taxpayers are still paying property tax that was previously allocated to libraries, but the Board of County Commissioners has decided to allocate these funds to other county services. The 2005-07 budget reflects a significant reduction in staff levels and hours of operation, and some reduction in the books & other library materials budget.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget	
\$402,225	\$431,786	511100	GFlib Salaries	\$469,107	\$534,104	<a href="#">Note</a>
\$47,058	\$63,446	521100	GFlib Benefits City pd M & D	\$97,861	\$120,616	
\$30,051	\$35,055	521200	GFlib Benefits City pd FICA/me	\$35,220	\$40,870	
\$30,371	\$31,999	521300	GFlib Benefits City pd PERS	\$58,310	\$83,490	
	\$10,593	521360	GFlib Benefits City pd Df Comp	\$0	\$0	
\$257	\$250	521400	GFlib Benefits City pd LifeIns	\$482	\$2,228	
\$409	\$439	521600	GFlib Pr tax Unemployment	\$3,380	\$3,910	
\$582	\$0	521700	GFlib Pr tax Tri-Met	\$0	\$0	
\$2,518	\$2,677	521800	GFlib Pr tax Workers Comp.	\$1,570	\$1,820	
\$45	\$200	521901	GFlib Other - drug tests	\$216	\$0	
	\$138	522100	GFlib FlexPd-Service Charge	\$0	\$0	
\$15,425	\$18,594	601100	GFlib Supplies	\$18,000	\$17,000	<a href="#">Note</a>
\$741	\$1,113	601200	GFlib Postage	\$2,000	\$1,000	<a href="#">Note</a>
\$1,513	\$344	601300	GFlib Printing	\$500	\$200	<a href="#">Note</a>
\$16	\$5	601400	GFlib Copier charges	\$10	\$13	<a href="#">Note</a>
	\$202	601500	GFlib Public Notices	\$0	\$0	
	\$53	601600	GFlib Organizational Fees	\$0	\$0	
\$195	\$459	601700	GFlib Memberships	\$400	\$300	
\$0	\$515	601800	GFlib Books & Subs. (NOT LIBR)	\$300	\$300	
\$312	\$294	602100	GFlib Employee Recruitment	\$500	\$0	
\$689	\$499	602200	GFlib Conferences	\$1,000	\$0	
\$370	\$333	602300	GFlib Training, Prof. Adv.	\$700	\$18,000	<a href="#">Note</a>
	\$46	602500	GFlib Meetings & Meals	\$0	\$0	
\$1,403	\$1,581	603100	GFlib Mileage Reimbursement	\$2,000	\$1,000	
\$11,781	\$13,067	604100	GFlib Repairs and Maintenance	\$7,000	\$7,000	
\$767	\$7,935	605100	GFlib Contractual Services	\$13,200	\$14,400	<a href="#">Note</a>
\$23,222	\$25,416	607100	GFlib Utilities	\$25,000	\$26,200	<a href="#">Note</a>
\$5,239	\$256	608100	GFlib Professional Services	\$1,000	\$1,200	
\$3,025	\$4,222	609100	GFlib Insurance	\$5,000	\$7,000	
\$0	\$15	628200	GFlib Visa Merchant Fee	\$0	\$100	
\$102,912	\$128,082	629101	GFlib Library Books	\$130,000	\$100,394	
\$3,678	\$6,060	629102	GFlib Library magazines	\$7,000	\$5,000	<a href="#">Note</a>
\$12,814	\$15,913	629103	GFlib Videos/DVD's	\$20,000	\$20,000	<a href="#">Note</a>
\$2,557	\$3,095	629104	GFlib Library Reference CD's	\$4,000	\$4,000	<a href="#">Note</a>
	\$934	629105	GFlib CD Rom software	\$2,000	\$2,000	
	\$2,498	629106	GFlib CD Music	\$3,000	\$5,000	
	\$5,898	629107	GFlib Audio Books	\$9,000	\$0	
	\$1,441	629108	GFlib Program-story time	\$2,000	\$3,000	
\$5,402	\$4,005	629200	GFlib Progr. -Child. State Lib	\$3,000	\$6,000	<a href="#">Note</a>
\$4,584	\$5,669	629300	GFlib Program - Summer Reading	\$6,000	\$5,000	
	\$1,170	629400	GFlib Brick Sale expenses	\$500	\$0	
	\$43,811	716020	GFlib Sidewalk Project	\$0	\$0	
	\$11,910	721009	GFlib New Roof	\$0	\$0	
	\$10,722	722101	GFlib Library Expansion proj.	\$0	\$0	
\$3,448	\$4,868	740000	GFlib Furniture & Office Eq	\$8,000	\$0	
\$13,410	\$2,761	740100	GFlib Computer Equipment	\$7,000	\$1,500	

	\$4,540	951000	GFlib Library Dept Contingency	\$29,618	\$0	<a href="#">Note</a>
<b>\$727,021</b>	<b>\$904,909</b>		<b>TOTAL EXPENDITURES</b>	<b>\$973,874</b>	<b>\$1,032,645</b>	

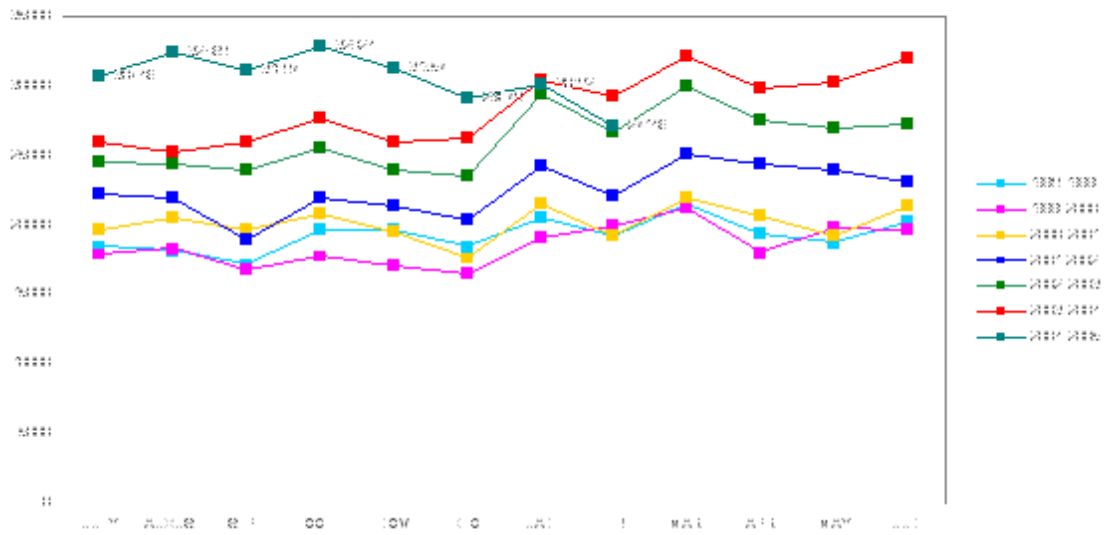
## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$469,467	401100	Library Beginning Balance	\$219,374	\$43,345	<a href="#">Note</a>
\$9,204	\$7,073	441210	GFlib State Library Grant	\$3,000	\$6,000	<a href="#">Note</a>
\$686,899	\$691,850	442100	GFlib County - Library Levy	\$700,000	\$660,000	<a href="#">Note</a>
\$36,309	\$41,750	463100	GFlib Library Fines	\$41,000	\$67,000	<a href="#">Note</a>
\$6,880	\$9,589	477100	GFlib Misc Library (copier)	\$8,500	\$16,000	<a href="#">Note</a>
	\$152	477110	GFlib Lost/Paid Items	\$0	\$0	
\$3,334	\$1,283	477200	GFlib Summer Reading Program	\$1,500	\$0	<a href="#">Note</a>
\$0	\$0	477300	GFlib Library Book Mailing	\$0	\$300	<a href="#">Note</a>
	\$4,610	477400	GFlib Brick Sales	\$500	\$0	
	\$105	479000	GFlib Surplus Sale	\$0	\$0	
<b>\$742,625</b>	<b>\$1,225,879</b>		<b>TOTAL REVENUES</b>	<b>\$973,874</b>	<b>\$792,645</b>	
<b>-\$15,604</b>	<b>-\$320,970</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$240,000</b>	

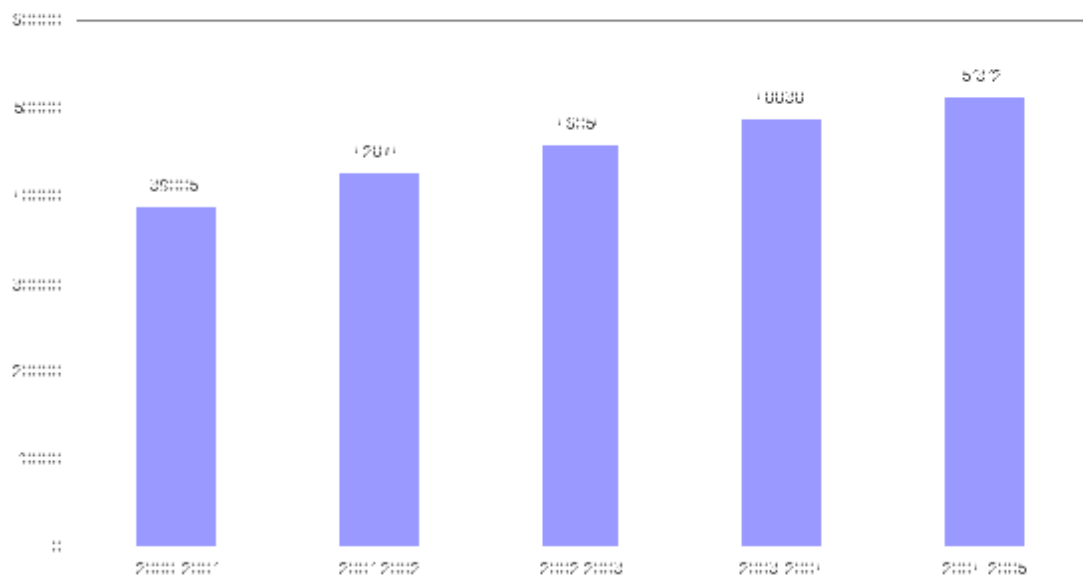
## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0	Children's Librarian	0.74	0.6
0	0	Lib. Catalog Specialist	0.6	0.6
4.46	5	Library Aide	3.14	1.5
0	0	Library Assistant	1.65	2
1	1	Library Director	1	1
0.6	0.88	Reference Librarian	0.88	0.88
0	0	Shelvers	0	0.5
1	1	Tech Svcs Librarian	0	0
<b>7.06</b>	<b>7.88</b>	<b>TOTAL STAFF</b>	<b>8.01</b>	<b>7.08</b>

Monthly Total Encumbrances



Low cost contracts (for category)



Next program: Police


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The Sandy Police Department is a progressive department which believes in “community policing” and strives to deliver quality personal service to Sandy residents and people visiting our community. Our officers handle criminal investigations, traffic control/enforcement, school resource functions, and code enforcement/animal control. One officer is assigned to the Clackamas County Major Crimes Team. The School Resource Officer and one patrol officer have recently started attending inter-agency street gang meetings. Currently there are six patrol officers, one school resource officer, two sergeants, a code enforcement officer, and the chief of police. Office staff consists of one full-time and one half-time position. On average, there are 12 reserve officers and six explorers who serve in a variety of support functions.

For more information, see the [Police Program Review \(2000\)](#)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Seek stable funding for the school resource officer positions.	Restructured the SRO program to cover all three Sandy schools. Allows the SRO to interact with students of all ages.
Obtain funding for the department’s participation in the county 800 MHz radio system conversions.	Through funds provided by Homeland Security Grants, the department has been able to purchase 800 MHz radios and laptop computers for the patrol cars.
Return to city owned patrol cars, upgrade patrol fleet.	During the last year the police department has reduced the number of state lease patrol vehicles by obtaining lease/purchase option cars from a local dealer.
Upgrade reserve vehicles.	We have obtained three used but serviceable cars from outside agencies.
Reduce liability in the use of lethal weapons.	Resources were used to obtain and train officers with the use of “less than lethal” weapons.

#### OBJECTIVES FOR THE NEXT BIENNIUM

- Complete transition to local lease/purchase plan for patrol vehicles.
- Apply for federal funds for infrastructure fee for transition to the 800 MHz radio system
- Develop staff as topic specific instructors for in-house training needs and partner with other agencies for additional training.
- Research additional less-than-lethal alternatives.
- Expand participation in inter-agency teams.
- Conduct full-scale critical incident exercise with county, state, and federal resources.

#### BUDGET NOTES

Revenues such as 911 fees and the Diversion Grant are unstable due to the current economy. Traffic revenues (municipal court fines) should increase back to normal levels, as an officer will return to the neighborhood traffic safety position at the beginning of this biennium.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$829,146	\$1,126,764	511100	GFpol Salaries	\$1,112,802	\$1,232,314
\$164,999	\$0	511105	GFpol Progr. Sal. - COPS FAST	\$0	\$0
\$106,362	\$103,259	511200	GFpol Overtime	\$112,473	\$115,000
	\$0	511400	GFpol Police Holiday pay	\$9,842	\$0
\$117,093	\$122,939	521100	GFpol Benefits City pd M & D	\$173,133	\$217,646
\$82,473	\$101,610	521200	GFpol Benefits City pd FICA/me	\$92,660	\$103,360
\$89,618	\$109,415	521300	GFpol City pd PERS 9.25%	\$163,520	\$270,320
	\$6,951	521360	GFpol Benefits City pd Df Comp	\$0	\$0
\$882	\$980	521400	GFpol Benefits City pd LifeIns	\$920	\$4,726
\$1,107	\$1,180	521600	GFpol Pr tax Unemployment tax	\$8,800	\$9,820
\$1,586	\$0	521700	GFpol Pr tax Tri-Met	\$0	\$0
\$51,816	\$54,284	521800	GFpol Pr tax Workers Comp.	\$52,950	\$64,070
\$58	\$152	521901	GFpol Other - drug tests	\$0	\$0
\$0	\$42	522100	GFpol FlexPd-Service Charge	\$0	\$0
\$24,504	\$24,717	601100	GFpol Supplies	\$21,000	\$22,012
\$2,648	\$2,964	601200	GFpol Postage	\$2,000	\$2,400
\$943	\$2,036	601300	GFpol Printing	\$800	\$1,150
\$1,230	\$1,043	601400	GFpol Copier charges	\$1,100	\$1,200
\$25	\$238	601500	GFpol Public Notices	\$0	\$0
	\$24	601600	GFpol Organizational Fees	\$0	\$0
\$2,171	\$2,432	601700	GFpol Memberships	\$2,000	\$1,200
\$2,224	\$2,463	601800	GFpol Books & Subscriptions	\$800	\$700
\$12,974	\$9,741	601900	GFpol Uniforms	\$6,000	\$6,800
	\$1,722	602000	GFpol Uniform Cleaning	\$600	\$2,000
\$0	\$535	602050	GFpol Police Boot Allowance	\$0	\$2,100
\$452	\$164	602100	GFpol Employee Recruitment	\$0	\$800
\$5,795	\$5,654	602200	GFpol Conferences	\$6,000	\$2,300
\$7,486	\$6,361	602300	GFpol Training, Prof. Adv.	\$6,000	\$4,800
	\$844	602500	GFpol Meetings & Meals	\$425	\$400
\$6,462	\$12,242	603100	GFpol Mileage Reimbursement	\$12,000	\$800
\$16,666	\$6,675	603200	GFpol Vehicle - fuel	\$12,000	\$21,000
\$92,469	\$90,884	603300	GFpol Vehicle - State lease	\$95,000	\$0 <a href="#">Note</a>
\$0	\$0	603350	GFpol Vehicle Lease	\$0	\$85,000
\$31,834	\$22,361	603500	GFpol Vehicle - repairs	\$20,000	\$23,000
\$36,528	\$24,600	604100	GFpol Repairs and Maintenance	\$20,000	\$20,000
\$0	\$0	605100	GFpol Contractural Services	\$0	\$10,000
	\$1,095	606100	GFpol Equipment Rental	\$0	\$0
\$23,691	\$25,771	607100	GFpol Utilities	\$27,000	\$30,000
	\$8,839	608100	GFpol Professional Services	\$0	\$2,000
\$19,734	\$22,666	609100	GFpol Insurance	\$24,000	\$27,000
\$108,852	\$6,007	627100	GFpol State/County Court Assmt	\$80,000	\$75,000 <a href="#">Note</a>
	\$92	628100	GFpol Bank Finance Charges	\$0	\$0
\$2,173	\$7,571	630100	GFpol Ammunition/range practic	\$2,000	\$4,500
\$2,675	\$3,429	630200	GFpol Police Chaplain	\$3,000	\$3,000
\$85,632	\$88,464	630300	GFpol Police County Dispatch	\$100,000	\$105,000 <a href="#">Note</a>
\$327	\$2,256	630400	GFpol Crime Prevention	\$0	\$2,000

\$8,670	\$8,076	630500	GFpol Drug Forfeitures	\$2,000	\$0
\$95	\$316	630600	GFpol Police Explorers	\$300	\$400
\$5,400	\$1,327	630700	GFpol Investigation	\$800	\$1,200
	\$1,925	630750	GFpol Police Detoxification	\$0	\$550
\$2,602	\$1,058	630800	GFpol Police Reserves	\$1,200	\$1,800
\$136	\$0	630900	GFpol Thumbprint program	\$0	\$0
\$1,003	\$2,694	740000	GFpol Furniture & Office Eq	\$0	\$0
\$21,607	\$5,534	740100	GFpol Computer Equipment	\$3,000	\$3,000
	\$8,614	740150	GFpol Law Enf Block Grant Equi	\$7,000	\$7,000
\$11,471	\$0	750000	GFpol Vehicles	\$0	\$0
	\$0	951000	GFpol Police Dept Contingency	\$0	\$8,800 <a href="#">Note</a>
<b>\$1,983,616</b>	<b>\$2,041,007</b>		<b>TOTAL EXPENDITURES</b>	<b>\$2,183,125</b>	<b>\$2,496,168</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$86,877	401100	Police Beginning Balance	-\$2,096	\$1,059	<a href="#">Note</a>
\$164,999	\$0	440100	GFpol COPS FAST grant	\$0	\$0	
\$43,765	\$47,248	441140	GFpol State Shared - 9 1 1	\$50,000	\$63,789	<a href="#">Note</a>
\$14,637	\$17,338	441330	GFpol Misc. grants - Police	\$14,000	\$14,000	
	\$35,000	442300	GFpol County - Diversion Gran	\$0	\$10,000	<a href="#">Note</a>
\$17,500	\$0	442701	GFpol Oregon Trail SD SROgrant	\$0	\$0	<a href="#">Note</a>
\$1,867	\$2,919	456100	GFpol Police Reports	\$2,000	\$2,600	
\$8,379	\$5,905	456300	GFpol Fingerprinting	\$6,500	\$4,200	<a href="#">Note</a>
\$20,823	\$16,978	456400	GFpol Vehicle Impound	\$18,000	\$12,000	
	\$90	456500	GFpol Police Witness Fees	\$50	\$150	
	\$10	456700	GFpol Police Thumbprint Prog.	\$0	\$0	
\$17,228	\$0	456800	GFpol Police Asset Forfeiture	\$0	\$0	
\$362,406	\$268,717	466100	GFpol Municipal Court Fines	\$300,000	\$300,000	<a href="#">Note</a>
\$14,950	\$20,584	466200	GFpol District Court fines	\$15,000	\$25,000	
\$3,590	\$4,491	475300	GFpol Chaplain Donations	\$3,000	\$4,000	
\$5,949	\$1,896	478030	GFpol Misc - Police	\$3,000	\$3,000	
	\$30	479030	GFpol Surplus Prop - Police	\$0	\$0	
<b>\$676,093</b>	<b>\$508,081</b>		<b>TOTAL REVENUES</b>	<b>\$409,454</b>	<b>\$439,798</b>	
<b>\$1,307,523</b>	<b>\$1,532,926</b>		<b>TOTAL NET BUDGET</b>	<b>\$1,773,671</b>	<b>\$2,056,370</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	1	Lieutenant	1	0
0.28	0.28	Mechanic	0	0
0	1	Office Manager	1	1
8	9	Officer	8	8
1	1	Police Chief	1	1



1	0.5		Records Clerk/Secretary	0.5	0.5
1	0		Sergeant	0	2
<b>11.28</b>	<b>12.78</b>		<b>TOTAL STAFF</b>	<b>11.5</b>	<b>12.5</b>

Next Program: [Animal Control/Code Enforcement](#)

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<b>Department/Program:</b>	<b>031 Animal Control/Code Enforcement</b>
<b>Fund:</b>	<b>110 General Fund</b>

One non-sworn officer holds this position. Approximately 70% of the time is directed to code enforcement duties. The code officer works with the city's planning director to ensure compliance with building and sign codes. The officer is also responsible for investigation and follow-up of complaints concerning abandoned vehicles, weeds, junk in yards, and other nuisance codes. The code enforcement officer also serves as the police department representative on the city safety committee and as the municipal court bailiff. Animal control duties involve follow-up and investigation of all animal-related issues within the city.

PAST GOALS	ACCOMPLISHMENTS
Build a kennel to replace the unusable unit currently at the city shops.	Currently on hold pending a decision to relocate public works.
The Code Enforcement officer will work directly with the sign code committee, reviewing and updating the city ordinances pertaining to signs. Systems will be developed to increase compliance by our local businesses.	The sign code committee has reviewed and updated city ordinances pertaining to signs. A process has been developed to monitor ongoing compliance by local businesses.

### OBJECTIVES FOR THE NEXT BIENNIUM

- Provide code enforcement service 7 days per week.

**BUDGET NOTES** Most non-personnel costs such as office supplies are charged to the police budget.

### EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$57,575	\$67,828	511100 GFcod Salaries	\$74,129	\$99,553
\$7,003	\$6,401	521100 GFcod Benefits City pd M & D	\$15,055	\$19,731
\$4,340	\$9,702	521200 GFcod Benefits City pd FICA/me	\$5,620	\$7,610
\$4,813	\$6,193	521300 GFcod Benefits City pd PERS	\$9,900	\$22,055
\$74	\$83	521400 GFcod Benefits City pd LifeIn	\$80	\$491
\$58	\$68	521600 GFcod Pr tax Unemployment	\$540	\$730
\$85	\$0	521700 GFcod Pr tax Tri-Met	\$0	\$0
\$2,875	\$3,603	521800 GFcod Pr tax Workers Comp.	\$3,690	\$4,960
\$80	\$0	601100 GFcod Supplies	\$0	\$0

	\$28	601200	Gfcod Postage	\$0	\$0
	\$1	601400	Gfcod Copier charges	\$0	\$0
	\$28	601900	Gfcod Uniforms	\$0	\$0
	<b>\$76,902</b>	<b>\$93,935</b>	<b>TOTAL EXPENDITURES</b>	<b>\$109,014</b>	<b>\$155,130</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget
	\$17,300	401100	Code Beginning Balance	\$21,844	\$0 <a href="#">Note</a>
<b>\$0</b>	<b>\$17,300</b>		<b>TOTAL REVENUES</b>	<b>\$21,844</b>	<b>\$0</b>
<b>\$76,902</b>	<b>\$76,635</b>		<b>TOTAL NET BUDGET</b>	<b>\$87,170</b>	<b>\$155,130</b>

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
1	1	Enforcement Officer	1	1.3
<b>1</b>	<b>1</b>	<b>TOTAL STAFF</b>	<b>1</b>	<b>1.3</b>

Next Program: [Recreation](#)

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<b>Department/Program:</b> 033 Recreation
<b>Fund:</b> 110 General Fund

Sandy's quality Recreation services are built on personal growth, fun, health and fitness, family and friends.

**SANDY RECREATION: GATEWAY TO A BETTER LIFE!**

For more information, see the [Recreation Program Review](#) (2000)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Explore a public/private partnership to create a recreation/leisure activities center.	A draft agreement has been signed with Mt. Hood Athletic Club (MHAC) for gym, office and storage space for City recreation programs
Build on early success of Sandy Times cable television program	New shows are produced every 6 weeks featuring events in and around Sandy and broadcast locally and on East County cable stations
Sponsor additional special events such as a Fun Run	A successful 3 on 3 basketball tournament was introduced last year and will continue annually
Increase media coverage for department events	Recreation Guide is now on City website as well as ongoing efforts to coordinate with print media and cable television station
Illuminate the sign on the street side of the building	Solar-powered lights have been purchased and await installation
Increase target marketing for classes	Mailing lists are being developed for each class to assist in target marketing
Increase participation in Special Events such as Skatefest, Duathlon, and EASEY partnership events	Innovations are added each year to already successful events such as Skatefest and the Teen Flashlight Egg Hunt— <i>Show Me Da Bunny</i>

#### OBJECTIVES FOR THE NEXT BIENNIUM

- **Council Goal:** Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities.
- Begin operation at new MHAC site.
- Develop innovative ideas for ongoing programs (e.g. X-Box living room at Skatefest).
- Begin on-line registration for classes and programs.
- Continue with ongoing evaluations of recreation programs

#### BUDGET NOTES:

\$9,000 per year has been included in the budget for support of the Sandy Times Show; the cost balance will be paid through sponsorships. \$40,000 has been included for the City's share of custodial, utility and maintenance expenses at MHAC.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$93,624	\$94,891	511100	GFrec Salaries	\$138,601	\$147,841
	\$91	511200	GFrec Overtime	\$0	\$0
\$24,399	\$40,235	521100	GFrec Benefits City pd M & D	\$28,622	\$28,345
\$8,095	\$10,792	521200	GFrec Benefits City pd FICA/me	\$10,423	\$11,314
\$6,684	\$10,447	521300	GFrec Benefits City pd PERS	\$17,507	\$23,184
	\$7,032	521360	GFrec Benefits City pd Df Comp	\$0	\$0
\$66	\$83	521400	GFrec Benefits City pd LifeIns	\$121	\$558
\$126	\$197	521600	GFrec Pr tax Unemployment	\$1,002	\$1,077
\$192	\$0	521700	GFrec Pr tax Tri-Met	\$0	\$0
\$4,947	\$4,965	521800	GFrec Pr tax Workers Comp.	\$6,118	\$6,523
	\$240	521901	GFrec Other - drug tests	\$0	\$0
\$0	\$36	522100	GFrec FlexPd-Service Charge	\$0	\$0
\$6,070	\$3,523	601100	GFrec Supplies	\$6,500	\$5,000
\$1,347	\$718	601200	GFrec Postage	\$2,000	\$2,500
\$6,119	\$6,072	601300	GFrec Printing	\$8,000	\$10,000
\$296	\$683	601400	GFrec Copier charges	\$1,000	\$1,500
	\$436	601700	GFrec Books and Subscriptions	\$300	\$600
	\$0	601900	GFrec Uniforms	\$200	\$100
\$3,763	\$1,482	602100	GFrec Employee Recruitment	\$1,000	\$100
\$1,236	\$1,139	602200	GFrec Conferences	\$2,000	\$2,000
\$1,624	\$0	602300	GFrec Training, Prof. Adv.	\$1,000	\$1,000
	\$27	602500	GFrec Meetings & Meals	\$200	\$100
\$215	\$252	603100	GFrec Mileage reimbursement	\$1,000	\$1,000
	\$68	603200	GFrec Vehicle - fuel	\$500	\$1,000
\$145	\$0	603500	GFrec Vehicle - repairs	\$500	\$1,000
\$157	\$1,197	604100	GFrec Repairs and Maintenance	\$1,000	\$2,000
\$0	\$0	604200	GF Rec O&M Cost	\$0	\$20,000 <a href="#">Note</a>
\$11,957	\$13,226	607100	GFrec Utilities	\$15,000	\$15,000
\$4,527	\$5,540	609100	GFrec Insurance	\$7,000	\$9,000
\$42	\$85	628200	GFrec VISA Merchant Fee	\$300	\$200
\$76,726	\$72,954	633100	GFrec Program - Recreation	\$88,000	\$88,000 <a href="#">Note</a>
\$32,416	\$25,002	633200	GFrec Program -Youth Basketball	\$38,000	\$38,000
\$9,825	\$11,200	633400	GFrec Progr -Concerts in Park	\$14,000	\$14,000 <a href="#">Note</a>
	\$19,307	633500	GFrec Prog - Movies in Park	\$10,000	\$10,000 <a href="#">Note</a>
		633600	GFrec Sandy Times		\$18,000 <a href="#">Note</a>
	\$6,362	720000	GFrec Buildings	\$5,000	\$0
\$495	\$2,170	740000	GFrec Furniture & Office Eq.	\$1,500	\$6,000 <a href="#">Note</a>
		740100	GFrec Computer Equipment		\$2,000 <a href="#">Note</a>
\$385	\$0	951000	GFrec Dept Contingency	\$3,373	\$0 <a href="#">Note</a>
<b>\$295,476</b>	<b>\$340,450</b>	<b>TOTAL EXPENDITURES</b>		<b>\$409,767</b>	<b>\$466,942</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$23,008	401100	Rec Beginning Balance	\$13,416	\$18,237	<a href="#">Note</a>
\$87,706	\$99,412	436100	GFrec Recreation Fees	\$110,000	\$110,000	<a href="#">Note</a>
\$37,661	\$20,025	436110	GFrec Youth Basketball	\$40,000	\$40,000	
	\$190	437200	GFrec Change of Pace	\$0	\$0	<a href="#">Note</a>
	\$0	475601	GFrec Concerts in the Park	\$0	\$7,500	
<b>\$125,366</b>	<b>\$142,635</b>		<b>TOTAL REVENUES</b>	<b>\$163,416</b>	<b>\$175,737</b>	
<b>\$170,110</b>	<b>\$197,815</b>		<b>TOTAL NET BUDGET</b>	<b>\$246,351</b>	<b>\$291,205</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0.2	0.2	Community Services Director	0.2	0.2
0.25	0.38	Receptionist/Secretary	0.42	0.42
0.8	0.8	Recreation Supervisor	0.8	0.8
0.3	0.3	Summer Program	0.3	0.3
0.34	0.34	Van Driver	0.29	0.23
<b>1.89</b>	<b>2.02</b>	<b>TOTAL STAFF</b>	<b>2.01</b>	<b>1.95</b>

Next Program: [Senior Center](#)

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<b>Department/Program:</b>	<b>034 Senior Center</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Sandy Senior Center is a one-stop focal point center providing nutrition, transportation, recreation and social services for adults 60 years and better residing within the Oregon Trail School District (exclusive of the Hoodland area).

For more information, see the [Senior Center Program Review](#) (2000)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Encourage increased use of the senior center by younger retirees	Programs popular with recently retired adults include fitness classes, computer instruction, excursions to local casinos and other points of interest, painting and card playing. Coordination of client services continues to be in high demand.
Add awning and lighting to west side of building	Still to be done
Install surveillance system for added building security	Improved security measures have been added
Implement an extended excursion travel program	Coordination with Collette Tours is underway
Develop a brochure advertising senior center programs and services	Brochures for specific programs are available; a monthly newsletter is mailed out or available for pick-up at the center
Continue improvements with nutrition program	Fresh salads at lunch provide a popular alternative for diners
Work with Golden Age Club to develop a New Member/Guest welcome packet	Done
Install new flooring upstairs and complete other cosmetic improvements to building	Some improvements are complete; others are pending
Develop a volunteer opportunity data base	Done

#### OBJECTIVES FOR THE NEXT BIENNIUM

As a service-based department, our staff and volunteers share the same vision in providing the highest quality service to as many citizens as possible. With participants ranging in age from their 60's to their 90's, the challenge comes in trying to meet the wide variety of needs of two generations of older adults and their families.

Specific objectives for the two-year budget period include:

- Replace carpet and window coverings upstairs and down
- Reroof original portion of building
- Develop a thriving long-distance travel program
- Continue to provide a broad range of center services appealing to all ages of older adults
- Put monthly newsletter on City's web site
- Begin on-line registration for center offerings
- Add awning and lighting to west side of building

## BUDGET NOTES

Money has been added to the budget to provide mileage reimbursement (if requested) to volunteer Meals-On-Wheels drivers.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$155,197	\$182,165	511100	GFsen Salaries	\$195,467	\$223,398
\$30,567	\$32,583	511103	GFsen Prog. Sal. -Nutrition	\$34,425	\$36,013
\$11,798	\$10,410	511104	GFsen Prog. Sal. - Alzh	\$11,873	\$12,434
	\$473	511200	GFsen Overtime	\$0	\$0
\$16,307	\$23,357	521100	GFsen Benefits City pd M & D	\$46,446	\$53,156
\$13,761	\$24,225	521200	GFsen Benefits City pd FICA/me	\$18,273	\$20,819
\$14,767	\$19,542	521300	GFsen Benefits City pd PERS	\$31,445	\$43,198
	\$4,277	521360	GFsen Benefits City pd Df Comp	\$0	\$0
\$132	\$158	521400	GFsen Benefits City pd LifeIns	\$171	\$792
	\$0	521500	GFsen Pr tax w/c day/hour tax	\$85	\$0
\$179	\$163	521600	GFsen Pr tax Unemployment	\$1,726	\$1,981
\$284	\$0	521700	GFsen Pr tax Tri-Met	\$0	\$0
\$7,936	\$12,825	521800	GFsen Pr tax Workers Comp.	\$10,849	\$12,124
\$15	\$0	521901	GFsen Other - drug tests	\$40	\$0
\$0	\$36	522100	GFsen FlexPd-Service charge	\$0	\$0
\$6,284	\$5,563	601100	GFsen Supplies	\$7,000	\$7,000
\$1,526	\$2,080	601200	GFsen Postage	\$2,000	\$2,000
\$2,168	\$1,260	601300	GFsen Printing	\$2,000	\$1,000
\$624	\$969	601400	GFsen Copier charges	\$1,000	\$2,000
\$41	\$28	601500	GFsen Public Notices	\$0	\$0
\$256	\$370	601700	GFsen Memberships	\$300	\$300
\$51	\$82	601800	GFsen Books and Subscriptions	\$100	\$0
	-\$607	602100	GFsen Employee Recruitment	\$200	\$0
\$550	\$658	602200	GFsen Conferences	\$1,000	\$1,000
\$351	\$45	602300	GFsen Training, Prof. Adv.	\$200	\$500
	\$93	602500	GFsen Meetings & Meals	\$200	\$200
\$1,112	\$223	603100	GFsen Mileage Reimbursements	\$2,000	\$2,000
\$5,282	\$3,635	603200	GFsen Vehicle - fuel	\$7,500	\$7,500
\$5,920	\$4,971	603300	GFsen Vehicle - State Lease	\$0	\$0
\$1,602	\$2,963	603500	GFsen Vehicle - repairs	\$5,000	\$5,000



\$8,615	\$7,980	604100	GFsen Repairs & Maintenance	\$10,000	\$12,000	
\$178	\$501	604110	GFsen Elevator Maintenance	\$2,500	\$3,500	
\$11,910	\$18,242	607100	GFsen Utilities	\$20,000	\$20,000	
\$4,527	\$6,610	609100	GFsen Insurance	\$7,000	\$7,500	
	\$33	628200	GFsen Visa Merchant Fee	\$150	\$100	
\$40,153	\$100,913	634100	GFsen Prog. -Senior Activities	\$90,000	\$90,000	
\$738	\$797	634200	GFsen Prog. - Alzheimers	\$1,000	\$2,000	Note
\$89	\$65	634300	GFsen Program. - Music Program	\$300	\$0	
\$48,299	\$34,450	634400	GFsen Program - Nutrition	\$46,346	\$60,000	Note
	\$4,110	720000	GFsen Buildings	\$2,000	\$25,000	Note
	\$301	723001	GFsen Comm Ctr restroom proj.	\$0	\$0	
\$495	\$6,628	740000	GFsen Furniture and Office Eq.	\$500	\$6,000	Note
		740100	GFsen Computer Equipment		\$2,000	Note
\$0	\$4,959	750000	GFsen Transportation Equip	\$0	\$0	
\$200	\$0	951000	GFsen Contingency	\$0	\$0	Note
<b>\$391,914</b>	<b>\$518,136</b>		<b>TOTAL EXPENDITURES</b>	<b>\$559,096</b>	<b>\$660,515</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$41,252	401100	Seniors beginning Balance	-\$37,896	\$14,272	Note
\$35,783	\$41,180	437100	GFsen Activity Fee	\$60,000	\$75,000	
\$115,780	\$112,072	442200	GFsen County - Sr Citizens Gr	\$140,000	\$150,000	
\$10,500	\$18,062	442210	GFsen County - Sr Disabled Gr	\$0	\$0	
\$55,894	\$68,607	475100	GFsen Nutrition Program	\$80,000	\$70,000	
	\$34	479000	GFsen Sr.Center Surplus Sale	\$0	\$0	
<b>\$217,957</b>	<b>\$281,208</b>		<b>TOTAL REVENUES</b>	<b>\$242,104</b>	<b>\$309,272</b>	
<b>\$173,956</b>	<b>\$236,928</b>		<b>TOTAL NET BUDGET</b>	<b>\$316,992</b>	<b>\$351,243</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0.7	0.7	Community Services Director	0.7	0.7
0.63	0.63	Nutrition	0.63	0.63
0.2	0.2	Program Coord.--Alzh.	0.2	0.2
0.25	0.38	Receptionist/Secretary	0.42	0.42
0.2	0.2	Recreation Supervisor	0.2	0.2
0.88	0.88	Social Services	0.88	0.88
0.29	0.29	Van Driver	0.34	0.27
<b>3.15</b>	<b>3.28</b>	<b>TOTAL STAFF</b>	<b>3.37</b>	<b>3.3</b>

Next Program: [Parks Maintenance](#)



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<b>Department/Program:</b>	<b>035 Parks Maintenance</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Parks Maintenance program (part of the Public Works Department) operates and maintains the city's developed parks. The city's parks include Meinig Memorial Park, Tupper Park, Jonsrud Viewpoint, Tickle Creek Park, Cascadia Park, Barlow Ridge Park, Sandy Bluff Park, the 124-acre Sandy River Park and (through an agreement with the Oregon Trail School District) the Bell Street Ball Fields. Hamilton Ridge Park and park land in Timberline Estates, Deer Point Subdivision, and Bornstedt Village will be added to the inventory in the next biennium. The parks maintenance workers also maintain the landscaped entry triangles in Sandy's downtown, and perform building maintenance duties.

For more information, see the [Park Maintenance Program Review \(2000\)](#)

PAST GOALS	ACCOMPLISHMENTS
Keep up with a growing inventory of active and passive park land and open space.	A seasonal parks worker was added in 2003-05, and the parks maintenance equipment was upgraded.
Complete Meinig Park improvements, including a new amphitheater, daylighting a small section of creek, and a riparian area demonstration project on No Name Creek.	A private firm was hired to design and oversee these projects, and progress has been slow. We expect to see these projects completed in 05-06.

#### OBJECTIVES FOR THE NEXT BIENNIUM

- Keep up with a growing inventory of active and passive park land and open space.

**BUDGET NOTES** The capital cost of the Meinig Park improvements will come primarily from the Park Capital Improvements Fund.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$81,223	\$97,392	511100	GFpkm Salaries	\$123,873	\$125,182
\$9,891	\$12,408	521100	GFpkm Benefits City pd M & D	\$27,945	\$27,569
\$6,198	\$7,211	521200	GFpkm Benefits City pd FICA/me	\$9,356	\$9,577
\$6,412	\$7,887	521300	GFpkm Benefits City pd PERS	\$16,006	\$19,818
	\$694	521360	GFpkm Benefits City pd Df Comp	\$0	\$0
\$81	\$92	521400	GFpkm Benefits City pd LifeIns	\$135	\$640

\$80	\$93	521600	GFpkm Pr tax Unemployment	\$884	\$914	
\$122	\$0	521700	GFpkm Pr tax Tri-Met	\$0	\$0	
\$3,784	\$4,206	521800	GFpkm Pr tax Workers Comp.	\$5,091	\$5,386	
	\$120	521901	GFpkm Other -drug tests	\$200	\$0	
\$4,568	\$6,620	601100	GFpkm Supplies	\$7,000	\$5,000	
\$10	\$5	601200	GFpkm Postage	\$30	\$0	
\$62	\$0	601300	GFpkm Printing	\$30	\$0	
\$14	\$41	601400	GFpkm Copier charges	\$30	\$0	
\$87	\$0	601500	GFpkm Public Notices	\$0	\$0	
	\$0	601700	GFpkm Memberships	\$0	\$100	
	\$0	601900	GFpkm Uniforms	\$0	\$700	
\$55	\$303	602100	GFpkm Employee Recruitment	\$100	\$200	
\$235	\$252	602300	GFpkm Training, Prof. Adv.	\$250	\$300	
\$0	\$24	602500	GFpkm Meetings & Meals	\$0	\$125	
	\$54	603100	GFpkm Mileage Reimbursement	\$50	\$50	
	\$0	603200	GFpkm Vehicle - fuel	\$1,000	\$2,000	
\$546	\$0	603300	GFpkm Vehicle - State Lease	\$900	\$900	
\$761	\$1,414	603500	GFpkm Vehicle - repairs	\$1,500	\$1,500	
\$2,066	\$14,852	604100	GFpkm Repairs & Maintenance	\$8,000	\$8,000	
	\$1,800	604200	GFpkm Nature Trail Materials	\$4,000	\$4,000	Note
\$6,272	\$3,066	605100	GFpkm Contractual Services	\$6,000	\$6,000	
\$321	\$2,505	606100	GFpkm Equipment Rental	\$1,500	\$4,000	
\$3,871	\$4,815	607100	GFpkm Utilities	\$5,000	\$10,000	
\$4,750	\$1,540	608100	GFpkm Professional Services	\$2,000	\$5,000	
\$1,588	\$2,049	609100	GFpkm Insurance	\$2,400	\$2,500	
	\$2,700	635100	GFpkm Prog. -Parks Master Plan	\$0	\$0	
\$2,000	\$3,025	635200	GFpkm Prog. - Skateboard Park	\$1,000	\$1,500	
\$1,293	\$0	715000	GFpkm Parks Imprvmnts-General	\$24,000	\$84,000	Note
\$2,107	\$5,911	715010	GFpkm Meinig Park	\$50,000	\$50,000	Note
	\$156	715011	GFpkm Meinig Park restrooms	\$400	\$400	
	\$15,200	715012	GFpkm Meinig Park Gazebo	\$1,000	\$1,000	
	\$158	715020	GFpkm Fantasy Forest	\$200	\$2,000	
\$822	\$1,060	715030	GFpkm Tupper Park	\$1,000	\$1,000	
\$262	\$11	715050	GFpkm Jonsrud Viewpoint	\$300	\$500	
	\$6,244	760000	GFpkm Machinery and Equipment	\$24,000	\$2,500	
	\$0	951000	GFpkm Parks Maint. Contingency	\$0	\$2,050	Note
<b>\$139,478</b>	<b>\$203,907</b>		<b>TOTAL EXPENDITURES</b>	<b>\$325,180</b>	<b>\$384,411</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$11,849	401100	Parks Beginning Balance	\$0	\$63,815	Note
<b>\$0</b>	<b>\$11,849</b>		<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$63,815</b>	
<b>\$139,478</b>	<b>\$192,058</b>		<b>TOTAL NET BUDGET</b>	<b>\$325,180</b>	<b>\$320,596</b>	

**STAFF**

<b>1999-01 Actual</b>	<b>2001-03 Actual</b>	<b>Position</b>	<b>2003-05 Budget</b>	<b>2005-07 Budget</b>
0.1	0.1	Comm Svcs Director	0.1	0.1
0.18	0.18	Parks Attendant	0.18	0.18
0	0	Parks Seasonal	0.5	0.5
1	1	Parks Worker	1	1
0	0	Public Works Director	0	0
<b>1.28</b>	<b>1.28</b>	<b>TOTAL STAFF</b>	<b>1.78</b>	<b>1.78</b>

Next Program: [Planning](#)



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<b>Department/Program:</b>	<b>036 Planning</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Planning & Development Department is committed to serving existing and new residents with comprehensive planning services in the belief that a growing community can remain livable, can meet the needs of its citizens and become a diverse community with jobs and housing needs met.

For more information, see [Planning & Development Program Review](#) (2000)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Refine downtown design standards in the city's development code. Draft a downtown plan map as a development/planning tool.	Underway.
<b>Council Goal:</b> Develop a tree planting program.	In process. Working toward attaining Tree City USA status.
<b>Council Goal:</b> Consider options for dealing with large vacant retail buildings, and for landscaping vacant downtown lots.	An vacant lot ordinance has been drafted and is undergoing legal review.
<b>Council Goal:</b> Complete "housekeeping" changes to the development code.	Changes to Parks, Residential Zones, and Planned Development chapters complete. Other changes in process.
<b>Council Goal:</b> Review and improve the sign code.	Done
<b>Council Goal:</b> Construct a downtown public parking lot.	Project on-hold
<b>Council Goal:</b> Explore the feasibility of an office building featuring executive suites.	Project consultant hired and project underway.
<b>Council Goal:</b> Support a full range of restaurant options for Sandy residents.	We eat out when we can.
<b>Council Goal:</b> Pursue creation of a downtown public plaza.	Preliminary design done. Agreement drafted with property owner.

**OBJECTIVES FOR THE NEXT BIENNIUM**

- Attain Tree City USA status
- Start a tree planting and management program
- Adopt an ordinance requiring landscaping or screening of vacant downtown lots
- Complete “housekeeping” changes to the development code, including tightened design standards for “big box” retail.

## BUDGET NOTES

The Planning & Development Department is carrying over a contingency account as a buffer against the inevitable slowdown in construction activity. Beginning in July of 2000, the Planning & Development Department was separated into two separate departments because of changes in state law. The Building Department has a separate budget to better track cost of providing services and to ensure that all funds received by the Building Department are expended only for building-related items.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget		
	\$163,338	511100	GFplng Salaries	\$164,671	\$185,007	
	\$12,840	521100	GFplng Benefits City pd M&D	\$26,346	\$30,153	
	\$12,505	521200	GFplng Benefits City pd FICA/m	\$7,740	\$14,148	
	\$14,913	521300	GFplng Benefits City pd PERS	\$13,658	\$29,962	
	\$7,346	521360	GFplng Benefits City pd DfComp	\$0	\$0	
	\$149	521400	GFplng Benefits City pd Lifein	\$140	\$662	
	\$218	521600	GFplng Pr tax Unemployment	\$737	\$1,356	
	\$959	521800	GFplng Pr tax Workers Comp	\$654	\$896	
	\$40	521900	GFplng Other-drug tests	\$0	\$0	
	\$2,439	601100	GFplng Supplies	\$3,500	\$4,200	
	\$2,640	601200	GFplng Postage	\$2,500	\$2,500	
	\$2,124	601300	GFplng Printing	\$2,500	\$2,000	
	\$4,131	601400	GFplng Copier Charges	\$4,000	\$4,000	
\$0	\$511	601450	GF plng Bornstedt Ville Chgs	\$1,000	\$0	
	\$4,954	601500	GFplng Public Notices	\$5,500	\$5,000	
	\$40	601600	GFplng Organizational Fees	\$0	\$0	
	\$769	601700	GFplng Memberships	\$1,000	\$1,800	
	\$126	601800	GFplng Books and Subscriptions	\$450	\$450	
	\$662	602100	GFplng Employee Recruitment	\$0	\$0	
	\$738	602200	GFplng Conferences	\$6,050	\$6,100	<a href="#">Note</a>
	\$836	602300	GFplng Training, Prof. Adv	\$2,450	\$2,450	
	\$0	602500	GFplng Meetings & Meals	\$1,000	\$500	
	\$1,139	603100	GFplng Mileage Reimbursement	\$1,200	\$1,000	
	\$10,619	605100	GFplng Contract Services	\$18,000	\$15,000	
	\$58,824	608102	GFplng City Attorneys	\$50,000	\$50,000	<a href="#">Note</a>
	\$16,717	608200	GFplng Prof Svc - Engineering	\$15,000	\$32,000	
	\$47,278	608500	GFplng Prof Svc - Planning	\$65,000	\$65,000	<a href="#">Note</a>
\$0	\$24	628200	GFplng Visa Merchant Fee	\$0	\$0	
	\$856	637302	GFplng Records Mgmt/Storage	\$1,000	\$1,000	
\$0	\$0	639610	GFplng Tree City USA	\$12,000	\$40,000	
	\$0	740000	GFplng Furniture & Office Eq.	\$4,000	\$5,000	
	\$916	740100	GFplng Computer Equipment	\$5,000	\$6,000	

	\$0	951000	GFplng Contingency	\$135,554	\$180,000	<a href="#">Note</a>
<b>\$0</b>	<b>\$368,652</b>		<b>TOTAL EXPENDITURES</b>	<b>\$550,650</b>	<b>\$686,184</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$524,283	401100	Planning Beginning Balance	\$278,197	\$413,337	<a href="#">Note</a>
\$130,252	\$128,936	434200	GFplng Permit Adm. Fee	\$100,000	\$100,000	
\$100,225	\$96,462	454100	GFplng Planning Fees	\$50,000	\$100,000	<a href="#">Note</a>
	\$22,086	454200	GFplng EC Permit 1&2 Family	\$15,000	\$15,000	
	\$21,083	454300	GFplng ZRF-SFD	\$18,000	\$15,000	
	\$12,409	454400	GFplng EC Plan Check	\$8,000	\$6,000	
	-\$11,350	466100	GFplng Refund	-\$10,000	-\$20,000	<a href="#">Note</a>
\$2,183	\$767	478100	GFplng docs/copies	\$500	\$500	
	\$3,847	478200	GFplng Reimb Prof Service	\$0	\$0	
<b>\$232,660</b>	<b>\$798,522</b>		<b>TOTAL REVENUES</b>	<b>\$459,697</b>	<b>\$629,837</b>	
<b>-\$232,660</b>	<b>-\$429,870</b>		<b>TOTAL NET BUDGET</b>	<b>\$90,953</b>	<b>\$56,347</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0.82	Associate Planner	0.82	0.82
0	0.2	Engineering Tech.	0.2	0.2
0	0.73	Planning Director	0.73	0.73
0	0.35	Secretary	0	0
<b>0</b>	<b>2.1</b>	<b>TOTAL STAFF</b>	<b>1.75</b>	<b>1.75</b>

Next Program: [Building](#)



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<b>Department/Program:</b>	<b>037 Building</b>
<b>Fund:</b>	<b>110 General Fund</b>

The Building Division is committed to serving existing and new residents with comprehensive enforcement of building, plumbing, mechanical and fire and life safety codes of the State of Oregon. This division ensures that commercial and industrial buildings, residential dwellings, and public buildings such as schools and government buildings are constructed in conformance with all regulatory codes to ensure the continued safety and well-being of all members of the community. Fees were adjusted to reflect current State of Oregon valuation data and forms revised in accordance with establishment of the Tri-County Builders Board.

PAST GOALS	ACCOMPLISHMENTS
Continue archiving of the building files in the electronic records system.	Archiving of residential permits is partially complete. Commercial permit archiving has not been started due to current staff workloads.
Continue to respond to calls for inspection within 24 hours.	This goal has been met.
Continue to meet plan review turnaround of 10 working days for residential permits and thirty days for commercial permits.	This goal has been met.

#### OBJECTIVES FOR THE NEXT BIENNIUM

- Continue archiving of the building files in the electronic records system.
- Continue to provide high quality service with quick turnaround.

#### BUDGET NOTES

The Building Department is carrying over a contingency account as a buffer against the inevitable slowdown in construction activity. The negative net balance reflects an estimated \$25,000 per year in general fund support services to the Building Department (accounting, payroll, legal services, insurance, space costs, etc.).

#### EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$265,715	\$186,087	511100 GFbldg Salaries	\$208,023	\$263,907
\$28,278	\$18,996	521100 GFbldg Benefits City pd M & D	\$35,380	\$48,792
\$20,180	\$15,623	521200 GFbldg Benefitis City pd FICA/m	\$15,936	\$20,187
\$21,410	\$16,455	521300 GFbldg Benefits City pd PERS	\$28,110	\$43,822
	\$1,119	521360 GFbldg Benefits City pd Df Com	\$1,416	\$0

\$242	\$142	521400	GFbldg Benefits City pd LifeIn	\$188	\$1,071	
\$256	\$158	521600	GFbldg Pr tax Unemployment	\$1,524	\$1,931	
\$552	\$0	521700	GFbldg Pr tax Tri Met	\$0	\$0	
\$2,431	\$2,083	521800	GFbldg Pr tax Workers Comp.	\$2,109	\$3,422	
	\$40	521901	GFbldg Other - drug tests	\$80	\$0	
\$4,947	\$2,126	601100	GFbldg Supplies	\$2,400	\$2,400	
\$1,409	\$1,350	601200	GFbldg Postage	\$1,600	\$2,000	
\$634	\$96	601300	GFbldg Printing	\$100	\$100	
\$2,256	\$540	601400	GFbldg Copier charges	\$700	\$400	
\$2,300	\$0	601500	GFbldg Public Notices	\$0	\$0	
	\$220	601600	GFbldg Organizational Fees	\$300	\$300	
\$1,418	\$1,120	601700	GFbldg Memberships	\$1,500	\$2,500	Note
\$591	\$409	601800	GFbldg Books and Subscriptions	\$300	\$700	
\$879	\$691	602200	GFbldg Conferences	\$700	\$700	
\$804	\$295	602300	GFbldg Training, Prof. Adv.	\$2,000	\$2,000	
	\$20	602500	GFbldg Meetings & Meals	\$0	\$0	
\$3,646	\$4,077	603100	GFbldg Mileage Reimbursement	\$4,300	\$4,400	
\$55	\$262	604100	GFbldg Repairs and Maintenance	\$300	\$0	
\$2,239	\$0	605101	GFbldg Contract Serv. -Plannin	\$0	\$0	
	\$2,220	605102	GFbldg Contract Serv. - Bldg	\$1,000	\$12,000	
\$568	\$0	605103	GFbldg Contract Serv. -Plumbin	\$2,000	\$2,000	
\$716	\$529	607100	GFbldg Utilities	\$0	\$500	
\$1,462	\$1,284	608200	GFbldg Prof. Serv. -Engineerin	\$2,400	\$3,000	
\$15,090	\$0	608500	GFbldg Prof. Serv. -Planning	\$0	\$0	
\$33,692	\$0	610101	GFbldg Litigation - Ortiz	\$0	\$0	
\$2,108	\$0	628200	GFbldg Visa Merchant Fee	\$0	\$0	
\$29,707	\$29,249	637200	GFbldg State Bldg Fee Surcharg	\$16,000	\$25,000	
	\$2,756	637302	GFbldg Records Mgt/Storage	\$2,500	\$2,500	
\$954	\$0	740000	GFbldg Furniture & Office Eq.	\$10,000	\$10,000	
\$3,974	\$1,126	740100	GFbldg Computer Equipment	\$5,000	\$5,000	
	\$0	951000	GFbldg Contingency	\$314,692	\$379,395	
<b>\$448,511</b>	<b>\$289,072</b>		<b>TOTAL EXPENDITURES</b>	<b>\$660,558</b>	<b>\$838,027</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$531,407	401100	Building Beginning Balance	\$372,858	\$504,327	Note
\$196,689	\$215,665	433110	GFbldg Permits - Building	\$130,000	\$150,000	
\$103,279	\$111,579	433120	GFbldg Permits - Plumbing	\$70,000	\$70,000	
\$26,659	\$24,997	433130	GFbldg Permit - Mechanical	\$18,000	\$20,000	
\$13,396	\$8,186	433140	GRbldg Permit - FireLifeSa	\$4,000	\$20,000	
\$750	\$825	433150	GFbldg Permit -MH Install	\$500	\$500	
\$6,648	\$9,045	433400	GFbldg Permit -Other Bldg	\$5,000	\$8,000	
\$24,658	\$28,502	433910	GFbldg Permit - State %	\$20,000	\$25,000	
\$200	\$184	433920	GFbldg P-State M H Fee	\$200	\$200	
\$143,273	\$172,469	434100	GFbldg Plan Check Fee	\$90,000	\$90,000	
<b>\$515,552</b>	<b>\$1,102,859</b>		<b>TOTAL REVENUES</b>	<b>\$710,558</b>	<b>\$888,027</b>	
<b>-\$67,040</b>	<b>-\$813,786</b>		<b>TOTAL NET BUDGET</b>	<b>-\$50,000</b>	<b>-\$50,000</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0.87	0.05	Associate Planner	0.05	0.05
1	1	Building Official	1	1
0	0	Enforcement Officer	0	0.3
0.2	0	Engineering Tech.	0	0
0.7	0.7	Permit Clerk	0.7	0.7
0.93	0.2	Planning & Devpt. Director	0.2	0.2
0	0	Planning Intern	0	0
0.8	0.05	Secretary	0.4	0.58
<b>4.5</b>	<b>2</b>	<b>TOTAL STAFF</b>	<b>2.35</b>	<b>2.83</b>

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<b>Department/Program:</b>	<b>039 Nondepartmental</b>
<b>Fund:</b>	<b>110 General Fund</b>

As its name implies, the Nondepartmental budget includes general fund expenses that don't apply to a single department, or miscellaneous expenses that aren't associated with any of the operating departments. For more information on individual line items, see the notes that accompany the line item detail.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget		
\$14,493	\$0	511100	GFnd Salaries	\$9,411	\$40,000	<a href="#">Note</a>
\$0	\$0	511500	GFnd Network Admin Scholarship	\$0	\$10,000	
	\$163	521000	GFnd Payroll Taxes/Benefits	\$0	\$160	
	\$0	521100	GFnd Benefits City pd M & D	\$7,528	\$6,892	
\$423	\$0	521200	GFnd Benefits City pd FICA/med	\$600	\$1,916	
	\$0	521300	GFnd Benefits City pd PERS	\$540	\$2,888	
	\$0	521400	GFnd Benefits City pd Life Ins	\$10	\$500	
\$10	\$0	521600	GFnd Pr tax Unemployment	\$60	\$176	
\$10	\$0	521700	GFnd Pr tax Tri-Met	\$0	\$0	
\$104	\$0	521800	GFnd Pr tax Workers Comp.	\$30	\$40	
	\$160	521901	GFnd Other - drug tests	\$0	\$100	
\$20,896	\$21,946	601100	GFnd Supplies	\$23,000	\$30,000	
\$7,660	\$9,966	601200	GFnd Postage	\$12,000	\$15,000	
\$2,193	\$14,392	601300	GFnd Printing	\$15,000	\$15,000	
-\$5,491	-\$5,204	601400	GFnd Copier charges	-\$5,000	\$0	<a href="#">Note</a>
-\$184	\$0	601500	GFnd Public Notices	\$0	\$200	
\$9,905	\$9,926	601600	GFnd Organizational Fees	\$10,000	\$10,000	<a href="#">Note</a>
\$0	\$455	601700	GFnd Memberships	\$0	\$2,000	
\$190	\$548	601800	GFnd Books and Subscriptions	\$600	\$500	
\$440	\$0	602100	GFnd Employee Recruitment	\$0	\$0	
\$554	\$2,339	602300	GFnd Training, Prof. Adv.	\$1,000	\$1,000	
	\$51	602500	GFnd Meetings & Meals	\$0	\$300	
	\$31	603100	GFnd Mileage Reimbursement	\$30	\$0	
\$21,007	\$17,345	604100	GFnd Repairs and Maintenance	\$20,000	\$20,000	<a href="#">Note</a>
	\$290	604102	GFnd City Hall Carpet	\$0	\$0	

\$9,983	\$15,225	605100	GFnd Contractual Services	\$7,000	\$15,000	
\$442	\$10	606100	GFnd Equipment Rental	\$0	\$0	
\$40,467	\$35,286	607100	GFnd Utilities	\$40,000	\$40,000	<a href="#">Note</a>
\$41,523	\$41,888	608400	GFnd Prof. Serv. -Auditors	\$40,000	\$42,000	
\$35,143	\$69,248	609100	GFnd Insurance	\$51,000	\$70,000	<a href="#">Note</a>
\$169	\$685	610200	GFnd Direct Deposit Bank Fees	\$400	\$1,200	
	\$2,505	624400	GFnd Election Expenses	\$0	\$2,000	
\$3,919	\$9,931	628200	GFnd VISA Merchant Fee	\$9,500	\$6,000	<a href="#">Note</a>
	\$642	639100	GFnd Cash over/short	\$0	\$0	
\$2,047	\$2,112	639201	GFnd Prog. -Cable Programming	\$20,000	\$20,000	<a href="#">Note</a>
\$14,658	\$19,257	639202	GFnd Prog - Web Site	\$20,000	\$10,000	<a href="#">Note</a>
\$1,750	\$0	639204	GFnd Program- 1% for Art	\$10,000	\$7,500	<a href="#">Note</a>
\$1,991	\$4,141	639301	GFnd Prog. - Mountain Festival	\$2,200	\$2,000	<a href="#">Note</a>
\$2,904	\$830	639302	GFnd Prog.- Spring Cleanup	\$900	\$4,000	<a href="#">Note</a>
\$5,904	\$6,527	639401	GFnd Prog.-Employee Recong.	\$9,000	\$9,000	<a href="#">Note</a>
	\$88	639402	GFnd Prog.-Wellnes Program	\$200		
\$1,446	\$971	639403	GFnd Prog. - SIUS Memberships	\$400	\$4,000	<a href="#">Note</a>
\$353	\$12	639500	GFnd Prog. -Neighborhd Assns.	\$800	\$1,000	<a href="#">Note</a>
\$20,000	\$20,000	639601	GFnd Prog.-Chamber of Commerce	\$20,000	\$20,000	<a href="#">Note</a>
-\$773	-\$3,000	639602	GFnd Prog.-Downtown Developmnt	\$0	\$0	
\$315	\$600	639604	GFnd Prog.-Tourism Promotion	\$0	\$0	
\$22	\$0	639605	GFnd Economic Development	\$0	\$5,000	<a href="#">Note</a>
\$459	\$0	639606	GFnd Prog.-Urban Renewal	\$0	\$0	
\$10,726	\$12,834	639607	GFnd Downtown Flower Baskets	\$14,000	\$14,000	<a href="#">Note</a>
\$465	\$0	639608	GFnd Prog.-Public Forums	\$0	\$0	
	\$6,000	639700	GFnd Progr.-Contributions	\$4,000	\$4,000	<a href="#">Note</a>
	\$0	639701	GFnd Sandy Rec Center	\$100,000	\$20,000	<a href="#">Note</a>
	\$52,135	639702	GFnd Museum/Visitors Center	\$50,000	\$0	<a href="#">Note</a>
\$0	\$0	639703	GFnd Fireworks Display	\$0	\$2,000	
-\$42	\$0	639803	GFnd Downtown Plaza grant	\$0	\$0	
\$6,038	\$0	639806	GFnd Prog.-Park District	\$0	\$0	
\$334	\$150	721000	GFnd City Hall	\$20,000	\$60,000	<a href="#">Note</a>
	\$0	721003	GFnd Cty Hall Impr.- Security	\$0	\$10,000	<a href="#">Note</a>
	\$32,932	721006	GFnd Emergency Generators	\$0	\$0	
	\$450	721007	GFnd City Hall Remodel	\$50,000	\$0	<a href="#">Note</a>
	\$0	721008	GFnd City Hall Windows	\$10,000	\$0	
	\$6,187	721009	GFnd Pol/Lib Roof	\$35,000	\$0	<a href="#">Note</a>
\$0	\$0	721010	GFnd Community Center Roof	\$0	\$40,000	
\$0	\$0	721015	GFnd Pol Radio Infrastructure	\$0	\$75,000	
\$4,998	\$0	740000	GFnd Furniture & Office Eq.	\$10,000	\$0	
\$4,892	\$1,127	740100	GFnd Computer Equipment	\$20,000	\$20,000	
\$10,569	\$12,409	740101	GFnd Archive equipmnt/software	\$15,000	\$33,000	<a href="#">Note</a>
\$1,036	\$17,448	740102	GFnd City Hall Network Upgrade	\$0	\$0	
	\$12,464	740103	GFnd City Hall Phone Switch	\$0	\$0	
\$0	\$11,687	740104	GFnd City Hall Copier	\$0	\$0	
\$6,000	\$0	760000	GF Machinery and Equipment	\$0	\$0	
\$6,000	\$0	760000	GF Machinery and Equipment	\$0	\$0	
\$3,344	\$2,926	811901	GFnd Dept of Energy SELP HVAC	\$3,360	\$3,360	<a href="#">Note</a>
\$2,437	\$0	850100	GFnd City Hall Copier lease	\$9,200	\$0	
\$0	\$0	955000	GFnd General Fund Contingency	\$407,982	\$645,578	

<b>\$311,731</b>	<b>\$468,111</b>	<b>TOTAL EXPENDITURES</b>	<b>\$1,074,751</b>	<b>\$1,342,310</b>
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## REVENUES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
No records returned.				
<b>\$0</b>	<b>\$0</b>	<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>
<b>\$311,731</b>	<b>\$468,111</b>	<b>TOTAL NET BUDGET</b>	<b>\$1,074,751</b>	<b>\$1,342,310</b>

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0	Network Administrator	0	0.5
0	0	Oregon Jobs Plus	0	0
0	0	Receptionist	0	0
0.25	0.25	Summer Help	0.25	0.25
<b>0.25</b>	<b>0.25</b>	<b>TOTAL STAFF</b>	<b>0.25</b>	<b>0.75</b>

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<b>Department/Program:</b>	<b>054 Streets</b>
<b>Fund:</b>	<b>240 Street Fund</b>

The street fund repairs, maintains and improves more than 26 centerline miles of streets inside the City Limits. Funding for storm drain system maintenance, street lighting and traffic signal power costs also come from this fund. For more information on the street program, see the [Streets Program Review](#) (2000).

Major maintenance activities in the street fund consist of traffic line and parking stall striping, traffic control device repair and installation, storm drain cleaning, weed control in rights-of-way, snow plowing, sanding and street sweeping.

The City uses a computerized Pavement Management System to prioritize street maintenance projects. With the Local Option Fuel Tax providing a stable source of funding we are able to complete approximately \$120,000 worth of maintenance annually. The annual amount of street work, (in miles or square yards for example) is difficult to quantify since some years may involve costlier maintenance over a smaller area and some years may have relatively inexpensive projects covering many streets.

The streets proposed for maintenance during the first five years of the program can be seen on the City's website at : [cityhall.sandynet.org/pw/Streets/11x17\\_180000\\_5\\_yr.pdf](http://cityhall.sandynet.org/pw/Streets/11x17_180000_5_yr.pdf)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Consider requirements for construction of concrete neighborhood streets in new developments	The City adopted new street standards in November, 2004. These new standards included asphalt street sections equivalent to a concrete street section. Concrete streets are included in the standards as an equivalent alternate.
<b>Council Goal:</b> Work with ODOT on the completion of the Dubarko Drive project	Funding, (\$1M) is included in the Draft Statewide Transportation Improvement Program (STIP). Final funding will be approved in April, 2005. Environmental permitting complete.
Council Goal: Install Tickle Creek identification signs.	Signs were installed at four of the five crossings in the City. We are waiting for ODOT approval for the fifth crossing (Hwy 211). A local design firm furnished the artwork and the signs.
OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL
<b>Council Goal:</b> Pursue a pedestrian crosswalk at the west side of the Hwy 26/Bluff Rd. intersection.	This work will be included in the 2006 ODOT Region I Traffic Signal Upgrade project.
<b>Council Goal:</b> Work with ODOT on the completion of the Dubarko Drive project	Council Goal: Eliminate the barrier to fish passage at the 362nd Ave. / Tickle Creek crossing.

<b>Council Goal:</b> Construct a connection between Dubarko Dr. and the signalized intersection at Ruben Ln. and Hwy 26.	Complete design, right-of-way acquisition, environmental permitting and construction of this project.
Improve developer use and acceptance of "green" streets.	Develop, refine and adopt "green" street construction standards to make them more practical and simpler to construct.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$132,252	\$130,259	511100 SF Salaries	\$149,806	\$158,926	
	\$0	511200 SF Overtime	\$1,061	\$0	
	\$0	511300 SF Standby	\$1,061	\$0	
\$15,581	\$14,350	521100 SF Benefits City pd M & D	\$30,503	\$30,154	
\$9,714	\$11,175	521200 SF Benefits City pd FICA/me	\$11,327	\$12,161	
\$10,184	\$11,220	521300 SF Benefits City pd PERS	\$19,280	\$24,968	
	\$3,732	521360 SF Benefits City pd Df Comp	\$0	\$0	
\$126	\$136	521400 SF Benefits City pd LifeIns	\$152	\$708	
\$161	\$229	521600 SF Pr tax Unemployment	\$1,077	\$1,154	
\$209	\$0	521700 SF Pr tax Tri-Met	\$0	\$0	
\$5,949	\$7,185	521800 SF Pr tax Workers Comp.	\$4,762	\$4,998	
	\$94	521901 SF Other - drug tests	\$106	\$0	
\$19,468	\$22,684	601100 SF Supplies	\$19,000	\$40,000	
\$1,099	\$985	601200 SF Postage	\$700	\$1,000	
\$1,060	\$0	601300 SF Printing	\$25	\$100	
\$506	\$298	601400 SF Copier charges	\$200	\$500	
\$224	\$1,132	601500 SF Public Notices	\$300	\$300	
\$83	\$59	601600 SF Organizational Fees	\$50	\$100	
	\$182	601700 SF Memberships	\$50	\$100	
\$17	\$0	601800 SF Books & Subscriptions	\$50	\$200	
\$21	\$0	601900 SF Uniforms	\$0	\$750	
\$260	\$800	602100 SF Employee Recruitment	\$0	\$0	
\$236	\$0	602200 SF Conferences	\$500	\$1,000	
\$1,541	\$880	602300 SF Training, Prof. Adv.	\$1,000	\$1,000	
	\$54	603100 SF Mileage Reimbursement	\$50	\$700	
\$5,921	\$4,028	603200 SF Vehicle - fuel	\$3,000	\$5,000	
	\$4,151	603300 SF Vehicle - State lease	\$2,000	\$2,000	
\$4,376	\$4,369	603500 SF Vehicle - repairs	\$3,500	\$7,000	
\$9,832	\$14,409	604100 SF Repairs & Maintenance	\$17,000	\$15,000	
\$0	\$47	604500 SF Street Maint Program	\$360,000	\$240,000	<a href="#">Note</a>
\$74,561	\$92,282	605100 SF Contractual Services	\$50,000	\$110,000	<a href="#">Note</a>
\$261	\$3,333	606100 SF Equipment Rental	\$2,500	\$2,500	
\$111,688	\$146,903	607100 SF Utilities	\$140,000	\$160,000	<a href="#">Note</a>
\$8,496	\$1,574	608100 SF Professional Services	\$0	\$10,000	
\$40,914	\$29,124	608200 SF Prof. Serv. -Engineering	\$9,000	\$25,000	<a href="#">Note</a>
\$10,736	\$11,479	609100 SF Insurance	\$14,000	\$15,000	
	\$4,553	628200 SF VISA Merchant Fee	\$4,000	\$500	
\$10,496	\$31,404	650203 SF Prog.-Storm Water Master	\$0	\$0	



	\$203	650300	SF Regulatory Fees	\$100	\$100	
\$0	\$0	733001	SF STP Funds Projects	\$0	\$60,000	
-\$2,090	\$65,061	734000	SF Street System Improvmnts	\$100,000	\$40,000	<a href="#">Note</a>
\$0	\$0	734005	SF Ruben Lane Connection	\$0	\$700,000	
	\$77,008	734500	SF SDC Street Improvements	\$200,000	\$0	<a href="#">Note</a>
\$209,348	\$296,915	734505	SF SDC Dubarko Rd.	\$0	\$250,000	
\$1,395	\$0	734800	SF Sidewalk/Bike Path Impr.	\$0	\$0	
\$94,188	\$0	734803	SF ODOT westend sidewlks/bi	\$0	\$0	
\$16,817	\$6,613	734804	SF Hood St. CDBG	\$70,000	\$0	<a href="#">Note</a>
\$1,740	\$678	740100	SF Computer Equipment	\$1,500	\$2,000	
\$36,966	\$7,776	760000	SF Machinery & Equipment	\$70,000	\$50,000	<a href="#">Note</a>
	\$942	770000	SF Major Repairs & Mainten.	\$0	\$0	
	\$1,647	774000	SF Major Repairs - Streets	\$10,000	\$10,000	
\$11,368	\$5,720	774500	SF Major Repairs-Storm Swrs	\$0	\$0	
\$107,081	\$0	784004	SF MHEA Sidewalk Repair gra	\$0	\$0	
	\$4,900	784005	SF 362nd Improvements	\$100,000	\$0	<a href="#">Note</a>
	\$2,183,389	784006	SF ODOT LSN - Dubarko	\$0	\$0	
	\$38,200	784007	SF ODOT LSN - Hood-Pleasant	\$0	\$50,000	<a href="#">Note</a>
\$64,149	\$46,182	785100	SF Cascadia Str SDC Reim	\$0	\$0	
\$0	\$0	812903	SF Bond Principal	\$0	\$52,000	<a href="#">Note</a>
\$48,855	\$63,079	910110	SF Transfer to General Fund	\$74,501	\$82,230	<a href="#">Note</a>
	\$0	950000	SF Street Fund Contingency	\$403,314	\$5,270	
<b>\$1,065,789</b>	<b>\$3,351,422</b>		<b>TOTAL EXPENDITURES</b>	<b>\$1,875,475</b>	<b>\$2,172,419</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
\$931,276	\$473,304	401000	SF Beg Working Capital	\$667,775	\$134,609	<a href="#">Note</a>
\$383,080	\$472,026	433540	SF Streets SDC	\$400,000	\$450,000	<a href="#">Note</a>
\$41,094	\$0	433600	SF Cascadia Street SDCs	\$0	\$0	
\$481,568	\$452,049	441150	SF State Share - Gas Tax	\$438,000	\$624,810	<a href="#">Note</a>
\$0	\$50,169	441190	SF City Gas Tax	\$300,000	\$250,000	<a href="#">Note</a>
\$71,025	\$0	441433	SF ODOT west end sidewalks	\$0	\$0	
	-\$1	441434	SF ODOT STP Funds	\$60,000	\$60,000	<a href="#">Note</a>
	\$1,976,189	441435	SF ODOT LSN Grant	\$0	\$0	
	\$45,895	441439	SF Stormwtr Mgmt Plan Grant	\$0	\$0	
\$28,900	\$0	441466	SF MHEA Sidewalks grant	\$0	\$0	
	\$36	451300	SF Street Utility Fees	\$0	\$0	
\$21,608	\$9,044	457100	SF Engineering Fees	\$3,000	\$25,000	<a href="#">Note</a>
\$5,250	\$1,161	459001	SF In Lieu Str Improv. Fee	\$500	\$25,000	<a href="#">Note</a>
\$51,634	\$9,576	471100	SF Interest	\$2,000	\$7,500	
\$24,447	\$608	471104	SF Res. Sidewalk Repair	\$200	\$0	
\$7,151	\$17,324	478000	SF Miscellaneous	\$4,000	\$10,000	
	\$511	478010	SF 1&2 Family Street Fee	\$0	\$2,500	
\$0	\$0	495120	SF Bond Proceeds	\$0	\$583,000	
<b>\$2,047,032</b>	<b>\$3,507,893</b>		<b>TOTAL REVENUES</b>	<b>\$1,875,475</b>	<b>\$2,172,419</b>	
<b>-\$981,243</b>	<b>-\$156,470</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0.22	0.22	Crew Leader	0.22	0.22
0.26	0.26	Engineering Tech.	0.26	0.26
0.26	0.26	Mechanic	0	0
0.16	0.16	Public Works Director	0.16	0.16
0.25	0.25	Summer Helper	0.25	0.25
0.8	0.8	Utility Worker	1.13	1.11
<b>1.95</b>	<b>1.95</b>	<b>TOTAL STAFF</b>	<b>2.02</b>	<b>2</b>

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<b>Department/Program:</b>	<b>070 Transit</b>
<b>Fund:</b>	<b>270 Transit Fund</b>

Sandy Transit provides safe, efficient, effective transportation service to its customers through SAM service connecting Sandy and Gresham as well as Sandy and Estacada; STAR—door to door demand/response service; and complementary ADA service to qualified individuals. Over the past two years Sandy Transit has provided close to 300,000 rides.

For more information, see the [Transit Program Review](#) (2000)

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Consider agreements with adjacent communities for expansion of the Sandy Transit system	A grant-funded service, originally established between Sandy and Eagle Creek, now operates five runs daily between Sandy and Estacada. Sandy Transit was instrumental in getting the Mountain Express service between Sandy and Rhododendron up and running.
Explore implementation of Sunday service	Rider surveys and customer comments requesting service expansion are closely balanced with available payroll tax and grant funds
Explore implementation of a cross-town route	Done
Acquire dispatch and scheduling software	Done
Refine tax data base	Done/ongoing
Sell the Gillig (backup) buses	Done
Install additional shelters in key locations	Coordination efforts with the Planning Dept. produce recommendations for shelter placement
Complete signage for Park & Rides and posted schedules	Done
Locate, design and construct a transit bus storage/maintenance facility	Federal funding has been appropriated to begin work on this project

#### OBJECTIVES FOR THE NEXT BIENNIUM

The primary goal of Sandy Transit is to maintain optimal customer service through continuation of on-time, safe transportation using capable, courteous drivers and support staff.

**Council Goal:** Acquire land and complete design for a combined transit and public works operations center

**Council Goal:** Pursue creation of a downtown public plaza (explore transit mall component)

**Council Goal:** Pursue a pilot project for alternative (sustainable) fuels for Sandy Transit buses, with the long range goal to convert the fleet

**Council Goal:** Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities

Continue to evaluate feasibility of implementation of Sunday service and other service expansion

Obtain TGM grant for updated transit component of Transportation System Plan

Locate, design and construct a transit bus storage/maintenance facility

**BUDGET NOTES**

An additional half-time position has been budgeted to assist with transit department work load. Local payroll tax provides match to leverage numerous state and federal grants.

**EXPENDITURES**

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$48,449	\$81,176	511100	TR Salaries	\$92,336	\$132,456 <a href="#">Note</a>
	\$0	521000	TR Payroll Taxes/Benefits	\$5,965	
\$6,177	\$5,975	521100	TR Benefits City pd M & D	\$17,614	\$28,775
\$3,688	\$6,831	521200	TR Benefits City pd FICA/me	\$6,907	\$10,129
\$2,805	\$7,422	521300	TR Benefits City pd PERS	\$12,191	\$21,450
	\$6,595	521360	TR Benefits City pd Df Comp	\$0	
\$64	\$83	521400	TR Benefits City pd LifeIns	\$87	\$600
	\$0	521500	TR Pr tax w/c day/hour tax	\$2,229	
\$48	\$77	521600	TR Pr tax Unemployment	\$668	\$968
\$37	\$0	521700	TR Pr tax Tri-Met	\$0	\$0 <a href="#">Note</a>
\$280	\$390	521800	TR Pr tax Workers Comp	\$691	\$2,079
\$15	\$0	521901	TR Other - drug tests	\$0	\$0
\$9,344	\$2,713	601100	TR Supplies	\$2,400	\$3,000
\$1,224	\$1,271	601200	TR Postage	\$3,200	\$3,300
\$7,068	\$5,707	601300	TR Printing	\$10,000	\$9,000
\$157	\$28	601400	TR Copier charges	\$600	\$400
	\$1,718	601401	TR Marketing	\$3,000	\$5,000
\$2,499	\$50	601500	TR Public Notices	\$200	\$100
	\$790	601700	TR Membership	\$1,500	\$3,000
\$519	\$0	602100	TR Employee Recruitment	\$0	\$300
	-\$116	602200	TR Conference	\$2,000	\$2,000
\$3,758	\$1,654	602300	TR Training, Prof. Adv.	\$2,000	\$2,000 <a href="#">Note</a>
\$0	\$0	602500	TR Meetings & Meals	\$0	\$300
\$274	\$711	603100	TR Mileage Reimbursement	\$750	\$2,500
\$24,377	\$44,690	603200	TR Vehicle - fuel	\$64,000	\$100,000
\$2,478	\$21,838	603500	TR Vehicle Maint & Repair	\$25,000	\$90,000
\$0	\$302	604100	TR Vehicle Accessory Equipment	\$0	\$4,000 <a href="#">Note</a>
	\$8,026	604200	TR Bus Shelter Maintenance	\$13,000	\$10,000
\$249,946	\$347,799	605100	TR Contractual Services	\$480,000	\$510,000 <a href="#">Note</a>
	\$1,065	605200	TR Building Lease (share)	\$0	\$0 <a href="#">Note</a>
	\$900	605300	TR Administrative Contracts	\$1,000	\$21,350 <a href="#">Note</a>
\$443	\$755	607100	TR Utilities	\$4,000	\$3,000
\$0	\$0	608102	TR City Attorneys	\$0	\$1,000
	\$708	608200	TR Bus Shelters	\$0	\$0 <a href="#">Note</a>
\$6,463	\$8,104	609100	TR Insurance	\$14,000	\$18,000
\$0	\$0	610200	TR ACH Direct Debit Fees	\$0	\$300
\$104,283	\$268,362	636100	TR Prog. - E&D	\$350,000	\$390,000 <a href="#">Note</a>
		656000	TR Bus Energy Tax Credit Fees		\$2,000
\$0	\$0	734600	TR Bus Barn	\$1,000,000	\$1,500,000 <a href="#">Note</a>

	\$2,911	740000	TR Furniture & Office Equip	\$26,853	\$7,000	<a href="#">Note</a>
		740100	TR Computer Equipment		\$2,000	<a href="#">Note</a>
\$77,600	\$449,846	750000	TR Transportation Eq.	\$374,000	\$45,000	<a href="#">Note</a>
	\$29,983	750100	TR Bus Shelters	\$3,000	\$0	
\$23,251	\$54,738	910110	TR Transfers to General Fund	\$63,500	\$88,051	<a href="#">Note</a>
	\$0	950000	TR Contingency	\$149,845	\$265,999	
<b>\$575,247</b>	<b>\$1,363,103</b>		<b>TOTAL EXPENDITURES</b>	<b>\$2,732,536</b>	<b>\$3,285,057</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$235,119	401000	TR Beg. Working Capital	\$216,536	\$522,557	<a href="#">Note</a>
\$389,410	\$574,465	411300	TR Employer Transit Tax	\$650,000	\$710,000	<a href="#">Note</a>
\$272,240	\$495,967	440300	TR Federal Transit Grants	\$1,510,000	\$1,539,000	<a href="#">Note</a>
\$163,008	\$237,489	441450	TR State Transit Grants	\$330,000	\$325,000	<a href="#">Note</a>
		441455	TR Bus Energy Tax Credit		\$180,000	<a href="#">Note</a>
	\$12,223	459100	TR Transit Farebox revenues	\$20,000	\$3,500	<a href="#">Note</a>
\$1,846	\$5,011	471100	TR Interest	\$6,000	\$4,000	
\$2,198	\$1,506	478040	TR Miscellaneous	\$0	\$1,000	
	\$75,176	495353	TR E&D Account -State Grant	\$0	\$0	
<b>\$828,702</b>	<b>\$1,636,956</b>		<b>TOTAL REVENUES</b>	<b>\$2,732,536</b>	<b>\$3,285,057</b>	
<b>-\$253,455</b>	<b>-\$273,853</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0	Driver	0	0
1	1	Manager	1	1
0	0	Office Assistant	0	0.5
0	0.25	Receptionist/Secretary	0.17	0.17
<b>1</b>	<b>1.25</b>	<b>TOTAL STAFF</b>	<b>1.17</b>	<b>1.67</b>

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<b>Department/Program:</b>	<b>052 Water</b>
<b>Fund:</b>	<b>520 Water Fund</b>

The water fund operates, maintains and improves the water treatment, transmission and distribution systems. These functions entail everything from water treatment to meter reading and billing. For more information, see the [Water Program Review](#) (2000).

The treatment system consists of a 2.6 MGD, (Million Gallons per Day) rapid sand filtration plant and a springs source rated at 0.5 MGD. The City contracts for operation and maintenance services at the treatment plant and pump stations with OMI Inc. The transmission and storage system is comprised of two finished water pumping stations, four reservoirs, (totaling 3.75 million gallons of storage) and seven miles of 16" pipe. The distribution system contains more than 26 miles of 4" through 16" pipe, more than 2200 customer meters, twelve pressure regulating stations and over 200 hydrants.

During calendar year 2004 a total of 389,332,067 gallons of water were produced and sold to over 2200 residential, commercial and industrial accounts.

PAST GOALS	ACCOMPLISHMENTS
Eliminate lease payments for water treatment plant site by purchasing the land from Longview Fibre Co.	Purchase price has been finalized. All land use requirements have been met. Waiting for the final partition plat from Clackamas County to complete the transfer.
Complete EPA-required "Vulnerability Assessment" for risk of terrorist attack on water source, treatment, storage and transmission systems.	The Vulnerability Assessment and Emergency Response Plan were completed and submitted to EPA. Everyone feels much safer.
Replace outdated electrical switchgear at Terra Fern Pump Station and make safety improvements to Brownell Springs.	New motor control centers were installed at Terra Fern PS reducing starting current required for the pumps which in turn reduces electrical demand charges. Safety improvements at Brownell Springs were completed.
Recoat (paint) exterior of steel water storage reservoirs.	Terra Fern and Sandercock completed, Vista Loop #1 will be completed in FY 04-05.

#### OBJECTIVES FOR THE NEXT BIENNIUM

GOAL	PROPOSAL
Relocate PW operations from current location to a suitably zoned site in the City.	Investigate relocation costs, value of existing site and identify new site(s).
Develop next increment of water supply.	Finalize alternatives and begin pilot testing of potential sources.
Add new pressure zone in SE quadrant of City (above elevation 1050')	Extend water line across Hwy 26 served by Sandercock Reservoir pressure zone.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget	
\$277,291	\$267,141	511100	WF Salaries	\$245,986	\$258,157	<a href="#">Note</a>
	\$474	511200	WF Overtime	\$1,000	\$0	
\$35,153	\$24,295	521100	WF Benefits City pd M & D	\$45,843	\$49,883	
\$20,215	\$24,398	521200	WF Benefits City pd FICA/me	\$18,576	\$19,754	
\$22,857	\$23,208	521300	WF Benefits City pd PERS	\$32,809	\$41,802	
	\$9,897	521360	WF Benefits City pd Df Comp	\$0	\$0	
\$279	\$360	521400	WF Benefits City pd LifeIns	\$243	\$1,102	
\$253	\$198	521600	WF Pr tax Unemployment	\$1,767	\$1,875	
\$399	\$0	521700	WT Pr tax Tri-Met	\$0	\$0	
\$7,364	\$6,044	521800	WF Pr tax Workers Comp.	\$6,390	\$10,734	
	\$209	521901	WF Other - Drug tests	\$0	\$0	
\$68,031	\$102,224	601100	WF Supplies	\$65,000	\$75,000	
\$15,824	\$17,499	601200	WF Postage	\$10,000	\$11,000	
\$6,205	\$996	601300	WF Printing	\$1,000	\$250	
\$299	\$566	601400	WF Copier charges	\$400	\$700	
\$588	\$102	601500	WF Public Notices	\$200	\$200	
\$3,872	\$7,517	601600	WF Organizational Fees	\$7,500	\$7,200	
\$725	\$207	601700	WF Memberships	\$250	\$300	
\$60	\$93	601800	WF Books and Subscriptions	\$50	\$250	
	\$0	601900	WF Uniforms	\$1,000	\$2,000	
	\$1,717	602100	WF Employee Recruitment	\$200	\$300	
\$602	\$0	602200	WF Conferences	\$500	\$1,000	
\$1,943	\$1,244	602300	WF Training, Prof. Adv.	\$1,000	\$1,500	
	\$0	602500	WF Meetings & Meals	\$50	\$50	
\$26	\$90	603100	WF Mileage Reimbursement	\$100	\$1,000	
\$5,829	\$3,982	603200	WF Vehicle - fuel	\$3,000	\$5,000	
\$6,405	\$2,780	603500	WF Vehicle - repairs	\$3,000	\$6,000	
\$23,155	\$51,611	604100	WF Maintenance & Repair	\$50,000	\$65,000	
\$67,242	\$25,901	605100	WF Contractual Services	\$20,000	\$25,000	
\$0	\$124,952	605300	WF OMI Contract Svcs Water	\$400,000	\$500,000	<a href="#">Note</a>
\$1,595	\$347	606100	WF Equipment Rental	\$500	\$2,500	
\$77,572	\$104,505	607100	WF Utilities	\$10,000	\$12,000	
\$3,270	\$5,513	608100	WF Professional Services	\$2,500	\$12,000	
	\$23,506	608102	WF City Attorneys	\$2,500	\$8,000	
\$11,775	\$4,484	608200	WF Prof. Serv. -Engineering	\$2,000	\$35,000	<a href="#">Note</a>
\$22,494	\$27,045	609100	WF Insurance	\$30,000	\$36,000	
\$0	\$193	610200	WF ACH Direct Debit Fees	\$0	\$450	
\$3,168	\$7,388	628200	WF VISA Merchant Fee	\$6,000	\$6,500	
\$3,235	\$6,112	650100	WF Chemicals	\$200	\$200	
	\$74	650201	WF Prog. - Water Conserv.	\$3,000	\$3,000	
\$140	\$39	650300	WF Regulatory Fees	\$5,000	\$200	
\$3,045	\$5,636	650500	WF Water Testing	\$6,000	\$7,000	
\$0	\$0	655000	WF AFRD Reimburse	\$0	\$10,000	
	\$0	710000	WF Land	\$500,000	\$500,000	<a href="#">Note</a>
	\$0	714001	WF Brownell Springs	\$60,000	\$60,000	<a href="#">Note</a>
\$413,813	\$780	732000	WF Water System Improvemnts	\$300,000	\$85,000	
\$1,385,925	\$0	732001	WF Vista Loop Reservoir	\$0	\$0	

\$2,622	\$1,991	740100	WF Computer Equipment	\$3,000	\$3,000
\$4,729	\$15,346	760000	WF Machinery & Equipment	\$70,000	\$13,000 <a href="#">Note</a>
	\$0	772000	WF Major Repairs Water Sys.	\$15,000	\$15,000
\$232,325	\$0	772001	WF Repl. steel In-H26-VL-TE	\$0	\$0
\$532,222	\$0	772002	WF Repl steel In-Proc-Re-Be	\$0	\$0
\$0	\$0	772004	WF Guaging station/intake	\$0	\$200,000 <a href="#">Note</a>
	\$369	772005	WF Permanent generator	\$125,000	\$2,500 <a href="#">Note</a>
\$66,349	\$0	772006	WF Clearwl/PLC/Filter Rehab	\$0	\$0
\$450	\$0	772007	WF Watershed Monitoring	\$10,000	\$8,000
	\$1,764	772009	WF Reservoir Coating	\$60,000	\$0
	\$7,087	772010	WF Wtp Improvements	\$15,000	\$15,000 <a href="#">Note</a>
	\$10,631	772012	WF Dubarko Dr. LSN Water Line	\$165,000	\$175,000 <a href="#">Note</a>
	\$5,340	772013	WF Water Audit	\$0	\$0
	\$0	780000	WF Oversizing/Special Proj.	\$50,000	\$100,000 <a href="#">Note</a>
\$64,055	\$17,216	785120	WF Cascadia Water SDC Reim.	\$0	\$0
	\$0	812303	WF State Revolving Loan prin	\$156,000	\$135,142 <a href="#">Note</a>
	\$0	812304	WF Interest SRF	\$150,000	\$143,408 <a href="#">Note</a>
\$93,806	\$74,285	910110	WF Transfer to General Fund	\$96,069	\$106,844
	\$125,000	910560	WF Intradfund Loan to TC Fund	\$100,000	\$252,000 <a href="#">Note</a>
	\$0	950000	WF Water Fd Contingency	\$3,169,183	\$4,458,011
\$335,552	\$195,929	960000	WF Depreciation Expense	\$0	\$0
<b>\$3,822,758</b>	<b>\$1,338,282</b>		<b>TOTAL EXPENDITURES</b>	<b>\$6,027,816</b>	<b>\$7,489,812</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget
\$2,589,991	\$6,639,257	401000	WF Beg. Working Capital	\$4,200,816	\$5,160,112 <a href="#">Note</a>
\$0	\$0	423000	WF AFRD General	\$0	\$10,000
\$355,336	\$450,208	433520	WF Water SDC	\$350,000	\$400,000 <a href="#">Note</a>
\$41,175	\$0	433620	WF Cascadia Water SDCs	\$0	\$0
\$250,000	\$0	440202	WF CDBG from Clackamas Co	\$0	\$0
\$1,318,436	\$1,471,623	451100	WF Water Charges	\$1,400,000	\$1,680,000 <a href="#">Note</a>
\$5,775	\$17,178	457100	WF Engineering Fees	\$7,000	\$12,000 <a href="#">Note</a>
\$157,895	\$71,698	471100	WF Interest	\$30,000	\$192,700 <a href="#">Note</a>
\$66,237	\$56,226	478000	WF Miscellaneous	\$40,000	\$35,000
	\$1,001,503	495352	WF SRF Loan Proceeds	\$0	\$0
<b>\$4,784,844</b>	<b>\$9,707,693</b>		<b>TOTAL REVENUES</b>	<b>\$6,027,816</b>	<b>\$7,489,812</b>
<b>-\$962,086</b>	<b>-\$8,369,411</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0.25	Clerk/Receptionist	0.05	0.07



0.61	0.61		Crew Leader	0.61	0.61
0.27	0.27		Engineering Tech.	0.27	0.27
0.26	0.26		Mechanic	0	0
0.03	0.03		Permit Clerk	0.03	0.03
0.43	0.43		Public Works Director	0.43	0.43
0.1	0.1		STP Operator I	0	0
0.4	0.2		Utility Accountant	0	0
0	0		Utility Clerk	0.4	0.4
0.93	0.93		Utility Worker	1.26	1.11
0.75	0.75		WTP Operator	0	0
<b>3.78</b>	<b>3.83</b>		<b>TOTAL STAFF</b>	<b>3.05</b>	<b>2.92</b>

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<b>Department/Program:</b> 053 Sewer
<b>Fund:</b> 530 Sewer Fund

The Sewer Fund operates, maintains and improves the wastewater treatment, collection and pumping systems. For more information, see the [Sewer Program Review](#) (2000).

The treatment system consists of a 1.25 MGD advanced tertiary treatment plant. The City contracts for operation and maintenance services at the treatment plant with OMI Inc. Since contract operations have begun effluent quality and equipment reliability have greatly increased. Ultraviolet disinfection is used on the treated effluent to eliminate chlorinated discharges to Tickle Creek. An innovative land application system is used to dispose of treated effluent from May through October thus keeping treated wastewater out of Tickle Creek during low flow periods.

The collection system is comprised of over 18 miles of 6" through 21" pipe and four pump stations.

PAST GOALS	ACCOMPLISHMENTS
Clean, inspect and evaluate 10,000 lineal feet of sanitary sewer mains each year, beginning with the "original" 1952 sewer system. Prioritize rehabilitation/replacement projects.	14,000 lineal feet of sewer line were cleaned and inspected in 2004.
Rehabilitate the Meinig St. lift station.	Completed in June, 2004.
Investigate means to provide the area east of Hwy 211 and south of Dubarko Dr. with sanitary sewer service.	The SE pump station on Jacoby Rd. north of Tickle Creek was completed in November, 2004.
Reduce labor costs associated with hauling dilute wastewater sludge and increase operational flexibility during the winter season.	Sludge dewatering system was completed and placed in service in October, 2004. Covered storage for up to 100 days of sludge production was included with this project.
OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL
Relocate PW operations from current location to a suitably zoned site in the City	Investigate relocation costs, value of existing site and identify new site(s).
Inspect and rehabilitate older sanitary sewers – especially those in streets proposed for maintenance	Continue annual cleaning and inspection program.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
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\$285,525	\$249,731	511100	SF Salaries	\$159,691	\$185,973	<a href="#">Note</a>
	\$1,488	511200	SF Overtime	\$0	\$0	
\$37,007	\$26,936	521100	SF Benefits City pd M & D	\$29,132	\$36,270	
\$20,682	\$20,643	521200	SF Benefits City pd FICA/me	\$12,040	\$14,233	
\$23,275	\$21,710	521300	SF Benefits City pd PERS	\$21,266	\$30,113	
	\$8,084	521360	SF Benefits City pd Df Comp	\$0	\$0	
\$284	\$1,366	521400	SF Benefits City pd LifeIns	\$156	\$803	
\$246	\$141	521600	SF Pr tax Unemployment	\$1,150	\$1,353	
\$409	\$0	521700	SF Pr tax Tri-Met	\$0	\$0	
\$5,024	\$2,891	521800	SF Pr tax Workers Comp.	\$3,130	\$8,122	
	\$383	521901	SF Other - drug tests	\$0	\$0	
\$40,739	\$59,546	601100	SF Supplies	\$25,000	\$25,000	
\$379	\$4,122	601200	SF Postage	\$1,600	\$5,500	
\$4,936	\$963	601300	SF Printing	\$1,500	\$500	
\$909	\$218	601400	SF Copier charges	\$150	\$250	
\$1	\$492	601500	SF Public Notices	\$50	\$200	
\$1,080	\$358	601600	SF Organizational Fees	\$500	\$700	
	\$557	601700	SF Memberships	\$500	\$500	
\$136	\$89	601800	SF Books and Subscriptions	\$50	\$200	
	\$0	601900	SF Uniforms	\$1,000	\$1,000	
	\$3,251	602100	SF Employee Recruitment	\$100	\$300	
\$234	\$6	602200	SF Conferences	\$500	\$1,000	
\$1,575	\$1,760	602300	SF Training, Prof Adv.	\$1,000	\$1,000	
	\$0	602500	SF Meetings & Meals	\$50	\$50	
\$96	\$251	603100	SF Mileage Reimbursement	\$350	\$350	
\$5,812	\$3,962	603200	SF Vehicle - fuel	\$2,500	\$4,500	
\$7,672	\$4,410	603500	SF Vehicle - repairs	\$4,000	\$10,000	
\$27,344	\$101,320	604100	SF Repairs & Maintenance	\$60,000	\$75,000	
\$20,680	\$35,184	605100	SF Contractual Services	\$15,000	\$30,000	
\$0	\$206,981	605300	SF OMI Contract Svcs Sewer	\$680,000	\$760,000	<a href="#">Note</a>
\$460	\$883	606100	SF Equipment Rental	\$1,500	\$1,500	
\$108,777	\$126,728	607100	SF Utilities	\$70,000	\$12,000	<a href="#">Note</a>
\$5,278	\$8,391	608100	SF Professional Services	\$5,000	\$10,000	
	\$1,102	608102	SF City Attorneys	\$1,500	\$500	
\$15,730	\$76,890	608200	SF Prof. Serv. -Engineering	\$55,000	\$25,000	<a href="#">Note</a>
\$27,800	\$34,411	609100	SF Insurance	\$35,000	\$40,000	
\$0	\$193	610200	SF ACH Direct Debit Fees	\$0	\$500	
	\$6,598	628200	SF VISA Merchant Fee	\$5,000	\$2,500	
	\$12,097	650100	SF Chemicals	\$2,000	\$250	
	\$0	650202	SF Prog. -PreTreatment Stdy	\$2,000	\$0	
\$3,690	\$2,858	650300	SF Regulatory Fees	\$10,000	\$13,000	<a href="#">Note</a>
\$42,428	\$73,849	650400	SF Sludge Disposal	\$5,000	\$0	
\$5,503	\$6,603	650500	SF Water Testing	\$100	\$500	
\$0	\$0	655000	SF AFRD Reimburse	\$0	\$3,500	
\$11,238	\$4,978	733000	SF Sewer System Improvemnts	\$400,000	\$150,000	<a href="#">Note</a>
\$1,972	\$0	733001	SF STP expansion project	\$0	\$0	
	\$782	733002	SF Pleasant St. Sewer Repl	\$325,000	\$0	<a href="#">Note</a>
\$3,996	\$3,338	740100	SF Computer Equipment	\$6,000	\$6,000	
\$14,103	\$15,775	760000	SF Machinery and Eq.	\$160,000	\$100,000	<a href="#">Note</a>
	\$0	773000	SF Major Repairs - Sewer	\$25,000	\$25,000	
	\$779	773002	SF Upgrade Meinig St pump s	\$140,000	\$0	

	\$621	773004	SF SE Area Pump Station	\$75,000	\$0	<a href="#">Note</a>
	\$60,380	773005	SF Sludge Dewatering System	\$900,000	\$0	<a href="#">Note</a>
	\$32,892	773020	SF North Bluff Sewer SDC Reim	\$70,000	\$30,000	
	\$4,769	780000	SF Oversizing/Special Proj.	\$200,000	\$200,000	<a href="#">Note</a>
\$92,140	\$0	785130	SF Cascadia Sewer SDC Reim.	\$0	\$0	
\$36,999	\$23,889	812301	SF OEDD STP exp. -principal	\$48,000	\$49,000	<a href="#">Note</a>
\$53,514	\$30,040	812302	SF USDA-RA STP exp. -princ.	\$280,000	\$66,000	<a href="#">Note</a>
\$49,878	\$46,462	832301	SF OEDD STP exp. -interest	\$47,000	\$39,000	<a href="#">Note</a>
\$280,908	\$275,704	832302	SF USDA-RA STP exp. -int.	\$56,000	\$268,500	<a href="#">Note</a>
\$90,309	\$98,079	910110	SF Transfers to General Fd	\$105,031	\$116,872	<a href="#">Note</a>
	\$0	950000	SF Sewer Fund Contingency	\$765,236	\$2,150,573	
\$375,695	\$209,815	960000	SF Depreciation Expense	\$0	\$0	
\$0	\$0	980110	SF Reserve for USDA Loan DS	\$300,000	\$0	
<b>\$1,704,464</b>	<b>\$1,915,747</b>		<b>TOTAL EXPENDITURES</b>	<b>\$5,114,782</b>	<b>\$4,503,112</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
\$3,507,588	\$5,373,892	401000	SF Beg. Working Capital	\$2,902,782	\$1,996,437	<a href="#">Note</a>
\$381	\$0	421008	SF Assmt princ LID8 Langens	\$0	\$0	
\$0	\$2,620	423000	SF AFRD General	\$0	\$3,500	
	\$0	423302	SF Meeker St AFRD	\$0	\$175	
\$0	\$13,661	423304	SF Langensand Sewer AFRD	\$0	\$0	
\$77	\$13	426008	SF Assmt interest LID8 Lang	\$0	\$0	
\$531,926	\$757,176	433530	SF Sewer SDC	\$500,000	\$600,000	<a href="#">Note</a>
\$7,976	\$29,360	433535	SF North Bluff Sewer SDCs	\$20,000	\$20,000	
\$45,850	\$0	433630	SF Cascadia Sewer SDCs	\$0	\$0	
\$1,326,847	\$1,588,578	452100	SF Sewer Charges	\$1,600,000	\$1,800,000	<a href="#">Note</a>
\$5,775	\$15,054	457100	SF Engineering Fees	\$9,000	\$20,000	<a href="#">Note</a>
\$240,025	\$123,748	471100	SF Interest	\$80,000	\$60,000	
\$4,792	\$1,416	478000	SF Miscellaneous Revenue	\$3,000	\$3,000	
<b>\$5,671,237</b>	<b>\$7,905,517</b>		<b>TOTAL REVENUES</b>	<b>\$5,114,782</b>	<b>\$4,503,112</b>	
<b>-\$3,966,773</b>	<b>-\$5,989,770</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0.25	Clerk/Receptionist	0.05	0.07
0.17	0.17	Crew Leader	0.17	0.17
0.27	0.27	Engineering Tech.	0.27	0.27
0.2	0.2	Mechanic	0	0
0.03	0.03	Permit Clerk	0.03	0.03
0.41	0.41	Public Works Director	0.41	0.41

0.9	0.9	STP Operator I	0	0
1	1	STP Operator II	0	0
0.25	0.25	Systems Operator	0	0
0.4	0.2	Utility Clerk	0.4	0.4
0	0	Utility Clerk (PT)	0	0
0.27	0.27	Utility Worker	0.61	0.78
<b>3.9</b>	<b>3.95</b>	<b>TOTAL STAFF</b>	<b>1.94</b>	<b>2.13</b>

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<b>Department/Program:</b> 055 Storm Water
<b>Fund:</b> 550 Storm Water Fund

In most areas the storm drainage system—where it exists at all—consists of pipes that carry water from the streets to the nearest waterway. More recent developments use underground pipes or above ground ponds that detain some of the runoff from storm events and release it slowly to avoid overwhelming existing drainage systems. Two concerns—flooding, and the quality of the water discharged to streams—prompted the City Council to call for the development of a storm water master plan.

A draft plan was prepared in 1999 which proposed a traditional “pipes and ponds” approach to stormwater management. The City Council asked for a plan that considered methods to reduce runoff at the source rather than deal with it downstream. A Phase II plan was prepared in 2001 that addressed some of these concerns. A Stormwater Management ordinance was adopted in 2003. The City Council held a workshop session in January, 2005 and approved a Capital Improvement Plan to 1) Detain runoff from a five-year recurrence interval storm event; 2) Fund \$100,000 in environmental or “green” improvements and outreach/education efforts; 4) Pay for annual maintenance costs of the system. A Stormwater Utility and rate structure are proposed for adoption in May, 2005.

PAST GOALS	ACCOMPLISHMENTS
Complete Capital Improvement Plan for Stormwater utilizing a mix of Best Management Practices, source control, existing system retrofits and improvement projects.	Capital Improvement Plan approved by City Council in January, 2005.
Transfer stormwater maintenance costs from Street Fund to Stormwater Fund.	If a Stormwater Utility is created these costs will be borne by the utility.
OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL
Develop maintenance program for Stormwater system.	Purchase equipment and contract for services to maintain system. Include inspection program for private detention and treatment facilities.
Develop public outreach and education program.	“Steal” programs from other agencies.
Design and construct off-channel improvements in Meinig park to detain stormwater flows in No-Name Creek basin	Plan and construct this project in conjunction with “daylighting” and stream bank restoration of No-Name Creek and

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
	\$0	511100 SW Salaries	\$42,000	\$33,342
	\$0	521000 SW Fringe Benefits	\$4,750	\$19,051

\$0	\$0	521100	SW Benefits City pd M&D	\$0	\$8,615
\$0	\$0	521200	SW Benefits City pd FICA/me	\$0	\$2,550
\$0	\$0	521300	SW Benefits City pd PERS	\$0	\$3,012
\$0	\$0	521400	SW Benefits City pd LifeIns	\$0	\$190
\$0	\$0	521600	SW Pr Tax Unemployment	\$0	\$240
	\$0	601100	SW Supplies	\$4,000	\$10,000
	\$0	605100	SW Contractual Services	\$35,000	\$20,000
\$0	\$0	606100	SW Equipment Rental	\$0	\$10,000
\$0	\$0	608100	SW Professional Services	\$0	\$1,500
\$0	\$0	608200	SW Prof. Serv. Engineering	\$0	\$20,000
\$0	\$0	655000	SW AFRD Reimburse	\$0	\$1,000
	\$0	710000	SW 17600 Bluff Road	\$0	\$30,000
	\$0	732000	SW Improvements	\$90,000	\$962,500
		760000	SW Machinery and Equipment		\$100,000
	\$0	812300	SW Bond Payments	\$36,000	\$72,000
	\$0	910110	SW Transfer to General Fund	\$0	\$17,135
	\$0	950000	SW Contingency	\$9,006	\$18,725
	\$359	960000	SW Depreciation	\$0	\$0
<b>\$0</b>	<b>\$359</b>		<b>TOTAL EXPENDITURES</b>	<b>\$220,756</b>	<b>\$1,329,860</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget
	\$3,798	401000	SW Beginning Working Capital	\$4,756	\$3,860
\$0	\$0	423000	SW AFRD General	\$0	\$1,000
	\$0	452500	SW Stormwater Charges	\$216,000	\$325,000
	\$69	471100	SW Interest	\$0	\$0
		495200	SW Revenue Bond Proceeds		\$1,000,000
<b>\$0</b>	<b>\$3,867</b>		<b>TOTAL REVENUES</b>	<b>\$220,756</b>	<b>\$1,329,860</b>
<b>\$0</b>	<b>-\$3,508</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>

## STAFF

1999-01 Actual	2001-03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0	Utility Worker	0	0.5
<b>0</b>	<b>0</b>	<b>TOTAL STAFF</b>	<b>0</b>	<b>0.5</b>

Next Program: [Telecommunications](#) (SandyNet)

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<b>Department/Program:</b> 056 SandyNet
<b>Fund:</b> 560 SandyNet

In the winter of 2001-02, the City Council created a telecommunications utility in order to provide badly-needed broadband service to Sandy residents and businesses. SandyNet DSL service was launched a year later, and SandyNet Wireless went on the air a year after that (January 2004). We are seeing a steady increase in customer interest and sign-ups.

We have exceeded our goal of a base of 150 SandyNet customers. This budget assumes an expansion of the SandyNet wireless coverage area in order to fill in service gaps within the city limits, as well as in nearby areas where service is economically feasible.

Startup costs are funded through a loan from the water fund; the city's broadband service is expected to be self-supporting in the long run.

PAST GOALS	ACCOMPLISHMENTS
Explore the provision of wireless broadband service; if the service is determined to be financially feasible, begin service by December 2003.	Done. Pilot project demonstrated that wireless investment has a payback period of approximately 36 months.
Provide direct fiber optic service to businesses where financially feasible.	Through a state lottery grant, we are providing high-speed microwave service to a large downtown business.
Explore a contract with NoaNet to tap into BPA's fiber network for long term access to the Internet.	In response to our inquiries, NoaNet (a BPA affiliate) plans to install a Point of Presence and new fiber loop in Sandy in 2005 or early 2006.

#### OBJECTIVES FOR THE NEXT BIENNIUM

- Increase service and coverage in newly-developing areas of the city.
- Emphasize the use of SandyNet as an economic development tool to provide reliable high-bandwidth service to existing and new Sandy businesses.

#### BUDGET NOTES

The 2005-07 budget assumes a savings in outside contractor costs by hiring a network intern.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget
\$0	\$0	511100	TC Salaries	\$0	\$19,575 <a href="#">Note</a>
\$0	\$0	511500	TC Network Admin Scholarship	\$0	\$10,000



\$0	\$0	521100	TC Benefits City pd M&D	\$0	\$8,615	
\$0	\$0	521200	TC Benefits City pd FICA/me	\$0	\$1,495	
\$0	\$0	521300	TC Benefits City pd PERS	\$0	\$2,510	
\$0	\$0	521400	TC Benefits City pd Life Ins	\$0	\$500	
\$0	\$0	521600	TC Pr Tax Unemployment	\$0	\$145	
	\$15,809	601100	TC Supplies	\$8,000	\$6,000	
	\$65	601200	TC Postage	\$0	\$0	
	\$1,148	601300	TC Printing	\$0	\$2,000	
	\$0	604100	TC Maint & Repair	\$0	\$500	
	\$4,313	605100	TC Contractual Services	\$0	\$12,000	<a href="#">Note</a>
	\$10,569	605201	TC Contractual Svcs, Internet	\$20,000	\$65,100	<a href="#">Note</a>
	\$3,190	605202	TC Contractual Svcs, ISP	\$22,140	\$1,000	<a href="#">Note</a>
	\$48	606100	TC Equipment Rental	\$0	\$0	
	\$5,415	606110	TC Leased Lines	\$19,280	\$31,879	<a href="#">Note</a>
\$0	\$0	606200	TC Wireless Customer Equip.	\$15,000	\$78,308	<a href="#">Note</a>
\$0	\$0	606210	TC AEC Capacity Increase	\$4,000	\$0	
	\$3,972	607100	TC Utilities	\$15,000	\$0	
	\$83,385	608100	TC Professional Services	\$0	\$6,000	<a href="#">Note</a>
\$0	\$0	608102	TC City Attorney	\$1,000	\$0	
	\$40	609100	TC Insurance	\$0	\$0	
\$0	\$0	609200	TC Advertising	\$500	\$1,790	
	\$0	628200	TC Visa Merchant Fees	\$0	\$50	
\$0	\$136	650300	TC Regulatory Fees	\$1,500	\$5,051	<a href="#">Note</a>
	\$56,003	740200	TC Telecom Equipment	\$55,000	\$5,000	
\$0	\$0	740300	TC Wireless Network	\$40,000	\$46,900	<a href="#">Note</a>
		830001	TC Interest on Interfund Debt		\$142,700	<a href="#">Note</a>
	\$0	950000	TF Contingency	\$1,750	\$3,273	
<b>\$0</b>	<b>\$184,092</b>		<b>TOTAL EXPENDITURES</b>	<b>\$203,170</b>	<b>\$450,391</b>	

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget	
	\$61,148	401100	TCrev Beg Working Capital	\$2,860	\$1,507	
	\$0	441460	TC Grants	\$50,000	\$0	
	\$4,705	451600	TC SandyNet DSL Charges	\$50,310	\$82,800	<a href="#">Note</a>
\$0	\$0	451700	TC Sandy Net Wireless Charges	\$0	\$114,083	<a href="#">Note</a>
	\$1,332	471100	TC Interest revenue	\$0	\$0	
	\$10	478000	TC Miscellaneous revenue	\$0	\$0	
	\$125,000	495600	TC Loan Proceeds Fm Wtr Fund	\$100,000	\$252,000	<a href="#">Note</a>
<b>\$0</b>	<b>\$192,195</b>		<b>TOTAL REVENUES</b>	<b>\$203,170</b>	<b>\$450,390</b>	
<b>\$0</b>	<b>-\$8,103</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

## STAFF

1999-01 Actual	2001- 03 Actual	Position	2003-05 Budget	2005-07 Budget
0	0	Network Administrator	0	0.5
<b>0</b>	<b>0</b>	<b>TOTAL STAFF</b>	<b>0</b>	<b>0.5</b>

Next Program: [Parks Capital](#) Projects

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<b>Department/Program:</b>	<b>099 Parks Capital Projects</b>
<b>Fund:</b>	<b>350 Parks Capital Fund</b>

Parks capital projects are primarily supported by [Systems Development Charges](#) (SDC's). In addition to SDC's the City actively seeks grant money to fund parks projects.

PAST GOALS	ACCOMPLISHMENTS
<b>Council Goal:</b> Complete improvements to Meinig Park: No Name Creek restoration, amphitheater area and associated stream improvements.	Significant design work has been completed; partnering with Public Works on parking lot design/stormwater detention component
<b>Council Goal:</b> Complete the master plan for the Sandy River Park and begin improvements.	Entrance geotechnical analysis & design complete; master plan for park budgeted in next biennium
<b>Council Goal:</b> Explore a connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails.	Ongoing work on Tickle Creek Trail component; Sandy portion now included in plan as part of Mt. Hood to Portland trail system
Pursue design/construction of Tickle Creek Path	Notification letter has been sent to neighbors; some engineering has taken place
Partner with developer of Sandy Bluff Estates to complete Sandy Bluff Park	Work has begun; projected completion late spring/early summer
Complete accessibility improvements at Bell Street Fields using CDBG money	Done
Complete the Barker Court entrance path into Meinig Park	Work on entrance path should be completed by April, 2005 using volunteer crews
Improve the Tickle Creek Park open area	Incorporate as part of Tickle Creek Park/Path plan
Improve landscaping at Fantasy Forest in Meinig Park	Plan to complete as part of Meinig Park improvement plan

#### OBJECTIVES FOR THE NEXT BIENNIUM

- **Council Goal:** Acquire land for a large community park
- **Council Goal:** Complete improvements to Meinig Park: No Name Creek restoration, vegetation, amphitheater area, restrooms, main stage and paths
- **Council Goal:** Install drinking fountains at Jonsrud Viewpoint and Sandy Skatepark
- **Council Goal:** Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails
- Complete Tickle Creek Trail and Open Space improvements
- Coordinate with Watershed Conservation groups on park/open space/wetlands invasive species removal/native species replanting projects

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$0	\$0	601100 PC Supplies	\$0	\$5,000
\$0	\$0	602500 PC Meetings & Meals	\$0	\$100
	\$1,007	608100 PC Professional Services	\$10,000	\$0
	\$2,636	628200 PC VISA Merchant Fee	\$3,000	\$5,000
\$7,162	\$11,167	635200 PC Skatepark	\$5,000	\$1,000
	\$40,095	715012 PC Meinig Park Gazebo	\$5,000	\$0
		715013 PC Meinig Park Restrooms		\$130,000 <a href="#">Note</a>
		715014 PC Meinig Park Amphitheater		\$200,000 <a href="#">Note</a>
		715015 PC Meinig Park Main Stage		\$25,000 <a href="#">Note</a>
		715016 PC Meinig Park Parking Lot		\$50,000 <a href="#">Note</a>
	\$1,555	715071 PC Tickle Creek Bike Path	\$300,000	\$370,000 <a href="#">Note</a>
	\$371,585	715072 PC Sandy River Park	\$250,000	\$100,000 <a href="#">Note</a>
\$250,887	\$53,255	715080 PC Community Ballfields	\$27,500	\$0 <a href="#">Note</a>
\$0	\$0	715200 PC Sandy Bluff Park	\$0	\$110,000
\$780	\$1,668	715900 PC Future Parks Projects	\$369,000	\$25,000 <a href="#">Note</a>
\$0	\$0	734650 PC Recreation Center	\$400,000	\$0 <a href="#">Note</a>
\$48,303	\$59,469	785110 PC Cascadia Parks SDC Reim.	\$20,000	\$75,000 <a href="#">Note</a>
\$0	\$1,875	832905 PC Sandy River Park Int.	\$15,000	\$4,000
\$0	\$0	833100 PC Parkland Principal	\$0	\$368,000
\$0	\$0	833105 PC Parkland Interest	\$0	\$82,000
	\$0	950000 PC Contingency	\$81,061	\$44,016
<b>\$307,132</b>	<b>\$544,311</b>	<b>TOTAL EXPENDITURES</b>	<b>\$1,485,561</b>	<b>\$1,594,116</b>

## REVENUES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$645,402	\$754,537	401000 PC Beg Working Capital	\$455,561	\$684,116 <a href="#">Note</a>
\$0	\$0	433420 PC Park Pympt in Lieu of Land	\$0	\$380,000 <a href="#">Note</a>
\$273,716	\$314,652	433510 PC Park SDCs	\$100,000	\$250,000 <a href="#">Note</a>
\$50,208	\$22,860	433610 PC Cascadia Park SDCs	\$20,000	\$15,000 <a href="#">Note</a>
	\$0	440990 PC Grants - Other	\$500,000	\$250,000
\$38,590	\$15,089	471100 PC Interest	\$10,000	\$15,000
\$0	\$230,000	472000 PC Sandy River Park Grant	\$0	\$0
\$0	\$50,000	473000 PC Proceeds from Note	\$0	\$0
\$0	\$1,000	475010 PC Donations - Gazebo	\$0	\$0
\$0	\$0	495102 PC Proceeds 1998 Parks Bds	\$400,000	\$0 <a href="#">Note</a>
<b>\$1,007,916</b>	<b>\$1,388,138</b>	<b>TOTAL REVENUES</b>	<b>\$1,485,561</b>	<b>\$1,594,116</b>
<b>-\$700,785</b>	<b>-\$843,828</b>	<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>

Next Program: [LID Capital](#) Projects

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<b>Department/Program:</b>	<b>099 Local Improvement District Capital Projects</b>
<b>Fund:</b>	<b>360 LID Capital Fund</b>

A local improvement district is a mechanism for providing water, sewer, or street improvements that benefit a specific area, and where the costs are assessed against benefiting properties. Property owners can typically pay for the improvements over ten years, taking advantage of the city's lower borrowing costs.

The Tickle Creek local improvement district (LID 9) saw the completion of improvements in FY1996-97. Improvements for the 362nd Ave. local improvement district (LID 10) were completed in 1998. The source of financing for this improvement district is a loan from the Oregon Economic Development Department.

Residents of the North Bluff Road area have expressed interest in creation of an improvement district for local extension of sewer pipes. The budget for this fund includes a "placeholder" in case this district is created.

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## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
\$0	\$0	734060 LC Bluff Rd. Sewer Lid	\$200,000	\$200,000	<a href="#">Note</a>
<b>\$0</b>	<b>\$0</b>	<b>TOTAL EXPENDITURES</b>	<b>\$200,000</b>	<b>\$200,000</b>	

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## REVENUES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget	
	\$0	495120 LC Bond Proceeds	\$200,000	\$200,000	<a href="#">Note</a>
	<b>\$0</b>	<b>TOTAL REVENUES</b>	<b>\$200,000</b>	<b>\$200,000</b>	
<b>\$0</b>	<b>\$0</b>	<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

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Next Program: [GO Debt Service](#) (Property-tax-based bonds)



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<b>Department/Program:</b>	<b>098 General Obligation Bond Debt Service</b>
<b>Fund:</b>	<b>410 G.O. Debt Service Fund</b>

The General Obligation bond fund is used to account for payments and revenues associated with property tax-based bonds.

The last payment of \$10,500 for city hall bonds was made in FY1997-98. 2004 marked the final payment on the last outstanding bonds (the Police/Library building bonds), with annual debt service of approximately \$31,000. The city's legal debt capacity is \$15.5 million (as of June 30, 2004).

A bond measure for an indoor sports arena failed on the November 2004 ballot. No bond elections are proposed for 2005-07.

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## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget
\$50,000	\$55,000	814103	GD 1988 Library/Police-prin	\$30,000	\$0 <a href="#">Note</a>
	\$0	814105	GD 1998 Proposed Parks \$3.3	\$30,000	\$0 <a href="#">Note</a>
\$15,338	\$8,225	834103	GD 1988 Library/Police- int	\$7,175	\$0
\$1,630	\$1,740	870000	GD Registrar/Paying Agent	\$1,330	\$0
	\$0	980100	GD Reserve for Future Pymts	\$60,159	\$120,785
<b>\$66,968</b>	<b>\$64,965</b>	<b>TOTAL EXPENDITURES</b>		<b>\$128,664</b>	<b>\$120,785</b>

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## REVENUES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget
\$126,168	\$127,706	401000	GD Beg Working Capital	\$64,057	\$120,785 <a href="#">Note</a>
\$57,876	\$64,100	410100	GD Current Yr Property Tax	\$60,614	\$0
\$3,390	\$876	410200	GD Delinquent Property Tax	\$851	\$0 <a href="#">Note</a>
\$7,249	\$3,029	471100	GD Interest	\$3,142	\$0
<b>\$194,684</b>	<b>\$195,711</b>	<b>TOTAL REVENUES</b>		<b>\$128,664</b>	<b>\$120,785</b>
<b>-\$127,716</b>	<b>-\$130,746</b>	<b>TOTAL NET BUDGET</b>		<b>\$0</b>	<b>\$0</b>

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Next Program: [LID Debt Service](#) (Local Improvement District payments)

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<b>Department/Program:</b>	<b>098 Local Improvement District Bond Debt Service</b>
<b>Fund:</b>	<b>420 LID Debt Service</b>

The LID Debt Service Fund is used to account for payments and revenues associated with bonds that are sold for local improvement (or special assessment) districts. Assessments on properties that benefit directly from the improvements are used to pay off the bonds.

The Tickle Creek local improvement district (LID 9) saw the completion of improvements in FY1996-97. Improvements for the 362nd Ave. local improvement district (LID 10) were completed in 1998. The source of financing for this improvement district is a loan from the Oregon Economic Development Department.

Residents of the North Bluff Road area have expressed interest in creation of an improvement district for local extension of sewer pipes. Bond payments and assessments are included in this budget as "placeholders" in case this improvement district is formed.

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## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget	
\$0	\$0	812900	LD LID Debt Service	\$50,000	\$50,000	<a href="#">Note</a>
\$26,977	\$27,531	812903	LD OEDD LID 10 362nd princ.	\$26,000	\$29,097	
\$90,000	\$90,000	815001	LD LID 9 TC (\$.45) princ.	\$90,000	\$90,000	
\$28,468	\$27,769	832902	LD OEDD LID10 interest	\$26,000	\$22,798	
\$32,288	\$23,063	835001	LD LID 9 TC (\$.45) interest	\$17,000	\$2,306	
\$610	\$0	870000	LD Registrar/Paying Agent	\$0	\$600	
	\$0	980100	LD Reserve for Future Pymts	\$16,964	\$170,246	
<b>\$178,342</b>	<b>\$168,362</b>	<b>TOTAL EXPENDITURES</b>		<b>\$225,964</b>	<b>\$365,047</b>	

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## REVENUES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget	
\$177,365	\$55,741	401000	LD Beg. Working Capital	\$60,714	\$268,747	<a href="#">Note</a>
\$0	\$0	421006	LD LID Debt Service Assmts	\$50,000	\$50,000	<a href="#">Note</a>
\$37,813	\$33,039	421009	LD Assmt Princ. - LID 9 TC	\$60,000	\$23,600	<a href="#">Note</a>
\$58,039	\$112,059	421010	LD Assmt Princ.-LID10 362nd	\$28,000	\$4,500	<a href="#">Note</a>

\$13,428	\$1,830	426009	LD Assmt interest - LID9 TC	\$3,000	\$16,000	<a href="#">Note</a>
\$32,201	\$19,983	426010	LD Assmt int.-LID 10 362nd	\$23,500	\$1,000	<a href="#">Note</a>
\$7,130	\$936	471100	LD Interest	\$750	\$1,200	
<b>\$325,976</b>	<b>\$223,588</b>		<b>TOTAL REVENUES</b>	<b>\$225,964</b>	<b>\$365,047</b>	
<b>-\$147,633</b>	<b>-\$55,226</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>	

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Next Program: [Industrial Way Debt](#) Service



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<b>Department/Program:</b>	<b>098 Industrial Way Loan Debt Service</b>
<b>Fund:</b>	<b>430 Industrial Way Debt Service</b>

In 1997, the Oregon Economic Development Department approved grant and loan funding for water, sewer, and street improvements for industrial property west of 362nd Avenue, including the extension of Industrial Way. The loan payments are assessed against the benefiting properties. This fund accounts for the loan payment revenues and expenses.

This project made it possible for the headquarters of the Mount Hood National Forest to locate in Sandy, for the relocation and expansion of the Konell Construction Company, for the construction of the new Sandy Cinema, and for other light industrial and commercial projects that are now underway.

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget
\$42,022	\$44,070	812902	ID OEDD Ind Way -principal	\$51,434	\$58,948
	\$30,536	812904	ID OEDD cond grant pmt	\$0	\$30,000
\$60,215	\$56,345	832901	ID OEDD Ind Way -interest	\$52,061	\$46,627
	\$0	980100	ID Reserve for Future Pymts	\$140,639	\$82,560
<b>\$102,237</b>	<b>\$130,951</b>	<b>TOTAL EXPENDITURES</b>		<b>\$244,134</b>	<b>\$218,135</b>

## REVENUES

1999-01 Actual	2001-03 Actual	Object		2003-05 Budget	2005-07 Budget
\$461,448	\$538,794	401000	ID Beg Working Capital	\$205,568	\$134,561 <a href="#">Note</a>
\$214,151	\$12,580	421201	ID Assmt princ.-Ind. Way	\$14,189	\$29,059 <a href="#">Note</a>
\$37,559	\$12,149	426201	ID Assmt int - Ind Way	\$12,172	\$22,915 <a href="#">Note</a>
\$42,610	\$14,346	471100	ID Interest	\$12,205	\$1,600
\$0	\$0	478201	ID Reimb-Conditional Grant	\$0	\$30,000
<b>\$755,768</b>	<b>\$577,869</b>	<b>TOTAL REVENUES</b>		<b>\$244,134</b>	<b>\$218,135</b>
<b>-\$653,531</b>	<b>-\$446,918</b>	<b>TOTAL NET BUDGET</b>		<b>\$0</b>	<b>\$0</b>

Next Program: [Urban Renewal Agency](#)

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<b>Department/Program:</b>	<b>072 Urban Renewal</b>
<b>Fund:</b>	<b>720 Urban Renewal</b>

The Sandy Urban Renewal Agency was created by the City Council in 1998, to complete improvements in the downtown and commercial areas using [tax increment](#) financing.

The Board of the Urban Renewal Agency consists of the City Council, plus a representative of the Sandy Fire District, and a Sandy business representative.

PAST GOALS	ACCOMPLISHMENTS
Issue bonds	Short term bonds (\$800,000) were sold in July of 2002.
Complete improvements based on the direction of the urban renewal advisory committee and the urban renewal agency board.	"Streetscape" improvements were made to the areas in front of city hall and the library as demonstration projects for the urban design guidelines. Land was acquired for a downtown public parking lot.
<b>OBJECTIVES FOR THE NEXT BIENNIUM</b>	
<ul style="list-style-type: none"> <li>● <b>Council goal:</b> Construct a downtown public parking lot.</li> <li>● <b>Council goal:</b> Explore the feasibility of an office building featuring executive suites.</li> <li>● Pursue creation of a downtown public plaza.</li> </ul>	

## EXPENDITURES

1999-01 Actual	2001-03 Actual	Object	2003-05 Budget	2005-07 Budget
\$26,226	\$29,521	511100 UR Salaries	\$25,308	\$33,133
\$2,135	\$2,239	521100 UR Benefits City pd M&D	\$4,065	\$4,652
\$1,985	\$2,300	521200 UR Benefits City pd FICA/me	\$1,538	\$2,534
\$1,281	\$1,651	521300 UR Benefits City pd PERS	\$2,715	\$5,362
\$670	\$1,959	521360 UR Benefit city pd Df Comp	\$0	\$0
\$20	\$23	521400 UR Benefits City pd LifeIns	\$22	\$424
\$22	\$14	521600 UR Pr tax Unemployment	\$145	\$242
\$40	\$0	521700 UR Pr tax Tri-Met	\$0	\$0
\$159	\$208	521800 UR Pr tax Workers Comp.	\$96	\$131

\$253	\$1,316	601100	UR Supplies	\$10,000	\$10,000
	\$0	601200	UR Postage	\$0	\$0
\$452	\$151	601300	UR Printing	\$500	\$500
\$330	\$32	601400	UR Copier Charges	\$100	\$100
\$250	\$0	601700	UR Memberships	\$50	\$50
	\$0	601800	UR Books, Publications	\$100	\$100
\$123	\$0	602300	UR Training, Prof. Adv.	\$400	\$200
	\$250	605100	UR Contractual Services	\$0	\$0
\$413	\$13,170	608100	UR Professional Services	\$20,000	\$0
\$0	\$4,025	608102	UR City Attorneys	\$0	\$1,000
	\$10,025	608700	UR Prof Serv 1-Way Grid Analys	\$1,000	\$0
	\$50	640100	UR General Expenditures	\$0	\$0
	\$41,115	716000	UR Improvements	\$200,000	\$0
	\$10,858	716010	UR City Hall Improvements	\$0	\$0
	\$93,260	716020	UR Library Improvements	\$0	\$0
	\$84,452	716030	UR Park Lot Pur/Design/Improve	\$300,000	\$450,000
	\$565	716040	UR East Island Improvements	\$0	\$0
	\$25,299	716050	UR West Island Improvements	\$0	\$0
	\$1,993	716060	UR Sears Parking Lot Improve	\$15,000	\$0
	\$18,617	716070	UR Spring 2002 landscape	\$0	\$0
\$0	\$4,448	716080	UR Downtown Plaza Project	\$250,000	\$200,000
\$0	\$8,085	716090	UR Banners & Hardware	\$0	\$5,000
\$0	\$0	716100	UR Leather's Lot	\$50,000	\$24,000
\$0	\$0	716200	UR Pedestrian Signals	\$100,000	\$240,000
\$4,000	\$0	740100	UR Computer Equipment	\$0	\$0
	\$0	760500	UR Fire Equipment, Improve.	\$200,000	\$200,000
\$0	\$16,516	760550	UR Fire Sidewalk Project	\$0	\$0
\$0	\$0	760700	UR Dwtwn Ute Underground Proj	\$0	\$1,500,000
	\$144,867	814100	UR Bond Principal Payments	\$320,000	\$605,000
	\$39,760	834100	UR Bond Interest Payments	\$75,000	\$130,900
\$12,480	\$13,623	910110	UR Transfer to General Fund	\$11,245	\$16,111
	\$0	950000	UR contingency	\$69,877	\$80,215
<b>\$50,839</b>	<b>\$570,394</b>		<b>TOTAL EXPENDITURES</b>	<b>\$1,657,161</b>	<b>\$3,509,654</b>

## REVENUES

1999-01 Actual	2001-03 Actual		Object	2003-05 Budget	2005-07 Budget
	\$181,322	401000	UR Beginning Working Capital	\$1,006,161	\$803,170
\$219,497	\$476,470	410100	UR Current Year Tax Increment	\$650,000	\$1,196,484
	\$4,740	410200	UR Delinquent Tax Increment	\$0	\$0
\$8,393	\$17,837	471100	UR Interest Revenue	\$1,000	\$10,000
	\$800,000	495200	UR Proceeds from Bonds	\$0	\$1,500,000
<b>\$227,890</b>	<b>\$1,480,368</b>		<b>TOTAL REVENUES</b>	<b>\$1,657,161</b>	<b>\$3,509,654</b>
<b>-\$177,051</b>	<b>-\$909,974</b>		<b>TOTAL NET BUDGET</b>	<b>\$0</b>	<b>\$0</b>

## STAFF

<b>1999-01 Actual</b>	<b>2001-03 Actual</b>	<b>Position</b>	<b>2003-05 Budget</b>	<b>2005-07 Budget</b>
0.13	0.13	Associate Planner	0.13	0.13
0.07	0.07	City Manager	0.07	0.07
0.07	0.07	Plng & Dev Director	0.07	0.07
<b>0.27</b>	<b>0.27</b>	<b>TOTAL STAFF</b>	<b>0.27</b>	<b>0.27</b>

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The table below shows authorized staff levels in Full Time Equivalent positions.  
For staffing details for each department, click on the department name.

DEPARTMENT	1997-99	1999-01	2001-03	2003-05
<a href="#">Administration</a>	2.6	1.8	1.8	1.9
<a href="#">Municipal Court</a>	1.0	1.0	1.1	1.1
<a href="#">Finance</a>	1.0	1.6	2.0	2.0
<a href="#">Library</a>	7.1	7.9	8.0	7.1
<a href="#">Police</a>	11.3	12.8	11.5	12.5
<a href="#">Animal Control/Code Enforcement</a>	1.0	1.0	1.0	1.3
<a href="#">Recreation</a>	1.9	2.0	2.0	2.0
<a href="#">Seniors</a>	3.2	3.3	3.4	3.3
<a href="#">Parks Maintenance</a>	1.3	1.3	1.8	1.8
<a href="#">Planning</a>	.0	2.1	1.8	1.8
<a href="#">Building</a>	4.5	2.0	2.4	2.8
<a href="#">Non-Departmental</a>	.3	.3	.3	.8
<b>GENERAL FUND</b>	<b>35.0</b>	<b>37.0</b>	<b>36.9</b>	<b>38.2</b>

### OTHER FUNDS

<a href="#">Water</a>	3.8	3.8	3.1	2.9
<a href="#">Sewer</a>	3.9	4.0	1.9	2.1
<a href="#">Streets</a>	2.0	2.0	2.0	2.0
<a href="#">Stormwater</a>	.0	.0	.0	.5
<a href="#">Telecom</a>	.0	.0	.0	.5
<a href="#">Transit</a>	1.0	1.3	1.2	1.7
<a href="#">Urban Renewal</a>	.3	.3	.3	.3
<b>ALL FUNDS</b>	<b>45.9</b>	<b>48.2</b>	<b>45.4</b>	<b>48.2</b>

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## CITY OF SANDY ORGANIZATION CHART

Budget units are referred to, interchangeably, as programs or departments (for example, the code enforcement program, or the water department). For management purposes, the city is organized into functional departments that may be responsible for several budgetary units. For example, while we commonly refer to the "water department" or the "sewer department," these are actually separate budgetary programs that fall under the direction of the Public Works Department, and are managed by the Public Works Director.

The Organization Chart below shows the management structure of the city and the **operating** budgets that each department is responsible for. As the organizational hierarchy indicates, the City Council is ultimately responsible for the entire budget.

- **City Council:** Linda Malone (Mayor), Steve Nerz, Roberta Kennedy, Bill Leslie, Phil Moyer, Gabe Achterman, Dave Nelson. [Council budget](#)

**City Manager:** Scott Lazenby.

[Administration](#) [Telecommunications](#) [Urban Renewal](#)

- **Finance Department:** Larry Stohosky.  
[Finance budget](#)  
[Municipal Court](#)
- **Library Department:** Beth Scarth.  
[Library budget](#)
- **Police Department:** Harold Skelton  
[Police](#)  
[Animal Control/Code Enforcement](#)
- **Community Services Department:** Nancy Enabnit  
[Recreation](#)  
[Senior Center](#)  
[Transit Fund](#)
- **Planning & Development Department:** Tracy Brown  
[Planning](#)  
[Building](#)
- **Public Works Department:** Mike Walker  
[Parks Maintenance](#)  
[Street Fund](#)  
[Water Fund](#)  
[Sewer Fund](#)  
[Stormwater Fund](#)

- **City Attorney:** Jack Hammond  
[Legal budget](#)

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The following table shows projected beginning and ending fund balances, starting with the actual beginning balance in the current biennium

FUND	03-05 Beginning Balance	Plus: 03- 05 Est. Revenue	Less: 03-05 Est. Expenditure	Equals: 03-05 Ending Balance	05-07 Beginning Balance	Plus: 05- 07 Revenue	Less: 05-07 Expenditure	Equals: 05-07 Ending Balance
GENERAL FUND	1,853,278	\$6,630,982	\$6,406,429	\$2,077,831	\$2,077,831	\$6,999,148	\$7,825,236	\$1,251,743
STREET FUND	170,916	\$1,503,314	\$1,539,621	\$134,609	\$134,609	\$2,037,810	\$2,167,149	\$5,270
TRANSIT FUND	197,307	\$1,984,500	\$1,659,250	\$522,557	\$522,557	\$2,762,500	\$3,019,058	\$265,999
PARKS CAPITAL PROJECTS FUND	426,916	\$504,000	\$246,800	\$684,116	\$684,116	\$910,000	\$1,550,100	\$44,016
LID CAPITAL PROJECTS FUND	0	\$0	\$0	\$0	\$0	\$200,000	\$200,000	\$0
G. O. DEBT SERVICE FUND	71,835	\$80,000	\$31,050	\$120,785	\$120,785	\$0	\$0	\$120,785
LID DEBT SERVICE FUND	52,879	\$371,000	\$155,132	\$268,747	\$268,747	\$96,300	\$194,801	\$170,246
INDUSTRIAL WAY DEBT SERVICE FD	207,135	\$30,921	\$103,495	\$134,561	\$134,561	\$83,574	\$135,575	\$82,560
WATER FUND	5,041,476	\$2,079,942	\$1,961,306	\$5,160,112	\$5,160,112	\$2,329,700	\$3,031,801	\$4,458,011
SEWER FUND	3,126,792	\$2,345,702	\$3,476,057	\$1,996,437	\$1,996,437	\$2,506,675	\$2,352,539	\$2,150,573
STORMWATER	3,860	\$28,773	\$28,773	\$3,860	\$3,860	\$1,326,000	\$1,311,135	\$18,725
TELECOMMUNICATIONS	25,105	\$231,856	\$255,454	\$1,507	\$1,507	\$448,883	\$447,118	\$3,273
URBAN RENEWAL	851,334	\$825,309	\$874,139	\$803,170	\$803,170	\$2,706,484	\$3,429,439	\$80,215

Notes:

1. The numbers in the Revenue columns **exclude** beginning balances (which are considered as revenues elsewhere in the budget document).
2. The 05-07 Ending Balance numbers **include** contingency and reserve accounts, on the assumption that these accounts are not spent..

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Overhead costs (finance, payroll, administration, etc.) are accounted for in the General Fund and allocated to the various operating funds through an "indirect cost allocation model." This cost allocation is summarized in the table below.

INDIRECT COST ALLOCATION								
2005-07								
Cost Allocation Factors	General	Water	Sewer	Transit	Stormwater	Urban Ren.	Street	Total
Total Fund Budgets	\$8,987,870	\$7,489,812	\$4,503,112	\$3,285,057	\$1,329,860	\$3,509,654	\$2,172,419	\$31,277,784
Net Operating Costs	\$7,355,976	\$1,217,907	\$1,302,167	\$1,377,007	\$129,500	\$58,428	\$870,919	\$12,311,904
Percent, Total	29%	24%	14%	11%	4%	11%	7%	100%
Percent, Net Op.	60%	7%	11%	11%	1%	0%	7%	100%
Staff, FTE	39.04	2.92	2.13	1.67	0.50	0.27	2.00	48.53
Percent	80%	6%	4%	3%	1%	1%	4%	100%
Combined %	70%	7%	7%	7%	1%	1%	6%	99%
Costs Allocated by Total Budget (25%) and Operating Budget(75%):								
Finance Dept.	\$328,299							
	52%	11%	12%	11%	2%	3%	7%	98%
Cost Allocation	\$174,382	\$37,872	\$38,676	\$36,940	\$6,211	\$10,602	\$23,617	\$328,299
Costs Allocated by Combined Staff & Operating Budget Ratios:								
Administration			\$343,573					
Council			\$39,780					
City Attorney & Legal			\$130,000					
Non-Departmental			\$502,232					
			\$1,015,585					
Cost Allocation	\$722,059	\$67,424	\$77,080	\$75,329	\$10,724	\$5,310	\$57,660	\$1,015,585
Salary	\$3,366,712	\$258,157	\$185,973		\$33,342	\$33,133	\$158,926	\$4,036,243
Payroll Tax	\$20,200	\$1,549	\$1,116		\$200	\$199	\$954	\$24,217
Total Transfers to General Fund		\$106,844	\$116,872	\$112,268	\$17,135	\$16,111	\$82,230	\$451,460
		Less equiv. payroll tax		-\$24,217				
				\$88,051				

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The City of Sandy has adopted master plans for transportation, water, sewer, and park systems. A draft master plan for storm water is nearing completion. These master plans include Capital Improvement Plans that guide the city the timing and budgeting of major improvement projects and equipment purchases. These master plans were generally developed before the World Wide Web was in common use, and are not yet available on-line. Copies are, however, available at Sandy City Hall, 39250 Pioneer Blvd.

The table below lists all improvements and equipment purchases over \$25,000 that are included in the 2003-05 budget, and that help implement the master plans noted above.

Fund	Department	Object	Description	2003-05 Budget
GENERAL FUND	Seniors	720000	GFsen Buildings	\$25,000
GENERAL FUND	Parks Maintenance	715000	GFpkm Parks Imprvmnts-General	\$84,000
GENERAL FUND	Parks Maintenance	715010	GFpkm Meinig Park	\$50,000
GENERAL FUND	Non-Departmental	721000	GFnd City Hall	\$60,000
GENERAL FUND	Non-Departmental	721010	GFnd Community Center Roof	\$40,000
GENERAL FUND	Non-Departmental	721015	GFnd Pol Radio Infrastructure	\$75,000
GENERAL FUND	Non-Departmental	740101	GFnd Archive equipmnt/software	\$33,000
STREET FUND	Streets	733001	SF STP Funds Projects	\$60,000
STREET FUND	Streets	734000	SF Street System Imprvmnts	\$40,000
STREET FUND	Streets	734005	SF Ruben Lane Connection	\$700,000
STREET FUND	Streets	734505	SF SDC Dubarko Rd.	\$250,000
STREET FUND	Streets	760000	SF Machinery & Equipment	\$50,000
STREET FUND	Streets	784007	SF ODOT LSN - Hood-Pleasant	\$50,000
TRANSIT FUND	Transit	734600	TR Bus Barn	\$1,500,000
TRANSIT FUND	Transit	750000	TR Transportation Eq.	\$45,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715013	PC Meinig Park Restrooms	\$130,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715014	PC Meinig Park Amphitheater	\$200,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715015	PC Meinig Park Main Stage	\$25,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715016	PC Meinig Park Parking Lot	\$50,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715071	PC Tickle Creek Bike Path	\$370,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715072	PC Sandy River Park	\$100,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	715200	PC Sandy Bluff Park	\$110,000



PARKS CAPITAL PROJECTS FUND	No Operating Division	715900	PC Future Parks Projects	\$25,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	785110	PC Cascadia Parks SDC Reim.	\$75,000
LID CAPITAL PROJECTS FUND	No Operating Division	734060	LC Bluff Rd. Sewer Lid	\$200,000
WATER FUND	Water	710000	WF Land	\$500,000
WATER FUND	Water	714001	WF Brownell Springs	\$60,000
WATER FUND	Water	732000	WF Water System Improvemnts	\$85,000
WATER FUND	Water	772004	WF Guaging station/intake	\$200,000
WATER FUND	Water	772012	WF Dubarko Dr. LSN Water Line	\$175,000
WATER FUND	Water	780000	WF Oversizing/Special Proj.	\$100,000
SEWER FUND	Sewer	733000	SF Sewer System Improvemnts	\$150,000
SEWER FUND	Sewer	760000	SF Machinery and Eq.	\$100,000
SEWER FUND	Sewer	773000	SF Major Repairs - Sewer	\$25,000
SEWER FUND	Sewer	773020	SF North Bluff Sewer SDC Reim	\$30,000
SEWER FUND	Sewer	780000	SF Oversizing/Special Proj.	\$200,000
STORMWATER	Stormwater	710000	SW 17600 Bluff Road	\$30,000
STORMWATER	Stormwater	732000	SW Improvements	\$962,500
STORMWATER	Stormwater	760000	SW Machinery and Equipment	\$100,000
TELECOMMUNICATIONS	Telecom	740300	TC Wireless Network	\$46,900
URBAN RENEWAL	Urban Renewal	716030	UR Park Lot Pur/Design/Improve	\$450,000
URBAN RENEWAL	Urban Renewal	716080	UR Downtown Plaza Project	\$200,000
URBAN RENEWAL	Urban Renewal	716200	UR Pedestrian Signals	\$240,000
URBAN RENEWAL	Urban Renewal	760500	UR Fire Equipment, Improve.	\$200,000
URBAN RENEWAL	Urban Renewal	760700	UR Dwtwn Ute Underground Proj	\$1,500,000

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Cities typically borrow money for two reasons:

1. Where spreading the cost of a project or improvement allows future users who benefit from the project to help pay for it. For example, a water treatment plant might be built and sized for growth of the city over twenty years. Borrowing money, through a bond sale or loan, allows the cost of this facility to be spread over the future population and reduces the burden on the current users.
2. Where there is a direct financial advantage to borrowing. For example, the City of Sandy has taken advantage of low-interest state and federal loans for water and sewer projects, where the loan rate is *less* than the average yield of the city's long term investments.

Unlike the federal government, the City of Sandy **does not** borrow money to pay for current operations (in fact, it is prohibited by state law from doing so).

Overall, the City of Sandy has a very low level of debt. We have taken advantage of low-interest federal and state loans to build our sewage treatment plant (1997), but even here the loans totaled less than half the cost of the plant (federal and state grants and development fees helped fund the remainder). (See [Sewer Fund](#) budget).

In spite of a healthy water fund cash balance (mostly through development fees), the City in 2002-03 finalized a state loan for expansion and renovation of our water treatment plant, because the interest rate (4%) was too good to pass up. Even though current city investment yields are fairly low, we believe that over the life of this loan, we will be able to make long-term investments of the "freed up" cash at a higher interest rate. And the cash will be available to help construct the Salmon River water treatment plant, which we project that we will need in approximately eight years. (See [Water Fund](#) budget).

The City of Sandy has also borrowed funds for smaller street, water, and sewer projects that benefit a targeted area of the city. These are part of [local improvement](#) (or "special assessment") districts where the benefited properties pay directly for the improvements. The city is able to use its borrowing power to obtain low interest (tax free) bond or loan funds, and pass the interest savings on to the property owners. In the case of one of the improvement districts (Local Improvement District #10, 362nd Street), as well as the [Industrial Way](#) improvements, the source of funds was a low-interest loan from the Oregon Economic and Community Development Department, where the state uses lottery proceeds to cover the cost of issuance of bonds.

### General Obligation Debt

The sources of funds for repayment of the debt noted above include user fees, development fees, or special assessments, but **not** general taxes. Typically, citizens are

most interested in "general obligation" bonds, where the ultimate responsibility for repayment of the debt rests with property tax payers.

As noted in the [General Obligation Debt](#) page, the last of the City of Sandy's general obligation bonds (for purchase and renovation of the police/library building) was retired in 2004. At this point, the city has **no** outstanding general obligation bonds, even though the legal debt capacity under state law (based on the city's taxable assessed value) is \$15.5 million as of June 30, 2004.

While this situation may be financially conservative, it is not necessarily financially prudent. In a growing city like Sandy, it **is** financially prudent to spread the cost of facilities over future residents through the use of bonds. But the Oregon constitution, combined with recent ballot initiatives (particularly Measures 47 and 50) have made it relatively difficult for cities to issue general obligation bonds. Doing so requires not only the support of a majority of city voters, but the voter turnout (for most elections) must exceed fifty percent.

The table below summarizes the current and proposed long term debt for the city:

	TYPE OF DEBT					
	Local Improvement District #9 (Tickle Creek)	Local Improvement District #10 (362nd Ave.)	Industrial Way State Loan	State Loan, Sewer Plant	Federal Loan, Sewer Plant	State Loan, Water System
Principal and Interest cost, 2005-07 biennium	\$94,612	\$53,600	\$105,755	\$91,717	\$334,422	\$278,5481
Remaining Balance at end of period	\$0	\$214,803	\$386,034	\$314,414	\$2,722,640	\$1,681,300
Source of Payment	Special assessments to benefited properties	Special assessments to benefited properties	Special assessments to benefited properties	Sewer user fees	Sewer user fees	Water User Fees

This table excludes Urban Renewal bonds, since the Urban Renewal Agency is technically a separate unit of government. However, the urban renewal agency board is the City Council, and for all practical purposes the Agency is a department of the city, and this budget document treats the Urban Renewal fund and operations as part of the city.

In 2002-03, the city ([Urban Renewal Agency](#)) sold \$800,000 in bonds for improvements in the urban renewal district (primarily in downtown Sandy). These were short-term (5 year) bonds. Principal and interest in the 2005-07 biennium will be \$369,253, paid through [tax increment](#) revenues. These bonds will be retired this biennium, and the budget includes an additional \$1.5 million urban renewal bond sale.

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**Fiscal Year:** The twelve-month period used for budget and financial purposes. For local governments in Oregon, the fiscal year begins on July 1 and ends the following June 30. Sandy has adopted a 24-month fiscal period (a biennium) that begins on July 1 of odd-numbered years and ends 24 months later.

**Franchise fees:** Annual fees paid by utilities (electricity, telephone, cable TV, natural gas) for the use of the city's public rights-of-way, or that are granted a service monopoly that is regulated by the city (garbage collection). The franchise fee is typically a set percentage of gross revenues within the city.

**FTE:** Full time equivalent staff positions. For example, two staff people who each work half time are together equivalent to one full time position. Or, a person who works 30 hours per week accounts for 0.75 FTE.

**Measure 50:** A state ballot measure that provided a one-time reduction in taxable assessed property value, and capped increases in taxable assessed value to 3% per year, regardless of market-based value increases.

**Systems Development Charges:** Also known as "impact fees." Charged to new development when building permits are issued as the cost of additional capacity in the street, water, sewer, and park systems.

**Tax Increment Financing:** The method of financing used for Urban Renewal Districts in Oregon. Under tax increment financing, there is little or no increase in taxes paid by property owners, but some of the taxes from growth in property value is diverted from local governments to pay the principal and interest on urban renewal bonds. For an explanation of tax increment financing from the Oregon Department of Revenue, click [here](#).

**Unfunded Mandate.** A requirement--typically from the national or state government--imposed on the city, with no accompanying funds to carry out the requirement.



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## ACRONYMS AND JARGON

4(d)	Rules for complying with Endangered Species Act
ADA	Americans with Disabilities Act
AICPA	American Institute of Certified Public Accountants
BANANA	Build Absolutely Nothing Anywhere Near Anything
BCC	Board of County Commissioners
Blue Book	Directory of state agencies and governments; latest edition of GAAFR
C-COM	Clackamas County Communications (police and fire dispatch)
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
CIS or CCIS	City County Insurance Service
Comp Plan	Comprehensive Plan (Sandy 2040 Plan)
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development (state)
DSL	Division of State Lands
DSL (2)	Digital Subscriber Line (phone-based broadband)
ESA	Endangered Species Act
FSH ("FiSH") Overlay	Flood and Slope Hazard Overlay (Sandy Development Code)
FSHR ("Fisher")	Flood, Slope Hazard, and Riparian protection ordinance (son of FSH)
GAAFR	Government Accounting Auditing and Financial Reporting
GAAP	Generally Accepted Accounting Principles
GFOA	Government Finance Officers Association
GIS	Geographic Information System (computer mapping software)
HB__	House Bill
ICMA	International City Management Association
ISTEA ("Iced Tea")	Predecessor to TEA-21
JPACT	Metro transportation policy committee
LCDC	Land Conservation and Development Commission (state)
LGPI	Local Government Personnel Institute
LID	Local Improvement District (or special assessment district)
LNIB	Library Network Intergovernmental Board
LOC	League of Oregon Cities

LUBA	Land Use Board of Appeals
MPAC	Metro Policy Advisory Committee (includes city representatives)
NIMBY	Not In My Back Yard
NLC	National League of Cities
NMFS ("nymphs")	National Marine Fisheries Service
NMTO	Not in My Term of Office
NOPE	Not on Planet Earth
ODOT	Oregon Department of Transportation
OECD	Oregon Economic & Community Development Department
ORS	Oregon Revised Statutes
PERS	Public Employee Retirement System
RFP	Request for Proposals
RFQ	Request for Qualifications
SB__	Senate Bill
SDC	Systems Development Charge (or "Impact Fee")
STIP	Statewide Transportation Improvement Program
TEA-21	Transportation Equity Act for the 21st Century (Federal gas tax bill)
TIF	Tax Increment Financing (used in urban renewal districts)
Tri-Met	A transit district operating in the Portland metro area
TSP	Transportation System Plan
UGB	Urban Growth Boundary

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## Budget Process

The City of Sandy's Biennial Budget process begins in December of even-numbered years, when the Budget Officer (City Manager) distributes the **Budget Manual** to department heads. The manual provides a summary of the financial outlook for the coming biennium, the city's [budget policies](#), and detailed instructions for preparing and submitting budget worksheets (including "departmental" revenues).

Operating departments are given spending targets that they are expected to remain within. While they are fleshing out the line item details, the city manager and finance director prepare estimates for general revenues, and begin to balance the proposed budget at the fund level.

Departmental budget detail worksheets are due at the end of January. The budget officer (city manager) and finance director then prepare the overall budget document for review by the Budget Committee. For 2003-05, this "document" was the web site that you are now viewing (although prior to changes in the proposed budget that were made by the Budget Committee). This not only allowed the Budget Committee members to see the budget material as it was being prepared, it also allowed any member of the public to view the same information.

The Budget Committee (made up of the City Council plus up to seven city residents) began reviewing the budget in April, and made their final recommendations in May, 2003 (the list of changes made by the Committee is included as a [postscript](#) to the Budget Message). The Budget Committee sets the upper limit of total appropriations.

The City Council held a public hearing on the proposed budget in late May, and adopted it by Resolution ([Resolution 2003-16](#)) in early June.

The new biennium begins on July 1, 2003.

## Basis of Accounting and Budgeting

The City of Sandy budgets for governmental funds, which include the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Fund, based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded when incurred with the exception of principal and interest on long term debt, which are recorded when due.

The budgets for all Enterprise Funds, which include the Water, Sewer, Stormwater, and Telecommunications Funds, are prepared using the accrual basis of accounting, with exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

- Capital outlay is budgeted as an expenditure in the year purchased. Depreciation is not budgeted.



- Interest capitalized on construction projects is budgeted as interest expense. Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- Principal payments are shown as expenditures rather than reductions of the liability.
- Development and annexation fees are shown as revenues, not capital contributions.
- Encumbrances are treated as expenditures in the year they are encumbered, not when the expense occurs.
- Grants obtained for the construction of assets are considered to be revenues, not capital contributions.
- Receipts of long-term receivables are considered to be revenues, not reductions of the receivable.
- Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not.
- Purchases of inventory are considered to be expenditures when purchased, not when sold or used.
- Debt issue and discount costs are considered to be expended when paid, not capitalized and amortized over the life of the bonds.
- Gains or losses on the early retirement of debt are considered to increase or decrease the funds available in the year in which they occur and are not capitalized and amortized over the life of the bonds.
- Accrued compensated absences are not considered to be expenditures until paid.
- Interest earned on escrowed cash and investments is not considered to be revenue for budget purposes.

The City's Comprehensive Annual Financial Report ("CAFR") uses "generally accepted accounting principles" (gaap) and reports revenues and expenditures differently for the Enterprise funds, as noted above. The CAFR includes tables that highlight and reconcile the differences between the budget basis and "gaap" basis for these funds.

Operating expenditures are controlled at the department level for General Fund and the category of expenditure (e.g., personnel costs, supplies and services, equipment and capital improvements, etc.) level for other funds and may not exceed appropriations at those levels.

### **Amending the Budget**

Budget transfers within a department (General Fund) or within a category of expenditure (other funds) may be made with administrative approval provided that the transfer is within the same fund. Transfers between departments within the General Fund or between expenditure categories in other funds require City Council approval by resolution. Transfers between funds require City Council approval by resolution or ordinance.

By Oregon law, to increase the total budget of any fund by more than ten percent, the City must go through a supplemental budget process, where the proposed amendment is published in the local newspaper, along with a notice of a public hearing on the proposed change. (The law provides some exceptions, such as when unanticipated grants are awarded).

For an excellent summary of Oregon budget law, see the [Oregon Department of Revenue's](http://www.oregon.gov/Revenue/Pages/default.aspx) web site.