

City of Sandy Memorandum

DATE: March 27, 2009

TO: City Council
Budget Committee

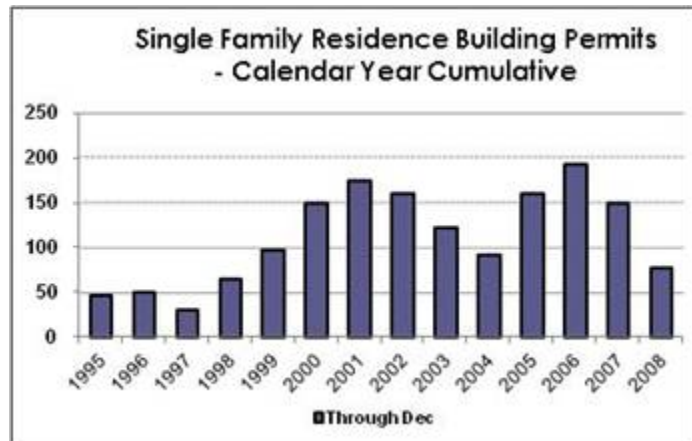
FROM: Scott Lazenby, City Manager & Budget Officer

RE: **PROPOSED 2009-11 BIENNIUM BUDGET**

WHERE WE HAVE BEEN

After a decade of steady residential and commercial development, the past biennium has seen the first effects of the nation-wide recession. The number of new home permits plummeted in 2008, and the value of permits issued (including commercial permits) was the lowest in a decade. Building permit fees and systems development revenue fell accordingly.

Nevertheless, the biennium has seen the completion of some significant city projects. We received a very favorable bond rating (AA from Standard & Poors) and sold urban renewal bonds in August of 2008 prior to the general failure of the credit markets. We were thus able to secure an excellent (low) interest rate. This funded a major investment in downtown streetscape improvements, including the removal of overhead utility wires. The ribbon cutting for a new downtown plaza was held in July, 2008, and two new traffic signals are being installed now to improve pedestrian circulation.



Substantial progress was made on the Tickle Creek Trail, with completion scheduled for summer of 2009. A partnership with the US Forest Service and a contract with an Americorps crew allowed the city to realize significant savings in this project.

The new city Field Operations Center--housing our transit and public works departments as well as police evidence and city archives—was completed in early 2008 with the help of major federal and state transit grant funding. A new main stage was constructed in Meinig Park. An acoustic concert series was launched in 2007 in the new amphitheater (built in the prior biennium). Traffic circulation in the northwest section of the city was improved with the completion of the Bell Street and Jewelberry projects.

After considering several options, the City Council approved a long-term agreement with the City of Portland for future access to Bull Run water, not only ensuring that Sandy will have access to water for future growth, but also providing an excellent backup source to our existing Alder Creek and Brownell Springs water resources. After much work by staff, consultants, and the Planning Commission (and significant public participation), the Council

adopted new design standards for commercial buildings. With strong support from citizens and business owners, the Council amended the Urban Renewal Plan with \$13 million in additional spending authority.

In spite of the weakening economy, the Walgreens center was a significant new investment in Sandy's downtown. A Bi-Mart store opened in the Sandy Marketplace, breathing new life into that shopping center. Voters, in the November 2008 general election, approved both a new Sandy High School and the creation of a library district that will provide long term funding for Sandy's library and others in the county network.

WHAT THE FUTURE HOLDS

In spite of the most serious economic downturn in many decades, and in contrast to the experience of many other cities and state governments, Sandy's government is financially stable. While some external factors have contributed to our financial health, I believe the most important factor is our history of financial management, and the adoption of budgeting techniques that are rare among governments.

Sandy's Budget Process

Since 1993, Sandy has used "expenditure control budgeting," a practice highlighted in the book, *Reinventing Government*, but so far ignored by most governments. The features of this budgeting system are described more fully below, but a central tenet is the ability of operating departments to carry over into the next fiscal period any budget savings (including revenues over budget estimates). They could then, subject to City Council review and approval, spend the savings in future years, or set aside some of the savings in departmental contingency accounts.

Due to the strong residential and commercial development over the past fifteen years, our building and planning operations built up the largest contingency accounts. To its credit, the City Council allowed these funds to accumulate (rather than being spent in other areas), in the knowledge that the building industry is cyclical, and the only question about a downturn is "when" and not "if." These are, of course, *precisely the programs that are most severely affected* by the current building slump. Our entire planning and building department consists of only five employees, including a single building official to handle all plan reviews and all building inspections. The departmental contingency reserves will see us through the next biennium, allowing the staff to take a much-needed break from current development to update master plans and fine-tune the development code.

The carryover savings program also builds in strong incentives to provide services more efficiently. A recent example is the implementation of live and archived streaming video of meetings of the City Council and Planning Commission. In addition to providing better transparency to citizens, it has increased staff efficiency by reducing the detail required for meeting minutes (and by providing tools to create the minutes as the meeting is in process) and by reducing the demand for copies of transcripts from attorneys and other interested parties. There have been many examples like this in which the city's operating managers have made use of technology and streamlined processes to provide service more efficiently.

Further, the city's adoption of a biennial budget has encouraged us to take a longer view of the consequences of budget and program decisions. Given the uncertainties in estimating revenues and expenses for a twenty-four-month period, it has also encouraged us to be conservative in both revenue and expenditure projections. Once a government begins a

practice of conservative estimates, it is relatively easy to sustain, because budgeted expenditures are based on actual trends in revenues rather than guesses on what the future will hold.

Other Stabilizing Factors

Ballot Measure 50, passed by the Oregon voters in the 1990s, disconnected property assessed value from market value. This would have been a disaster for Sandy (and other local governments) if inflation had been high, but in fact the CPI has averaged only slightly more than the 3% growth in assessed value allowed by Measure 50. Sandy's residential and commercial growth has also contributed to growth in the tax base. The good news now (at least for our general fund budget) is that even as market values are dropping, the average assessed value is so far below market value that our base will continue to grow by at least 3% per year.

Next to property tax, the largest source of revenue in the general fund is franchise fees paid by private utilities for the use of the city's rights-of-way. The largest contributors are the electricity and natural gas utilities. While we are estimating only modest increases for the next biennium, increases in world energy costs means that we are starting the biennium at a higher base than was estimated in the 2007-09 budget.

Finally, as noted above, the passage of the library district ballot measure means that we can eliminate the \$120,000 per year (temporary) general fund subsidy of the library. The majority of the patrons of the Sandy library live outside the city. City residents have paid for the building, and the city picks up all administrative and overhead costs, but the operation of the library (including the Hoodland branch) will now be fully supported by the countywide district levy.

For all these reasons, Sandy's general fund is relatively healthy as we head into 2009-11. Other funds have been hit hard by the sharp drop-off of building-related revenues (systems development charges). We will see few parks or street improvements in the next biennium, but on the other hand, the reduction in population growth means that there is also a reduction in the need for increased capacity in parks and streets. Likewise, we will be able to hold off major water systems investments (a reservoir and the Bull Run intertie) until we see growth in both population and development fee revenue.

One unknown in the coming budget is the amount of federal Economic Stimulus dollars that may eventually trickle into our budget. We have made some provisions for receiving and spending these dollars, and the budget can be amended if our projections are overly conservative.

BUDGET FEATURES

Biennial Budget. This will be our fourth biennial budget. We have used a two-year budget since 1993, and state law has more 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 2008 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 eight budget cycles, so the operating departments have, for the most part, used their own revenue sources to cover inflation and growth-related increases in non-salary items for sixteen years in a row.

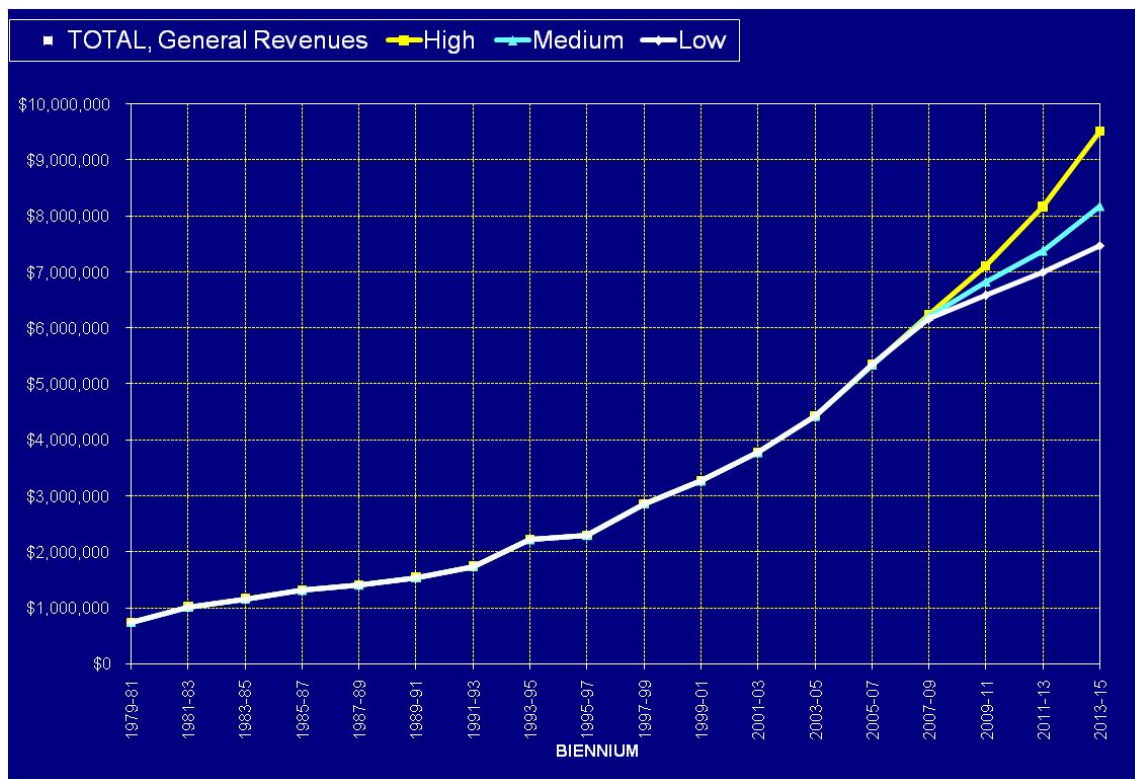
CITY COUNCIL GOALS

In January of 2009, the City Council held a goal and policy setting retreat. The goals adopted by the Council at that session are published the city's [web site](#).

BUDGET HIGHLIGHTS

General Fund

As noted above, we have seen steady revenue growth through the current biennium. This puts us in a good position going into the next biennium, but we are using conservative projections in light of current economic conditions as shown in the graph below (we are generally using the “medium” projection of our six-year financial forecast).



Administration. With the increased use of computer technology by all city staff, it is becoming apparent that it is unrealistic to have a single Network Administrator manage *both* our SandyNet ISP and our internal computer system. We propose adding an IT Analyst who would assist Joe Knapp in managing our internal and citywide networks. The cost would be split between the SandyNet and general funds.

Police. For several years, the Oregon Trail School District has expressed its intention to assist in funding the School Resource Officer position, but has never actually budgeted to do so. A survey of other Oregon cities found that of nine that have SRO positions, seven of them

receive at least 50% funding support from the school district (two other cities—Hood River and Junction City—eliminated their SRO positions when funding was cut). Given the state's budget chaos, we don't hold much hope for funding from the school district in 2009-10. But we have budgeted partial funding (38%, reflecting 50% funding for the nine months of the school year) in the second year of the biennium, which would allow us to add an officer at that time. If the district is unable to provide funding assistance, we would not add the officer.

With the help of funding from Clackamas County, we plan (in 2011) to expand the library into the space now occupied by the police department. The City Council has met with the board of the Sandy Fire District to explore options for relocation of the police department (including the possibility of a joint police/fire facility). The proposed budget includes funds for both architectural review of alternatives (in the Urban Renewal budget).

Library. With increased countywide funding, the proposed budget includes a modest increase in library services and programs. It also includes within our budget the operation of the Hoodland library (under agreement with Clackamas County) as a branch of the Sandy Library. The City Council has approved the expansion of the library advisory board to include three members from the Welches area.

Rather than fully allocating the 2009-11 library district revenue, we are recommending that some of it be set aside in the library's contingency account. There are several reasons for this. First, without more space, there is a limit to the amount of new materials we can add to the collection, and additional library services that we can offer our patrons. Second, we anticipate only modest future growth in the library property tax levy, due to the countywide drop in new construction. Third, we don't want to become dependent on the full allocation of district revenue when the library is not yet facing the full costs of operating the larger space. Finally, the contingency funds can be used for a one-time investment in the expansion project, to cover costs that might not be covered by the county's payment.

Building. The budget message for the current (2007-09) biennium includes these words: "The [building] program has built up a healthy beginning balance, which will help offset revenue reductions if we experience a decline in the rate of new home construction." That day is here, with a vengeance. Tracy Brown has, appropriately, assumed a continuation in the steep drop-off of building and planning fees. The result is that 71% of the estimated revenues for the building and planning programs is made up of the beginning balances for these two operations. This will still allow some carry forward into 2011-13, although at much more modest levels. While new home construction is down sharply, there is still plan review and inspection work for remodels and tenant improvements. We are also tapping into Doug Nealon's construction experience to oversee minor improvements to city buildings and facilities.

Planning. The program's reserves will allow the planning staff to work on a variety of critical projects, including the city's new Main Street initiative (urban renewal projects, and designation of downtown as a historic district, among others), housekeeping updates to the development code (including consideration of a form-based code), work with Metro on establishing (or retaining) our urban and rural reserves, and work with Clackamas County on updating our Urban Growth Management Agreement.

Park Maintenance. As our park system has expanded, we have (and will continue to do so) made extensive use of private contractors for park maintenance. We seek competitive proposals for work including installation and daily watering of downtown hanging baskets

and planter barrels, maintenance of landscaped medians and traffic islands, mowing (especially during the peak grass growing periods), maintenance of the downtown entrance “triangles,” tree inspection and removal. Although we do not anticipate new neighborhood parks in the next biennium (due to the halt in new subdivision creation), we are assuming maintenance responsibility for the full biennium for a few of the most-recently developed parks, and propose a modest increase in our contract budget. The proposed budget includes increasing our park assistant to full time from half time (seasonal). We now have enough park and building maintenance needs to keep a person busy through the winter.

The Budget Committee may want to allocate some of the available general fund carryover balance to improvements to Meinig Park to coincide both with the city’s centennial celebration in 2011, and to complement the stormwater improvements that are planned. The Park Board has recommended restoration of No Name Creek and the associated path system.

Non-departmental. The “non-departmental” budget includes expenses that are not easily attributable to a single program or department, such as the cost of heating and cooling city hall. The proposed budget includes \$40,000 to convert the phone systems in all city facilities to an integrated voice-over-Internet (VOIP) system, using our SandyNet fiber infrastructure.

Street Fund

The state legislature, as it has many times before, has promised to address the statewide problem of inadequate street maintenance funds. If by some chance this does not materialize, the City Council may need to reconsider an increase in the local gas tax rate.

With a decline in street systems development charges, we do not anticipate any substantial new street construction projects in 2009-11. Beginning in the coming biennium, we have created a new “department” within the street fund to separately account for systems development charges and developer (cash) contributions along with their associated expenditures.

Transit Fund

Sandy Transit has experienced both an increase in riders and an increase in operating costs (especially fuel). The economic downturn will probably result in a decline in payroll tax revenues. The Transit Advisory Committee is considering the pros and cons of adding a fare to the main Sandy to Gresham route to supplement tax and grant revenue.

Water Fund

In November, 2002, the city entered into a contract with a private company (OMI) to operate our water and sewer treatment plants. The budget reflects this contract cost, along with reductions in direct city expenditures for salaries, utilities, chemicals, etc. We will begin engineering design for a new reservoir and the intertie to the Bull Run conduits in 2009-11, but hold off on major capital investments. The agreement calls for the intertie to be completed by November, 2013.

We are proposing to capitalize on our SandyNet infrastructure to begin automated meter reading (AMR) in new subdivisions, and phase in automated meter reading in existing neighborhoods over a period of several years. This will allow us to save operating costs in meter reading, allow remote re-reads (often required when homes are sold), provide quicker

detection of leaks, and better monitoring of consumption during drought periods. Our existing meters are easily adapted to radio-based remote reading. The system would use new antenna towers at the Vista Loop reservoir and the Operations Center, and three existing SandyNet antenna sites to cover most of the city. The payback period for this investment for the towers and five AMR receivers (approximately \$40,000 each from the water and sewer funds) is 7 years, with an estimated rate of return of 18%.

Stormwater Fund

The stormwater utility was created in 2005. The revenue to the utility is derived from a \$3/month utility fee for each home (non-residential property is charged proportionally, based on impervious surface). Revenue growth has been slightly ahead of estimates. In 2009-11 we plan to finally construct the a stormwater detention facility in Meinig Park. Debt service for this project will add a significant ongoing expense to this utility. If bids come in higher than estimated, we will need to either postpone the project, or increase the monthly fee (\$3 per household).

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. The initial wireless system uses 900MHz proprietary equipment; the longer wavelengths are better able to penetrate buildings and trees in our challenging topography. In 2006 we launched Wi-Fi service. We are seeing a steady increase in customer interest and sign-ups.

The SandyNet Advisory Board recently approved a Telecommunications Master Plan. One of the key features of this plan is improved city operations and efficiency through the SandyNet infrastructure. This includes automated meter reading (noted above), water and sewer system telemetry, a single VOIP switch for city phone service (with substantial savings in phone costs), and use of a citywide Wi-Fi mesh for police data, park security cameras, traffic signals and cameras, and other remote uses. Fiber and wireless service to business will continue to be a strong selling point for economic development, and residential Wi-Fi service offers a good alternative for households who don't choose to have phone or cable lines. The Urban Renewal budget includes extension of a fiber line to the west end businesses, and the SandyNet budget includes the expansion of the Wi-Fi mesh citywide.

Parks Capital Fund

The primary source of revenue for the parks capital fund comes from systems development charges, paid by new residential construction. More recently, we also collect payments in lieu of land dedications, where it is not practical or desirable (from the city's standpoint) to accept neighborhood park land. The 2007-09 biennium saw substantial completion of the Tickle Creek Trail, and an unexpected opportunity to purchase an additional ten acres of nature area along Tickle Creek from the Iseli Family Trust.

With a sharp decline in development-related revenue, the budget assumes that we will re-finance the purchase of the Fleming property (in Bornstedt Village) for an additional five years, through an interfund loan from the sewer bond reserve fund.

Operations Center Capital and Internal Service Funds

The new field operations center was paid for from six separate funds. In order to better track

the revenues and expenditures for the project, we created a separate Operations Center capital improvement fund. It will be closed out at the end of the current biennium. Beginning in 2009-11, we propose the creation of a new internal service fund to account for utility costs and other operating expenses that benefit all the departments that are housed at the Operations Center.

Urban Renewal

In 2008, the City Council voted to amend the Urban Renewal Plan by increasing the spending limit to \$18 million from \$5 million. A top priority is improving the appearance of older buildings, and this is the largest component of the proposed budget for 2009-11. Also included is design for a new police station and improvements to the downtown plaza (a water feature) to be completed in time for the 2011 centennial celebration.

PERSONNEL BUDGET

As with other Oregon cities, one of our biggest challenges on the expense side is dealing with the out-of-control increases in medical insurance premiums. The City/County Insurance Service is estimating that next year the increases will be in the range of 2% (for the HMO plan) to 15% (for the indemnity plans) for premium increases. The budget assumes a 3% increase in the "cap" for medical and dental premiums (to \$660/month).

The numbers in the proposed budget are based on the assumption of a 3% across-the-board pay increase in 09-10 and 2010-11. 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 Seth Atkinson, who has come up to speed very quickly in putting together this budget, and Accounting Clerk Karen Evatt for helping me forecast staff costs.

Next: [The budget numbers](#)

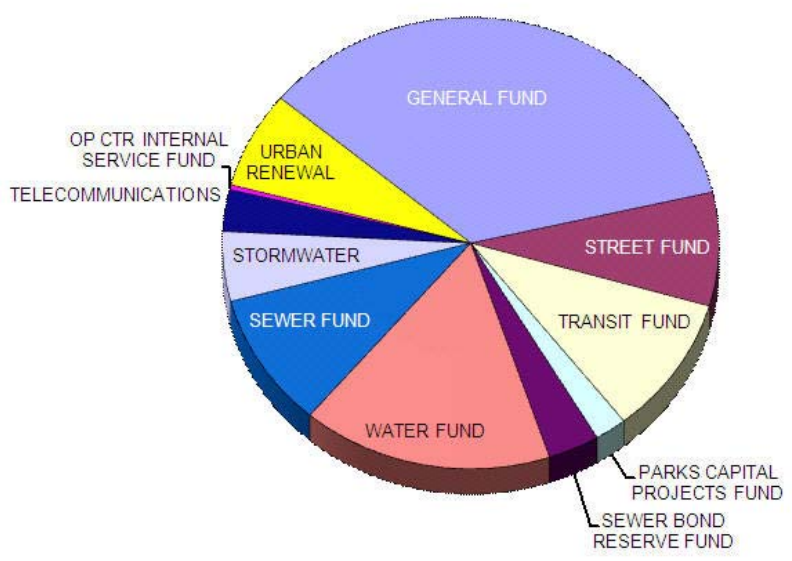


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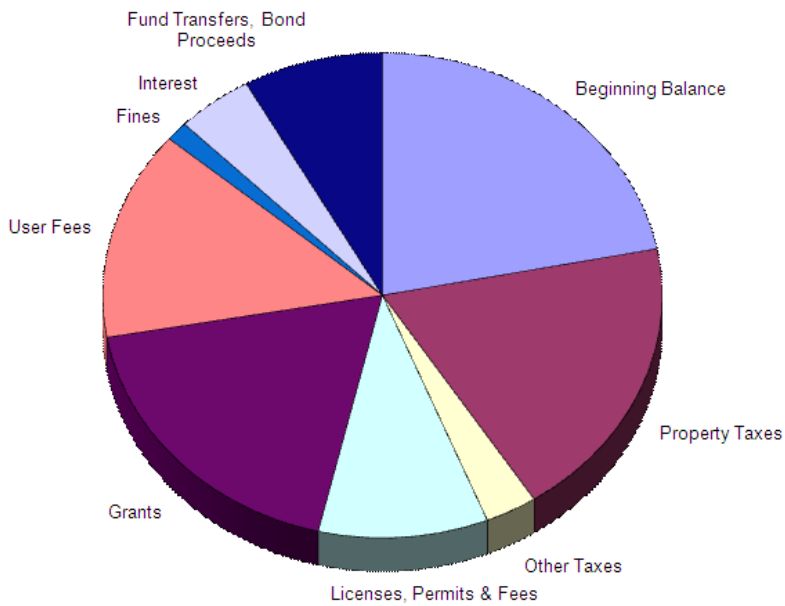
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Budgets for governments are broken into **funds**, based on the sources of revenue dedicated to each service. For example, the state and city fuel taxes can only be used for street improvements and maintenance, so a separate "Street Fund" is used to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

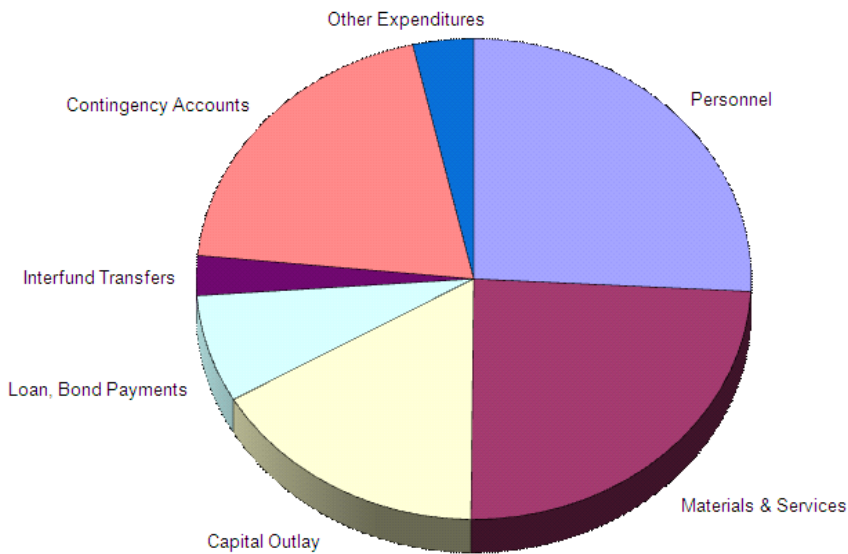
The chart below shows the relative sizes of the budget for each fund.



The next chart (below) shows the **sources of revenue** that support the city's 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 loan reserve accounts.



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

2003-05 Actual	2005-07 Actual		Fund	2007-09 Budget	2009-11 Budget

\$6,627,486	\$7,493,958	110	GENERAL FUND	\$11,114,322	\$12,392,411
\$1,467,109	\$3,680,046	240	STREET FUND	\$2,442,152	\$2,678,892
\$1,726,658	\$2,180,539	270	TRANSIT FUND	\$5,054,316	\$3,493,148
\$1,383,294	\$1,462,210	350	PARKS CAPITAL PROJECTS FUND	\$1,330,716	\$1,379,354
\$0	\$1,142,346	370	OP CTR CAPITAL PROJECTS FUND	\$4,866,362	\$0
\$148,991	\$0	410	G. O. DEBT SERVICE FUND	\$0	\$0
\$157,438	\$146,507	420	LID DEBT SERVICE FUND	\$268,670	\$0
\$103,495	\$285,755	430	INDUSTRIAL WAY DEBT SERVICE FD	\$0	\$0
\$0	\$0	440	SEWER BOND RESERVE FUND	\$886,000	\$1,448,936
\$2,564,702	\$2,512,110	520	WATER FUND	\$5,316,730	\$5,733,596
\$3,773,893	\$2,445,642	530	SEWER FUND	\$4,696,377	\$3,372,310
\$35,304	\$193,070	550	STORMWATER	\$488,092	\$1,753,893
\$273,262	\$444,937	560	TELECOMMUNICATIONS	\$517,291	\$1,052,699
\$0	\$0	670	OP CTR INTERNAL SERVICE FUND	\$0	\$121,100
\$851,780	\$1,655,269	720	URBAN RENEWAL	\$4,339,675	\$2,442,784
\$19,113,413	\$23,642,391	TOTAL, ALL FUNDS		\$41,320,703	\$35,869,124

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

2003-05 Actual	2005-07 Actual		Fund	2007-09 Budget	2009-11 Budget
\$6,547,486	\$7,308,694	110	GENERAL FUND	\$9,129,712	\$10,262,188
\$1,400,245	\$3,597,816	240	STREET FUND	\$1,893,907	\$1,630,280
\$1,668,636	\$1,892,488	270	TRANSIT FUND	\$2,758,522	\$2,588,649
\$1,383,294	\$1,462,210	350	PARKS CAPITAL PROJECTS FUND	\$1,326,200	\$1,376,356
\$0	\$1,142,346	370	OP CTR CAPITAL PROJECTS FUND	\$4,865,949	\$0
\$31,050	\$0	410	G. O. DEBT SERVICE FUND	\$0	\$0
\$157,438	\$146,507	420	LID DEBT SERVICE FUND	\$217,527	\$0
\$103,495	\$105,755	430	INDUSTRIAL WAY DEBT SERVICE FD	\$0	\$0
\$0	\$0	440	SEWER BOND RESERVE FUND	\$0	\$0
\$1,915,960	\$2,281,819	520	WATER FUND	\$3,934,139	\$2,676,582
\$3,159,929	\$2,328,770	530	SEWER FUND	\$3,302,481	\$2,625,512
\$35,304	\$175,935	550	STORMWATER	\$281,389	\$1,711,299
\$273,262	\$444,937	560	TELECOMMUNICATIONS	\$497,262	\$1,000,225
\$0	\$0	670	OP CTR INTERNAL SERVICE FUND	\$0	\$111,100
\$837,340	\$1,639,158	720	URBAN RENEWAL	\$4,237,324	\$2,422,282
\$17,513,439	\$22,526,437	TOTAL, ALL FUNDS		\$32,444,412	\$26,404,474

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

2003-05 Actual	2005-07 Actual		Fund	2007-09 Budget	2009-11 Budget
\$6,261,259	\$7,021,329	110	GENERAL FUND	\$8,658,662	\$9,970,088
\$873,091	\$955,246	240	STREET FUND	\$1,050,706	\$1,194,080
\$1,293,182	\$1,537,759	270	TRANSIT FUND	\$1,928,522	\$2,069,649
\$96,802	\$408	350	PARKS CAPITAL PROJECTS FUND	\$6,200	\$3,100
\$0	\$372,925	370	OP CTR CAPITAL PROJECTS FUND	\$141,449	\$0
\$0	\$0	410	G. O. DEBT SERVICE FUND	\$0	\$0
\$0	\$0	420	LID DEBT SERVICE FUND	\$0	\$0
\$0	\$0	430	INDUSTRIAL WAY DEBT SERVICE FD	\$0	\$0
\$0	\$0	440	SEWER BOND RESERVE FUND	\$0	\$0
\$1,089,391	\$1,209,736	520	WATER FUND	\$1,326,139	\$1,289,982
\$1,133,305	\$1,246,679	530	SEWER FUND	\$1,528,981	\$1,636,782
\$35,304	\$59,664	550	STORMWATER	\$163,524	\$177,823
\$190,958	\$189,660	560	TELECOMMUNICATIONS	\$178,752	\$318,234
\$0	\$0	670	OP CTR INTERNAL SERVICE FUND	\$0	\$104,100
\$73,239	\$82,587	720	URBAN RENEWAL	\$81,324	\$112,282
\$11,046,530	\$12,675,991	TOTAL, ALL FUNDS		\$15,064,259	\$16,876,121

Next: The [General Fund](#)

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Department/Program:	000 General Revenues
Fund:	110 General Fund

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

2003-05 Actual	2005-07 Actual		Object	2007-09 Budget	2009-11 Budget	
\$848,834	\$1,188,243	401000	GF Beg. Working Capital	\$1,212,258	\$135,810	
\$2,974,769	\$3,500,756	410100	GF Current Yr Property Tax	\$3,900,000	\$4,697,636	Note
\$61,908	\$60,293	410200	GF Delinquent Property Tax	\$0	\$0	
\$23,585	\$34,381	411100	GF Transient Room Tax	\$30,000	\$30,000	
\$297,089	\$305,522	431001	GF Franchise Fee -PGE/Enron	\$366,327	\$404,000	Note
\$67,485	\$94,070	431002	GF Franchise Fee - GTE	\$73,248	\$80,000	
\$18,365	\$58,653	431003	GF Franchise Fee - garbage	\$62,730	\$67,000	
\$41,624	\$49,333	431004	GF Franchise Fee - cable	\$45,780	\$33,000	
\$105,425	\$191,882	431005	GF Franchise Fee -- NW Gas	\$250,000	\$351,000	
\$85,816	\$87,661	432100	GF Business License	\$140,000	\$140,000	
\$2,245	\$2,955	432400	GF Liquor Licenses	\$2,000	\$2,000	
\$0	\$0	434300	School Excise Fee Admin	\$0	\$6,000	
\$111,453	\$146,499	441110	GF State Shared - Liquor	\$154,000	\$140,300	
\$76,158	\$94,359	441120	GF State Shared - Rev. Shar	\$94,000	\$114,000	
\$21,480	\$24,555	441130	GF State Shared - Cig. Tax	\$21,000	\$20,700	
\$0	\$0	441240	GF Tourism Development Grants	\$60,000	\$60,000	
\$25,000	\$12,500	441300	GF Miscellaneous grants	\$0	\$0	Note
\$1,025	\$1,230	442300	GF County - Diversion Grant	\$0	\$0	
\$8,774	\$6,793	454400	GF Erosion Control Plan Reveiw	\$0	\$0	
\$220	\$90	454500	GF City Adm. Fee	\$0	\$0	
\$20,940	\$8,797	455100	GF Lien Search Fees	\$8,000	\$10,000	
\$85,370	\$254,389	471100	GF Interest	\$110,000	\$100,000	
\$2,155	\$180	475501	GF Adopt A Basket	\$0	\$0	Note
\$103,660	\$20,596	478000	GF Miscellaneous	\$10,000	\$5,000	
\$35,418	\$0	478026	Ortiz Logging Settlement	\$0	\$0	
\$0	\$0	479000	GF Surplus Property Sales	\$0	\$800,000	
\$66,864	\$82,230	490240	GF Transfer from Street Fd	\$105,789	\$105,720	
\$58,022	\$88,051	490270	GF Transfer from Transit Fd	\$125,693	\$98,362	
\$14,440	\$16,111	490272	GF Transf fr Urban Renewal	\$15,918	\$16,751	
\$117,941	\$0	490410	GF Transfer fm GO Debt Svce Fd	\$0	\$0	

\$78,742	\$106,844	490520	GF Transfer from Water Fd	\$124,057	\$119,869
\$103,964	\$116,872	490530	GF Transfer from Sewer Fd	\$137,296	\$132,676
\$0	\$0	490540	GF Transfer from Telecom	\$8,105	\$36,026
\$0	\$17,135	490550	GF Transfer from Stormwater	\$25,386	\$24,276
\$5,458,772	\$6,570,981		TOTAL REVENUES	\$7,081,587	\$7,730,126

Next program: [City Council](#)



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Department/Program:	024 City Council
Fund:	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 Council Goals Status Report for a summary of progress toward current goals.	

OBJECTIVES FOR THE NEXT BIENNIUM

See the [2009-11 Council Goals](#) statement.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$11,481	\$18,414	Beginning Balance	\$25,675	\$6,569
\$11,481	\$18,414	TOTAL REVENUES	\$25,675	\$6,569

EXPENDITURES

\$24,823	\$26,029	Materials & Supplies	\$28,950	\$29,100
\$215	-\$150	Capital Outlay	\$4,000	\$0
\$0	\$0	Contingency	\$3,000	\$3,000
\$25,037	\$25,879	TOTAL EXPENDITURES	\$35,950	\$32,100
\$13,556	\$7,465	TOTAL NET BUDGET	\$10,275	\$25,531

Next program: [administration](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$11,481	\$18,414	401100	City Council begining balance	\$25,675	\$6,569	
\$1,709	\$2,478	601100	GFcc Supplies	\$3,100	\$3,000	
\$582	\$352	601200	GFcc Postage	\$500	\$1,200	
\$251	\$167	601300	GFcc Printing	\$0	\$0	
\$1,935	\$1,194	601400	GFcc Copier charges	\$1,500	\$1,000	
\$900	\$1,600	601500	GFcc Public Notices	\$1,300	\$1,200	
\$1,160	\$1,238	601700	GFcc Memberships	\$150	\$1,200	
\$7,406	\$8,076	602200	GFcc Confernces	\$7,500	\$10,000	
\$50	\$50	602300	GFcc Training, Prof. Advmnt.	\$0	\$0	
\$415	\$275	602500	GFcc Meetings & Meals	\$300	\$500	
\$1,314	\$1,375	603100	GFcc Mileage Reimbursement	\$1,500	\$1,400	
\$124	\$0	604100	GFcc Repair and Maintenance	\$0	\$0	
\$175	\$0	605100	GFcc Contractual Services	\$0	\$0	
\$3,545	\$3,541	607100	GFcc Utilities SandyNet	\$4,000	\$3,500	
\$879	\$674	624100	GFcc Clackamas Cities Dinners	\$800	\$800	
\$1,968	\$2,782	624200	GFcc Council Work Sessions	\$2,800	\$2,800	
\$2,411	\$2,227	624600	GFcc Prog. - Volunteer Recogn.	\$3,500	\$3,000	
\$0	\$0	624700	GFcc Centennial Committee	\$2,000	\$5,000	
\$215	-\$150	740000	GFcc Furniture and Office Eq.	\$4,000	\$0	
\$0	\$0	951000	GFcc Council Dept Contingency	\$3,000	\$3,000	

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Department/Program:	025 Administration
Fund:	110 General Fund

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
Council goal: Begin engineering for a Salmon River water plant or for an alternative source for water.	A long term agreement was signed by Sandy and the City of Portland for future access to Bull Run water.
Council goal: Construct a combined transit and public works operations center.	Done.
Council goal: Complete downtown projects per the Urban Renewal Plan.	The downtown plaza was completed in 2008. Streetscape improvements were completed in 2008, with utility wire relocation scheduled for the first half of 2009.
Council goal: Consider creation of a new Urban Renewal District after the existing district expires.	An amended Urban Renewal Plan was developed based on public input, and the City Council voted to extend the urban renewal district in September 2008.
Council goal: Secure stable, ongoing sources of funding to preserve the vitality of our library service.	Clackamas County voters approved the creation of a library funding district in November 2008.
	Other accomplishments: launched live streaming video of Council and Planning Commission meetings; streamlined the preparation of Council minutes; awarded grants for downtown historical preservation and tourism projects; created a downtown historic walking tour; expanded SandyNet fiber and Wi-Fi networks and upgraded DSL capacity.

OBJECTIVES FOR THE NEXT BIENNIUM

Council goals:

- Extend SandyNet fiber to the west side commercial/industrial areas; expand SandyNet Wi-Fi service citywide.
- Identify options for relocating the police station, possible in conjunction with a new fire station.
- Encourage development of a destination hotel/restaurant/conference center.
- Explore the designation of enterprise zone(s).
- Encourage the development of urgent care and other medical facilities.
- Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater Trail.
- Begin planning for the celebration of Sandy's centennial in 2011.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$3,590	\$10,158	Beginning Balance	\$3,452	\$29,648
\$3,590	\$10,158	TOTAL REVENUES	\$3,452	\$29,648

EXPENDITURES

\$284,077	\$309,710	Personnel	\$402,051	\$491,651
\$11,436	\$24,308	Materials & Supplies	\$30,480	\$36,000
\$1,376	\$0	Capital Outlay	\$21,500	\$22,000
\$0	\$0	Contingency	\$5,000	\$20,000
\$296,889	\$334,017	TOTAL EXPENDITURES	\$459,031	\$569,651
\$293,299	\$323,859	TOTAL NET BUDGET	\$455,579	\$540,003

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.93	0.93	City Manager	0.93	0.93
0.2	0.34	Clerk/Receptionist	0.25	0.25
0.2	0.2	Court Clerk	0.2	0.2
0	0	IT Analyst	0	0.5
0	0	IT Manager	0.5	0.5
0.2	0.2	Permit Clerk	0.2	0.2
0.3	0	Secretary	0	0
0	0.2	Utility Clerk	0.2	0.2
1.83	1.87	TOTAL STAFF	2.28	2.78

Next program: [City Attorney](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

			GF adm Beginning			Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$3,590	\$10,158	401100	Balance	\$3,452	\$29,648	
\$217,557	\$228,520	511100	GFadm Salaries	\$283,332	\$340,268	
\$173	\$922	511200	GFadm Overtime	\$0	\$0	
\$22,667	\$24,733	521100	GFadm Benefits City pd M&D	\$41,603	\$53,394	
\$20,100	\$20,767	521200	GFadm Benefits City pd FICA/me	\$21,669	\$26,022	
\$5,549	\$8,565	521300	GFadm Benefits City pd PERS	\$35,898	\$53,180	
\$14,481	\$21,476	521360	GFadm Benefits City pd Df.Comp	\$0	\$0	
\$431	\$2,446	521400	GFadm Benefits City pd LifeIns	\$14,960	\$3,654	
\$1,639	\$920	521600	GFadm Pr tax Unemployment	\$2,064	\$2,483	
\$1,369	\$1,217	521800	GFadm Pr tax Workers Comp	\$2,425	\$789	
\$40	\$60	521901	GFadm Other - drug tests	\$0	\$0	
\$72	\$84	522100	GFadm FlexPd-Service Charge	\$100	\$100	
\$895	\$280	601100	GFadm Supplies	\$800	\$1,500	
\$824	\$2,805	601200	GFadm Postage	\$1,000	\$1,800	
\$64	\$0	601300	GFadm Printing	\$0	\$0	
\$532	\$412	601400	GFadm Copier charges	\$600	\$300	
\$1,640	\$2,759	601700	GFadm Memberships	\$2,400	\$2,000	
\$197	\$323	601800	GFadm Books and Subscriptions	\$250	\$250	
\$0	\$939	602100	GFadm Employee Recruitment	\$0	\$0	
						Conferences include International City Management Association, League of Oregon Cities, and

\$3,811	\$2,475	602200	GFadm Conferences	\$6,000	\$6,200	Northwest City Managers meetings.
\$210	\$8,188	602300	Gfadm Training, Prof. Adv.	\$10,200	\$12,000	
\$187	\$260	602500	GFadm Meetings & Meals	\$250	\$650	
\$2,737	\$5,733	603100	GFadm Mileage reimbursement	\$8,400	\$10,800	
\$0	\$0	604100	GFadm Repair and Maintenance	\$200	\$0	
\$323	\$134	607100	GFadm Utilities	\$380	\$500	
\$15	\$0	610200	GFadm Bank Charges	\$0	\$0	
\$0	\$0	740000	GFadm Furniture & Office Equip	\$20,000	\$20,000	
\$1,376	\$0	740100	GFadm Computer Equipment	\$1,500	\$2,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
\$0	\$0	951000	GFadm Adm. Dept. Contingency	\$5,000	\$20,000	

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Department/Program:	026 City Attorney
Fund:	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.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$0	\$695	Beginning Balance	\$0	\$0
\$0	\$695	TOTAL REVENUES	\$0	\$0

EXPENDITURES

\$134,305	\$220,698	Materials & Supplies	\$198,000	\$250,200
\$134,305	\$220,698	TOTAL EXPENDITURES	\$198,000	\$250,200
\$134,305	\$220,003	TOTAL NET BUDGET	\$198,000	\$250,200

Next program: [Municipal Court](#)

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Department/Program:	027 Municipal Court
Fund:	110 General Fund

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
Substantially reduce the number of outstanding uncollected citations.	In 2005 the City Contracted with Valley Credit to enforce collections as allowed by HB 2055. In 2005 the city collected \$26,500 and in 2006 \$24,500 in delinquent citations. Delinquencies are forwarded to Valley Credit for collection every two months.
Encourage Springbrook software to develop municipal court software.	Purchased Full Court software from Justice Systems as Springbrook was unable to develop suitable software.

OBJECTIVES FOR THE NEXT BIENNIUM

- Work with municipal court judge and police chief to increase municipal minimum base fine schedule by 6 to 8% so as to provide needed revenue to offset climbing enforcement costs. Develop method to show additional revenue as a separate budget line item.
- Continue to reduce delinquent collections.

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.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$32,418	\$31,866	Beginning Balance	\$35,713	\$40,655
\$32,418	\$31,866	TOTAL REVENUES	\$35,713	\$40,655

EXPENDITURES

\$97,967	\$103,749	Personnel	\$136,304	\$152,025
\$11,295	\$11,570	Materials & Supplies	\$18,100	\$23,200
\$4,865	\$4,923	Capital Outlay	\$7,000	\$3,000
\$0	\$0	Contingency	\$10,000	\$10,000
\$114,126	\$120,242	TOTAL EXPENDITURES	\$171,404	\$188,225
\$81,708	\$88,376	TOTAL NET BUDGET	\$135,691	\$147,570

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.2	0.22	Clerk/Receptionist	0.4	0.4
0.8	0.8	Court Clerk	0.8	0.8
0.05	0.05	Permit Clerk	0	0
1.05	1.07	TOTAL STAFF	1.2	1.2

Next Program: [Finance](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

			Municip Court Beginning			Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$32,418	\$31,866	401100	Balan	\$35,713	\$40,655	
\$71,018	\$73,415	511100	GFmc Salaries	\$93,971	\$101,291	
\$10,063	\$10,823	521100	GFmc Benefits City pd M & D	\$21,223	\$22,611	
\$9,081	\$8,566	521200	GFmc Benefits City pd FICA/med	\$7,188	\$7,748	
\$6,568	\$9,958	521300	GFmc Benefits City pd PERS	\$12,348	\$16,356	
\$239	\$222	521400	GFmc Benefits City pd Life Ins	\$453	\$333	
\$535	\$290	521600	GFmc Pr tax Unemployment	\$684	\$740	
\$342	\$360	521800	GFmc Pr tax Workers Comp.	\$316	\$252	
\$122	\$115	522100	GFmc FlexPd-Service Charge	\$121	\$121	
\$1,499	\$999	601100	GFmc Supplies	\$1,400	\$1,400	
\$1,389	\$1,148	601200	GFmc Postage	\$1,800	\$1,800	
\$399	\$206	601300	GFmc Printing	\$400	\$400	
\$329	\$124	601400	GFmc Copier charges	\$300	\$300	
\$345	\$270	601700	GFmc Memberships	\$300	\$300	
\$58	\$49	601800	GFmc Books and Subscriptions	\$100	\$100	
\$630	\$378	602200	GFmc Conferences	\$650	\$650	
\$295	\$303	603100	GFmc Mileage Reimbursement	\$150	\$150	
\$96	\$0	604100	GFmc Repairs and Maintenance	\$0	\$3,600	Software Maint. Fees
\$1,000	\$353	605100	GFmc Contractual Services	\$0	\$1,500	Interpreting Services
\$10,290	\$7,740	608300	GFmc Municipal Court Judge	\$13,000	\$13,000	The city contracts for service; costs are billed based on actual hours.

Line Item Detail

-5,035	\$0	627100	GFmc State/County Court	\$0	\$0	
			Assmts			
\$0	\$100	740000	GFmc Furniture and Office Eq.	\$2,000	\$2,000	
\$4,865	\$4,823	740100	GFmc Computer equipment	\$5,000	\$1,000	
\$0	\$0	951000	GFmc Mun. Court D Contingency	\$10,000	\$10,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.

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Department/Program:	028 Finance
Fund:	110 General Fund

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
Establish policies and procedures for management of all city records, covering retention, physical storage, archiving, and record destruction. Determine size of area for document storage in the new operations center.	A room in the Operations Center has been designated as an archive room. Policies & procedures for the management of city records has been established based on the guidelines given by the Oregon State Archives Division.
Explore and perhaps implement online bill pay as there have been increasing requests from customers to do so.	In the summer of 2008, the City worked with Springbrook to implement online utility payments for citizens.
Research and explore options to upgrade our Visa machine and Fax machine.	Both the fax and credit card machines were upgraded this biennium. The City also began using a new credit card processor which lowered the monthly processing fees significantly.
Establish and use Capital Projects Fund to capture revenues and expenses for the new operations center until project is complete and costs allocated to appropriate funds.	The new Operations Center has been completed and this capital fund will be closed after this biennium. A new internal service fund will be instituted to facilitate the payment of shared invoices and bills.
Publish Comprehensive Annual Financial Report to the City website.	PDF versions of the past three audits have been published and are available online on the City's website.
Contract with Springbrook to implement new AP and PR check signatures on checks as they are printed.	The process to print electronic signatures on checks has been implemented.

OBJECTIVES FOR THE NEXT BIENNIUM

- Compile Citywide policies and procedures into one manual and post online for staff.
- Explore the option to upgrade to latest version of Springbrook
- Assist Police and Municipal Court departments in implementing Laserfische for archiving documents.
- Research option to upgrade copier software to serve as network printer.
- Update transit tax ordinance to establish collection policies.
- Update the City's Emergency & Natural Hazard Mitigation Plans

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$0	\$19,531	Beginning Balance	\$41,107	\$58,853
\$0	\$19,531	TOTAL REVENUES	\$41,107	\$58,853

EXPENDITURES

\$252,278	\$288,081	Personnel	\$326,298	\$357,418
\$16,872	\$10,361	Materials & Supplies	\$17,800	\$23,400
\$918	\$1,264	Capital Outlay	\$1,800	\$2,800
\$0	\$0	Contingency	\$10,000	\$21,000
\$270,068	\$299,707	TOTAL EXPENDITURES	\$355,898	\$404,618
\$270,068	\$280,176	TOTAL NET BUDGET	\$314,791	\$345,765

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
1	1	Acctg. Clerk	1	1
1	1	Finance Director	1	1
2	2	TOTAL STAFF	2	2

Next Program: [Library](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

			Finance Beginning			Departmental beginning
\$0	\$19,531	401100	Balance	\$41,107	\$58,853	balance is the amount of
\$192,670	\$212,324	511100	GF fin Salaries	\$238,915	\$242,585	budget savings (plus revenue
\$12,409	\$15,263	521100	GF fin Benefits City pd M & D	\$34,407	\$48,040	over estimates) that carries
\$4,744	\$1,947	521150	GF fin Benefits Kaiser City PD	\$0	\$0	forward from the prior fiscal
\$20,713	\$27,303	521200	GF fin Benefits City pd FICA/me	\$18,270	\$18,560	period.
\$17,822	\$28,804	521300	GF fin Benefits City pd PERS	\$31,390	\$39,230	
\$920	\$38	521360	GF fin Benefits City pd Df.Comp	\$0	\$0	
\$561	\$554	521400	GF fin Benefits City pd LifeIns	\$756	\$556	
\$1,452	\$832	521600	GF fin Pr tax Unemployment	\$1,750	\$1,760	
\$844	\$870	521800	GF fin Pr tax Workers Comp.	\$810	\$560	
\$144	\$144	522100	GF fin FlexPd-Service Charge	\$0	\$0	
\$3,242	\$5,258	601100	GF fin Supplies	\$6,000	\$6,000	
\$1,727	\$1,715	601200	GF fin Postage	\$1,500	\$1,800	
\$376	\$0	601300	GF fin Printing	\$400	\$800	
\$605	\$424	601400	GF fin Copier charges	\$400	\$400	
\$336	\$174	601500	GF fin Public Notices	\$300	\$300	
\$275	\$155	601600	GF fin Organizational Fees	\$500	\$500	
\$640	\$330	601700	GF fin Memberships	\$600	\$1,800	Memberships include ICMA,
\$158	\$136	601800	GF fin Books and Subscriptions	\$300	\$300	OCCMA, OMFOA,
\$0	\$0	602100	GF fin Employee Recruitment	\$1,000	\$0	GFOA, OMAR, & IIMC

\$1,637	\$1,633	602200	GF fin Conferences	\$1,500	\$6,000	Conferences include OMFOA, CIS, Springbrook, OMAR, OCCMA, LOC, & ICMA.
\$765	\$110	602300	GF fin Training, Prof. Adv.	\$500	\$1,500	
\$105	\$26	602500	GF fin Meetings & Meals	\$200	\$200	
\$525	\$401	603100	GF fin Mileage Reimbursement	\$500	\$900	
\$429	\$0	604100	GF fin Repairs and Maintenance	\$600	\$600	
\$4,358	\$0	605100	GF fin Contractual Services	\$2,000	\$500	
\$1,650	\$0	609100	GF fin Insurance	\$1,500	\$1,700	
\$43	\$0	628100	GF fin Bank Charges	\$0	\$100	
\$0	\$100	740000	GF fin Furniture & Office Equip	\$1,000	\$800	
\$918	\$1,164	740100	GF fin Computer Equipment	\$800	\$2,000	New laser printer
\$0	\$0	951000	GF fin Finance Dept Contingency	\$10,000	\$21,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods. Recruiting for City Accountant for the 2013-15 biennium.

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Department/Program:	029 Library
Fund:	110 General Fund

The Sandy Library is a community-gathering place for over 24,000 community members. Beginning with the 2009-2010 fiscal year, Sandy will assume responsibility for providing library services in the Hoodland area as well, increasing our service population to over 30,000. Together, the two libraries provide over 70,000 holdings including books, magazines, audiocassettes, videos, DVDs, compact discs, Internet access and reference assistance in a friendly, customer-oriented atmosphere. Support of the libraries' budget will come entirely from the newly formed Library district and revenue from gifts, payments for printing and copies, and in-kind donations from the Friends and other volunteers. Additionally, we are anticipating a \$1 million capital services grant within 2-3 years.

For more information, see [Library Program Review](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Replace computers as recommended by Network staff, and Train all staff on the new computer system and in new software programs.	With budgeted funds, and the extensive help of an IT volunteer, we upgraded all public computer hardware and software. We have also provided staff training in new software applications including Envisionware, and Office 2007.
Add more shelving to the adult fiction area. Move the back wall computers to a position closer to the front desk, remodel front desk area.	All of the planned changes, front desk remodel, computer station relocation and addition of shelving have been accomplished.
Make needed repairs to building: roof, doors, flooring, carpeting	We replaced and/or repaired flooring and carpeting; we repaired our front doors, and upgraded electrical wiring.
Continue to build on our outreach programs. This will include careful consideration of current program funding, and contracting with an individual to administer outreach, including outreach to the business community	We contracted with individuals to have literacy programs delivered, including a bi-lingual story time at Vista Housing, library field trip programs for elementary grade students, as well as community programs like the annual Limerick night and the "Let's Talk About it" program.
Plan for growth. This involves growth in physical space, collection size, staffing levels and service to the community.	With the passage of the library district measure in November 2008, we have begun strategic planning to manage the growth in our service area. Our collection has grown by 20% over the last biennium. We are actively planning on expanding into the space currently housing the Police department. Our programming activities are becoming well established.

OBJECTIVES FOR THE NEXT BIENNIUM

Council goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth

- Prepare interior and exterior designs for expansion of the library in 2-3 years.

Council goal #2: Build the city's tax base by supporting and expanding the business community

- Work with the Chamber of Commerce to provide desired services to local businesses

Council goal #3: Manage growth pressures through careful planning

- Stay in tune with community needs by monitoring library services by tracking measurable objectives.

Council goal #4: Build on the city's superb quality of life

- Improve service by providing "roaming help". Staff will have assigned time to circulate through the building, maintaining the collection and assisting patrons.
- Increase service hours at Hoodland, and offer weekly pre-school story time
- Consider increasing service hours at Sandy in 2010
- Continue providing quality library services to the community:
 - Manage the training of all staff (Sandy and Hoodland) in using Symphony
 - Create staff development opportunities in technology, reader's advisory, reference resources, software applications
 - Restructure work duties to allow for more one on one help to library members
 - Seek contract help to provide PR services to promote programs
 - Support the formation of a "Friends of Hoodland Library" group
 - Consider library programs to teach technology applications to the public

BUDGET NOTES:

The 2009-2011 budget includes staff restructuring with increased staffing levels in Sandy, and an expansion of services in Hoodland.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$194,153	\$81,968	Beginning Balance	\$79,370	\$32,143
\$840,288	\$735,886	Revenue	\$723,500	\$1,977,422
\$1,034,441	\$817,854	TOTAL REVENUES	\$802,870	\$2,009,565

EXPENDITURES

\$685,673	\$710,159	Personnel	\$834,900	\$1,335,603
\$258,113	\$249,136	Materials & Supplies	\$296,870	\$475,564
\$8,687	\$7,364	Capital Outlay	\$36,350	\$34,000
\$0	\$0	Contingency	\$0	\$164,399
\$952,473	\$966,660	TOTAL EXPENDITURES	\$1,168,120	\$2,009,566
-\$81,969	\$148,806	TOTAL NET BUDGET	\$365,250	\$0

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.74	0.6	Children's Librarian	0.6	0.75
0.6	0.6	Lib. Catalog Specialist	0.6	0.88
3.14	1.5	Library Aide	2.4	4.8
0	0	Library Aide, Temp	0.85	0.56
1.65	2	Library Assistant	1	2
1	1	Library Director	1	1
0.88	0.88	Reference Librarian	0.88	0.88
0	0.5	Shelvers	0.53	0.53
8.01	7.08	TOTAL STAFF	7.86	11.4

Next program: [Police](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$194,153	\$81,968	401100	Library Beginning Balance	\$79,370	\$32,143	
\$6,916	\$4,164	441210	GFlib State Library Grant	\$6,000	\$10,220	
			GFlib County - Library			
\$761,358	\$647,770	442100	Levy	\$650,000	\$0	
			GFlib District Library			
\$0	\$0	442400	Funding	\$0	\$1,855,702	
\$54,478	\$66,420	463100	GFlib Library Fines	\$55,000	\$92,000	
\$0	\$2,357	475000	GFlib Donations	\$0	\$3,000	
			GFlib Misc Library			
\$17,005	\$14,266	477100	(copier)	\$12,000	\$16,000	
\$310	\$430	477110	GFlib Lost/Paid Items	\$0	\$0	
			GFlib Summer Reading			
\$100	\$0	477200	Program	\$500	\$500	
\$120	\$480	477400	GFlib Brick Sales	\$0	\$0	
						HO Calculated for 2.5
\$513,279	\$529,923	511100	GFlib Salaries	\$599,803	\$897,004	FTE, \$313,315 = 3 FTE
			GFlib Benefits City pd M			
\$79,079	\$68,450	521100	& D	\$107,021	\$187,896	
			GFlib Benefits City pd			
\$46,474	\$49,783	521200	FICA/me	\$46,290	\$68,650	
			GFlib Benefits City pd			
\$38,322	\$55,434	521300	PERS	\$72,980	\$139,080	
			GFlib Benefits City pd Df			
\$19	\$0	521360	Comp	\$0	\$0	
			GFlib Benefits City pd			
\$1,385	\$1,294	521400	LifeIns	\$2,356	\$2,255	
			GFlib Pr tax			
\$3,866	\$2,092	521600	Unemployment	\$4,410	\$6,520	
			GFlib Pr tax Workers			
\$2,682	\$2,503	521800	Comp.	\$2,040	\$3,570	
\$280	\$320	521901	GFlib Other - drug tests	\$0	\$0	
			GFlib FlexPd-Service			
\$288	\$360	522100	Charge	\$0	\$0	
\$18,806	\$17,025	601100	GFlib Supplies	\$15,000	\$25,000	
\$1,061	\$506	601200	GFlib Postage	\$700	\$1,600	
\$871	\$224	601300	GFlib Printing	\$300	\$1,100	
\$5	\$6	601400	GFlib Copier charges	\$10	\$1,200	
\$0	\$0	601500	GFlib Public Notices	\$0	\$100	

\$0	\$48	601600	GFlib Organizational Fees	\$50	\$50	
\$552	\$685	601700	GFlib Memberships	\$400	\$700	
\$509	\$52	601800	GFlib Books & Subs. (NOT LIBR)	\$0	\$400	
\$0	\$0	602100	GFlib Employee Recruitment	\$0	\$200	
\$363	\$0	602200	GFlib Conferences	\$0	\$2,500	
\$9,158	\$17,375	602300	GFlib Training, Prof. Adv.	\$4,000	\$5,000	
\$23	\$9	602500	GFlib Meetings & Meals	\$0	\$1,500	
\$1,031	\$986	603100	GFlib Mileage Reimbursement	\$800	\$1,400	
\$7,306	\$8,057	604100	GFlib Repairs and Maintenance	\$6,000	\$3,000	
\$13,739	\$17,111	605100	GFlib Contractual Services	\$20,600	\$45,200	Philips, columbia Pest, Copytronix, Janitorial, Aramark, Valley West, Frey
\$0	\$0	606120	GFlib Building Rent	\$0	\$32,000	Hoodland Building Rent
\$28,406	\$32,117	607100	GFlib Utilities	\$30,000	\$60,000	
\$1,388	\$270	608100	GFlib Professional Services	\$300	\$1,600	
\$0	\$0	608102	GFlib City Attorneys	\$0	\$1,100	
\$6,048	\$4,689	609100	GFlib Insurance	\$6,000	\$7,000	
\$98	\$0	628200	GFlib Visa Merchant Fee	\$0	\$200	
\$116,050	\$111,103	629101	GFlib Library Books	\$152,975	\$191,000	
\$6,412	\$6,966	629102	GFlib Library magazines	\$8,170	\$9,310	
\$17,493	\$16,589	629103	GFlib Videos/DVD's	\$18,981	\$25,861	
\$4,733	\$3,020	629104	GFlib Library Reference CD's	\$3,000	\$3,000	
\$1,354	\$365	629105	GFlib CD Rom software	\$649	\$1,293	
\$3,603	\$2,295	629106	GFlib CD Music	\$4,218	\$6,465	
\$9,399	\$3,337	629107	GFlib Audio Books	\$7,717	\$10,344	
\$912	\$787	629108	GFlib Program-story time	\$1,000	\$3,000	
\$0	\$0	629150	GFlib Book mailing	\$0	\$1,000	
\$2,796	\$1,855	629200	GFlib Progr. -Child. State Lib	\$6,000	\$10,220	
\$5,819	\$3,390	629300	GFlib Program - Summer Reading	\$5,000	\$6,220	
\$0	\$0	629350	GFlib Program - General	\$5,000	\$17,000	
\$180	\$270	629400	GFlib Brick Sale expenses	\$0	\$0	
\$2,243	\$0	721009	GFlib New Roof	\$0	\$0	
\$0	\$0	722101	GFlib Library Expansion proj.	\$0	\$25,000	

Line Item Detail

\$3,070	\$4,523	740000	GFlib Furniture & Office	\$24,350	\$2,000	
\$3,374	\$2,841	740100	GFlib Computer Equipment	\$12,000	\$7,000	
\$0	\$0	951000	GFlib Library Dept Contingency	\$0	\$164,399	

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Department/Program: 030 Police
Fund: 110 General Fund

The Sandy Police Department is a progressive department which supports “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 (on-call basis) and one officer is assigned part-time to the Clackamas County Interagency Task Force. The School Resource Officer and one patrol officer continue to attend inter-agency street gang meetings. Current staffing consists of six patrol officers, one school resource officer, a traffic enforcement officer, two sergeants, a full-time code enforcement officer, a part-time code enforcement officer, and the chief of police. One officer will serve as a detective when staffing levels allow, sometime in 2009. Office staff consists of one full-time and two half-time positions. On average, there are 8 reserve officers who serve in a variety of support functions including prisoner transports, assist with traffic control and security during Sandy Mountain Festival, assist other agencies with events such as the county fair, provided security as school functions, and patrol with regular officers. The explorer program has been suspended for one year after all of the explorers reached 21 years of age.

For more information, see the [Police Program Review](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Research possibility of joint Police/Fire facility.	Workshop with fire district board has been held and joint needs assessment is being conducted.
Install video system in patrol vehicles.	A digital video recording system has been installed in eight of the patrol cars. Sergeants and reserves do not have the system.
Conduct full-scale critical incident exercise with county, state, and federal resources.	Flu vaccine exercise in 2007 conducted in cooperation with Sandy Fire District, Clackamas County Public Health, Oregon National Guard, and other local resources. Most successful exercise of its type in the State of Oregon at that time.
Complete transition to local lease/purchase plan for patrol vehicles.	Four patrol vehicles have been paid for and are city owned. All remaining vehicles will be paid for in the 2009-11 biennium.
Update city emergency plan.	Police department, fire department, and other representatives from public and private sector meet monthly to work on Emergency Plan and prepare for expected and unexpected events.
Critical incident review	Traffic crashes involving officers, pursuits, and use of force incidents are reviewed by a panel composed of supervisors and officers to determine if additional training is needed, etc. The panel reports to the chief for review and further action if necessary.

OBJECTIVES FOR THE NEXT BIENNIUM

- Achieve accreditation of police department.
- Complete revision of department policy manual.
- Recruit coordinator for Neighborhood Watch Program.
- Research partnership between Neighborhood Watch and fire department CERT Program.
- Replace aging speed detection equipment.
- Replace high mileage patrol cars.
- Seek grant funding for equipment.

REVENUES

2003-05 Actual	2005-07 Actual	Object	2007-09 Budget	2009-11 Budget
\$0	\$99,689	Beginning Balance	\$144,925	\$94,217
\$582,259	\$567,021	Revenue	\$515,550	\$525,150
\$582,259	\$666,710	TOTAL REVENUES	\$660,475	\$619,367

EXPENDITURES

\$1,684,646	\$1,995,412	Personnel	\$2,327,269	\$2,585,313
\$496,232	\$585,033	Materials & Supplies	\$650,709	\$700,758
\$135,363	\$91,576	Capital Outlay	\$99,500	\$61,500
\$0	\$0	Contingency	\$30,000	\$18,000
\$2,316,241	\$2,672,020	TOTAL EXPENDITURES	\$3,107,478	\$3,365,571
\$1,733,982	\$2,005,311	TOTAL NET BUDGET	\$2,447,003	\$2,746,204

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
1	0	Lieutenant	0	0
1	1	Office Manager	1	1
8	8	Officer	9	10
1	1	Police Chief	1	1
0.5	0.5	Records Clerk/Secretary	1	1
0	2	Sergeant	2	2
11.5	12.5	TOTAL STAFF	14	15

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

Line Item Detail--All Line Items

2003- 2005-

2007- 2009-

05 07 Object Description

09 11 Note

Actual Actual

Budget Budget

						Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$0	\$99,689	401100	Police Beginning Balance		\$144,925	\$3,491
\$51,463	\$56,727	441140	GFpol State Shared - 911		\$64,000	\$70,000
\$14,169	\$11,072	441330	GFpol Misc. grants - Police		\$10,000	\$5,000
\$0	\$65,788	441340	GFpol Terrorism Prevent Grant		\$0	\$0
\$121,139	\$25,977	441350	GFpol Homeland Security Grant		\$0	\$0
\$9,560	\$24,458	442300	GFpol County - Diversion Gran		\$25,000	\$31,000
\$0	\$0	442701	GFpol Oregon Trail SD SROgrant		\$0	\$35,000
\$2,650	\$3,965	456100	GFpol Police Reports		\$3,250	\$3,250
\$5,260	\$5,970	456300	GFpol Fingerprinting		\$4,200	\$4,500
\$13,404	\$9,061	456400	GFpol Vehicle Impound		\$10,000	\$9,500
\$85	\$288	456500	GFpol Police Witness Fees		\$300	\$200
\$109	\$0	456800	GFpol Police Asset Forfeiture		\$0	\$0
						Municipal court fines are primarily the result

\$301,990	\$308,985	466100	GFpol Municipal Court Fines	\$325,000	\$335,730	of traffic tickets issued by the police department.
\$33,507	\$42,753	466200	GFpol District Court fines	\$35,000	\$35,000	
\$0	\$0	466300	GFpol Muni Court Assessmet	\$30,000	\$0	
\$8,029	\$6,578	475300	GFpol Chaplain Donations	\$4,500	\$4,000	
\$20,894	\$5,399	478030	GFpol Misc - Police	\$4,300	\$2,700	
\$1,109,735	\$1,272,444	511100	GFpol Salaries	\$1,453,334	\$1,555,931	
\$91,337	\$110,343	511200	GFpol Overtime	\$133,444	\$134,589	
\$152,519	\$176,232	521100	GFpol Benefits City pd M & D	\$259,099	\$295,760	
\$100,738	\$128,921	521200	GFpol Benefits City pd FICA/me	\$121,400	\$129,340	
\$112,425	\$177,633	521300	GFpol City pd PERS 9.25%	\$271,700	\$307,210	
\$57,416	\$64,607	521350	GFpol City Pd. PERS 6%	\$0	\$0	
\$3,148	\$336	521360	GFpol Benefits City pd Df Comp	\$0	\$0	
\$3,232	\$3,719	521400	GFpol Benefits City pd LifeIns	\$5,292	\$4,169	
\$8,253	\$5,198	521600	GFpol Pr tax Unemployment tax	\$11,580	\$12,340	
\$45,278	\$55,323	521800	GFpol Pr tax Workers Comp.	\$71,420	\$83,090	
\$278	\$80	521901	GFpol Other - drug tests	\$0	\$0	
\$288	\$576	522100	GFpol FlexPd-Service Charge	\$0	\$0	
\$21,453	\$26,058	601100	GFpol Supplies	\$32,009	\$25,004	
\$3,031	\$3,325	601200	GFpol Postage	\$3,500	\$3,800	
\$3,146	\$2,265	601300	GFpol Printing	\$1,500	\$4,200	
\$1,068	\$1,337	601400	GFpol Copier charges	\$2,100	\$2,500	
\$0	\$0	601500	GFpol Public Notices	\$0	\$150	
\$1,050	\$755	601700	GFpol Memberships	\$900	\$5,500	Includes \$3,000 for accreditation
\$610	\$773	601800	GFpol Books & Subscriptions	\$1,100	\$2,000	
\$7,614	\$5,454	601900	GFpol Uniforms	\$5,300	\$8,700	
\$2,596	\$2,913	602000	GFpol Uniform Cleaning	\$3,200	\$3,200	
\$1,031	\$0	602050	GFpol Police Boot Allowance	\$3,000	\$3,000	

\$3,072	\$3,165	602100	GFpol Employee Recruitment	\$1,800	\$3,500	
\$1,808	\$2,158	602200	GFpol Conferences	\$2,300	\$2,000	
\$4,585	\$11,337	602300	GFpol Training, Prof. Adv.	\$6,200	\$24,000	
\$277	\$292	602500	GFpol Meetings & Meals	\$775	\$775	
\$1,839	\$322	603100	GFpol Mileage Reimbursement	\$750	\$733	
\$16,960	\$59,864	603200	GFpol Vehicle - fuel	\$51,000	\$75,000	
\$80,805	\$0	603300	GFpol Vehicle - State lease	\$0	\$0	Police Vehicles are now city owned.
\$28,759	\$86,541	603350	GFpol Vehicle Lease	\$95,000	\$55,000	Decrease reflects vehicles paid off during this biennium and 07-09 biennium.
\$0	\$55	603400	GFpol Vehicle Reg/Licenses	\$0	\$500	
\$19,943	\$35,932	603500	GFpol Vehicle - repairs	\$30,000	\$50,000	
\$16,423	\$26,798	604100	GFpol Repairs and Maintenance	\$28,000	\$18,500	
\$16,405	\$12,354	605100	GFpol Contractual Services	\$10,000	\$14,500	
\$0	\$0	606100	GFpol Equipment Rental	\$0	\$500	
\$36,692	\$40,629	607100	GFpol Utilities	\$41,000	\$38,500	
\$1,745	\$539	608100	GFpol Professional Services	\$2,500	\$3,000	
\$0	\$0	608102	GFpol City Attorneys	\$0	\$1,000	
\$21,170	\$27,203	609100	GFpol Insurance	\$30,000	\$34,000	
\$71,058	\$78,742	627100	GFpol State/County Court Assmt	\$75,000	\$75,000	These assessments are paid to the state and county, and reduce the net revenue from traffic fines. This line item was shifted to the police budget from the court budget.
\$62	\$0	628100	GFpol Bank Finance Charges	\$0	\$0	
\$1,844	\$4,881	630100	GFpol Ammunition/range practic	\$6,200	\$8,000	
\$3,857	\$7,696	630200	GFpol Police Chaplain	\$5,000	\$5,000	
						Sandy contracts with

\$102,956	\$108,018	630300	GFpol Police County Dispatch	\$125,000	\$155,000	Clackamas County for dispatch service.
\$0	\$0	630350	GFpol Equipment	\$30,000	\$116,750	\$6K for Radar Units, \$20K LED light bars, \$10K Scanner, \$750 Clip-on Video Recorder, \$15K Patrol Car Cameras, \$53K Electronic Traffic Citation System, \$12K IP Cameras.
\$0	\$0	630360	GFpol Armament	\$23,900	\$0	
\$20,890	\$28,415	630400	GFpol Crime Prevention	\$2,275	\$2,500	
\$0	-\$1,041	630450	GFpol Equip-Juv Div Prog	\$25,000	\$31,000	
\$0	\$4,841	630500	GFpol Drug Forfeitures	\$0	\$0	
\$321	\$306	630600	GFpol Police Explorers	\$500	\$0	Police Dept. no longer has Explorers
\$1,329	\$928	630700	GFpol Investigation	\$1,200	\$1,200	
\$385	\$1,540	630750	GFpol Police Detoxification	\$2,500	\$3,000	
\$1,448	\$639	630800	GFpol Police Reserves	\$2,200	\$1,500	
\$0	\$0	740000	GFpol Furniture & Office Eq	\$65,000	\$0	
\$4,097	\$4,294	740100	GFpol Computer Equipment	\$5,500	\$5,500	
\$125,238	\$70,640	740120	GF pol 800 MHz Radio System	\$22,000	\$26,000	
\$0	\$15,727	740125	GFpol Terrorism Prevention	\$0	\$0	
\$6,028	\$915	740150	GFpol Law Enf Block Grant Equi	\$2,000	\$0	
\$0	\$0	750000	GFpol Vehicles	\$5,000	\$80,000	Vehicle and related equipment for additional officer & 2 new vehicles.
\$0	\$0	951000	GFpol Police Dept Contingency	\$30,000	\$20,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.

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

Two non-sworn officers (one full-time one part-time) hold this position. The code enforcement officers work with the city's planning director to ensure compliance with building and sign codes. They are also responsible for investigation and follow-up of complaints concerning abandoned vehicles, weeds, junk in yards, and other nuisance violations. Code Enforcement address issues that affect livability in a neighborhood. Animal control duties involve follow-up and investigation of all animal-related issues within the city.

The code enforcement officers fulfill several other important support functions in addition to enforcement of municipal code. The code enforcement officers also serve as the police department representative on the safety committee and as the municipal court bailiff. The code enforcement officer is also in charge of the property/evidence room, and handles placement of the radar trailer around the community, freeing regular patrol officers for other calls for service.

PAST GOALS	ACCOMPLISHMENTS
Build a kennel at the city shops.	Clackamas County has moved Dog Control to the Clackamas area which has reduced travel time to impound dogs. No need to build a city kennel at this time.
Obtain mini-van for the part-time Code Enforcement officer.	We obtained a low mileage, full size cargo van. It has proved useful in carrying found bicycles, evidence, and training materials.
Property room inventory.	An audit of property/evidence room has been completed. A list of surplus property is being prepared for disposal.

OBJECTIVES FOR THE NEXT BIENNIUM

- Replace aging Jeep with low mileage hybrid vehicle.
- Provide code enforcement service 7 days per week.
- Obtain barcode inventory system to record inventory of seized property.

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

REVENUES

2003-05 Actual	2005-07 Actual	Object	2007-09 Budget	2009-11 Budget
\$437	\$0	Beginning Balance	\$0	\$0
\$437	\$0	TOTAL REVENUES	\$0	\$0

EXPENDITURES

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\$103,456	\$115,343	Personnel	\$159,988	\$178,037
\$1	\$8	Materials & Supplies	\$15,000	\$0
\$103,457	\$115,351	TOTAL EXPENDITURES	\$174,988	\$178,037
\$103,020	\$115,351	TOTAL NET BUDGET	\$174,988	\$178,037

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
1	1.3	Enforcement Officer	1.3	1.3
1	1.3	TOTAL STAFF	1.3	1.3

Next Program: [Recreation](#)

Line Item Detail--All Line Items

2003- 2005-

2007- 2009-

05 07 Object Description

09 11 Note

Actual Actual

Budget Budget

						Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$437	\$0	401100	Code Beginning Balance	\$0	\$0	
\$74,060	\$77,974	511100	GFcod Salaries	\$106,087	\$113,351	
\$8,737	\$9,600	521100	GFcod Benefits City pd M & D	\$18,945	\$22,410	
\$9,385	\$9,725	521200	GFcod Benefits City pd FICA/me	\$8,115	\$8,670	
\$6,851	\$11,120	521300	GFcod Benefits City pd PERS	\$20,295	\$21,695	
\$281	\$277	521400	GFcod Benefits City pd LifeIn	\$491	\$389	
\$557	\$324	521600	GFcod Pr tax Unemployment	\$775	\$830	
\$3,441	\$6,177	521800	GFcod Pr tax Workers Comp.	\$5,280	\$6,175	
\$144	\$144	522100	GFcod FlexPd - Service Charge	\$0	\$0	
\$0	\$3	601100	GFcod Supplies	\$0	\$0	
\$0	\$0	601200	Gfcod Postage	\$0	\$0	
\$1	\$5	601400	GFcod Copier charges	\$0	\$0	
\$0	\$0	603300	GFcod Vehicle - State Lease	\$15,000	\$0	
\$0	\$0	750000	GFcod Vehicles	\$0	\$25,000	Code Enforcement vehicle

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Department/Program:	033 Recreation
Fund:	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](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities	An increased number of programs are targeted to Spanish-speaking citizens
Council Goal: Begin planning for the celebration of Sandy's centennial in 2011	Preliminary discussions have taken place; improvements to Meinig Park continue, including the reconstruction of the Main Stage
Council Goal: Program activities (e.g., acoustic concerts, plays) in the new amphitheater	Acoustic series has shown steady increase in attendance; other activities include summer children's theater performances and Library's Summer Reading Program finale
Improve recreation portion of City's web page (e.g. relevant links to other recreation providers)	Most recreation offerings are now posted on the web calendar as well as schedules, weather-related cancellations and other league sports info
Begin on-line registration for classes and programs	Still a goal
Continue with evaluations of recreation programs	Ongoing

OBJECTIVES FOR THE NEXT BIENNIUM

- **Council Goal:** Continue planning for the celebration of Sandy's centennial in 2011
- **Council Goal:** Expand the use of the amphitheater, downtown plaza and other public facilities for events
- **Council Goal:** Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities
- Implement on-line registration for recreation offerings
- Continue with ongoing evaluations of recreation programs
- Improve recreation portion of City's web page (e.g. relevant links to other recreation providers)

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$8,860	\$50,502	Beginning Balance	\$80,044	\$20,911
\$115,304	\$114,391	Revenue	\$165,000	\$167,000
\$124,164	\$164,893	TOTAL REVENUES	\$245,044	\$187,911

EXPENDITURES

\$186,821	\$192,901	Personnel	\$268,468	\$308,728
\$132,610	\$152,626	Materials & Supplies	\$222,200	\$237,500
\$582	\$3,285	Capital Outlay	\$23,000	\$3,000
\$0	\$0	Contingency	\$40,000	\$3,000
\$320,013	\$348,811	TOTAL EXPENDITURES	\$553,668	\$552,228
\$195,849	\$183,918	TOTAL NET BUDGET	\$308,624	\$364,317

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.2	0.2	Community Services Director	0.2	0.2
0	0	Events Coordinator	0.25	0.25
0.42	0.42	Receptionist/Secretary	0.44	0.54
0.8	0.8	Recreation Supervisor	0.8	0.8
0.3	0.3	Summer Program	0.3	0.3
0.29	0.23	Van Driver	0.23	0.23
2.01	1.95	TOTAL STAFF	2.22	2.32

Next Program: [Senior Center](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$8,860	\$50,502	401100	Rec Beginning Balance	\$80,044	\$20,911	
\$77,927	\$80,686	436100	GFrec Recreation Fees	\$115,000	\$115,000	User fees. City residents typically receive a discount.
\$28,216	\$22,652	436110	GFrec Youth Basketball	\$40,000	\$40,000	
\$741	\$27	437200	GFrec Change of Pace	\$0	\$0	
\$0	\$15	437300	GFrec Sandy Times	\$0	\$0	
\$8,420	\$11,012	475601	GFrec Concerts in the Park	\$10,000	\$12,000	
\$139,827	\$143,506	511100	GFrec Salaries	\$192,637	\$211,960	
\$12,527	\$12,193	521100	GFrec Benefits City pd M & D	\$26,040	\$29,182	
\$16,877	\$16,471	521200	GFrec Benefits City pd FICA/me	\$14,731	\$16,234	
\$11,815	\$16,717	521300	GFrec Benefits City pd PERS	\$24,513	\$33,412	
\$15	\$0	521360	GFrec Benefits City pd Df Comp	\$0	\$0	
\$281	\$231	521400	GFrec Benefits City pd LifeIns	\$657	\$457	
\$1,052	\$564	521600	GFrec Pr tax Unemployment	\$1,407	\$1,552	
\$4,046	\$2,808	521800	GFrec Pr tax Workers Comp.	\$8,483	\$6,677	
\$240	\$200	521901	GFrec Other - drug tests	\$0	\$0	
\$141	\$211	522100	GFrec FlexPd-Service Charge	\$0	\$0	
\$3,300	\$3,377	601100	GFrec Supplies	\$5,000	\$7,000	
\$3,685	\$3,468	601200	GFrec Postage	\$3,000	\$2,000	
\$5,178	\$5,100	601300	GFrec Printing	\$10,000	\$18,000	printing & mailing of 3 guides/yr
\$761	\$115	601400	GFrec Copier charges	\$1,000	\$1,000	
\$519	\$1,041	601700	GFrec Books and Subscriptions	\$1,000	\$1,000	

\$0	\$0	601900	GFrec Uniforms GFrec Employee	\$0	\$500	
\$0	\$364	602100	Recruitment	\$500	\$500	
\$717	\$1,010	602200	GFrec Conferences	\$2,000	\$2,000	
\$701	\$0	602300	GFrec Training, Prof. Adv.	\$0	\$1,000	
\$19	\$139	602500	GFrec Meetings & Meals	\$200	\$500	
\$498	\$532	603100	GFrec Mileage reimbursement	\$1,000	\$1,500	
\$82	\$20	603200	GFrec Vehicle - fuel	\$1,000	\$1,000	
\$144	\$59	603500	GFrec Vehicle - repairs	\$1,000	\$1,000	
\$1,446	\$368	604100	GFrec Repairs and Maintenance	\$2,000	\$2,000	
\$11,292	\$11,876	607100	GFrec Utilities	\$15,000	\$15,000	
\$6,832	\$1,920	609100	GFrec Insurance	\$9,000	\$3,000	
\$38	\$43	628200	GFrec VISA Merchant Fee	\$500	\$500	may increase w/online reg
\$52,527	\$59,861	633100	GFrec Program - Recreation	\$85,000	\$85,000	Payments to individuals or contractors who lead recreation classes and offerings.
\$27,764	\$18,488	633200	GFrec Program - Youth Basketball	\$35,000	\$35,000	
\$9,168	\$19,024	633400	GFrec Progr -Concerts in Park	\$20,000	\$30,000	added 10k for acoustic series; 5 main stage concerts & 4 acoustic concerts
\$7,941	\$7,299	633500	GFrec Prog - Movies in Park	\$10,000	\$10,000	The city sponsors outdoor movies in Meinig Park on Saturday evenings in August and early September. Costs include royalties, and contracting for sound system and video services.
\$0	\$18,523	633600	GFrec Sandy Times	\$20,000	\$20,000	Partial sponsorship of Sandy Times cable TV show
\$582	\$2,552	740000	GFrec Furniture & Office Eq.	\$11,000	\$1,000	
\$0	\$732	740100	GFrec Computer Equipment	\$12,000	\$2,000	
\$0	\$0	951000	GFrec Dept Contingency	\$40,000	\$10,767	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.


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Department/Program:	034 Senior Center
Fund:	110 General Fund

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](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Follow through on building upgrades; Re-roof original portion of building	Remodeling project completed
Improve senior center portion of City's web site including on-line publication of monthly newsletter	Senior newsletter currently on-line
Develop a new, more efficient revenue receipt system with cash register	Working with Finance Department to implement
Continue to provide a broad range of center services appealing to all ages of older adults	Monthly hikes have been incorporated into activities; crossover recreation department offerings are also advertised in senior newsletter
Begin on-line registration for center offerings	Still a goal
Add awning and lighting to west side of building	Completed with building remodel

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:

- Re-do street-side landscaping featuring low-water, native plants
- Install new sign and reader board
- Continue to provide a broad range of center services appealing to all ages of older adults
- Begin on-line registration for center offerings
- Develop a new, more efficient revenue receipt system with cash register
- Add large screen television and Wii Fit system for movies & exercise
- Explore use of electronic check-in system for programs and services

BUDGET NOTES:

Proposed reduction in funding from Clackamas County for provision of senior services

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget

-\$370	\$37,948	<u>Beginning Balance</u>	\$33,891	\$3,179
\$257,781	\$247,175	<u>Revenue</u>	\$300,000	\$285,000
\$257,411	\$285,123	TOTAL REVENUES	\$333,891	\$288,179
EXPENDITURES				
\$352,483	\$389,920	<u>Personnel</u>	\$438,966	\$488,121
\$183,289	\$184,644	<u>Materials & Supplies</u>	\$234,700	\$248,800
\$683	\$5,976	<u>Capital Outlay</u>	\$10,000	\$3,500
\$0	\$0	<u>Contingency</u>	\$71,278	\$2,533
\$536,455	\$580,540	TOTAL EXPENDITURES	\$754,944	\$742,954
\$279,044	\$295,417	TOTAL NET BUDGET	\$421,053	\$454,775

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 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
0.42	0.42	Receptionist/Secretary	0.44	0.54
0.2	0.2	Recreation Supervisor	0.2	0.2
0.88	0.88	Social Services	0.88	0.88
0.34	0.27	Van Driver	0.27	0.27
3.37	3.3	TOTAL STAFF	3.32	3.42

Next Program: [Parks Maintenance](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
-\$370	\$37,948	401100	Seniors beginnning Balance	\$33,891	\$3,179	
\$36,459	\$40,556	437100	GFsen Activity Fee	\$75,000	\$75,000	
\$168,599	\$153,736	442200	GFsen County - Sr Citizens Gr	\$155,000	\$140,000	possible decrease in county \$\$\$
\$52,723	\$52,883	475100	GFsen Nutrition Program	\$70,000	\$70,000	
\$206,073	\$227,176	511100	GFsen Salaries	\$253,150	\$274,184	
\$39,465	\$38,334	511103	GFsen Prog. Sal. - Nutrition	\$38,769	\$39,339	
\$12,095	\$12,828	511104	GFsen Prog. Sal. - Alzh	\$14,061	\$12,274	can merge w/salaries
\$34,208	\$38,682	521100	GFsen Benefits City pd M & D	\$53,602	\$59,560	
\$26,111	\$24,960	521200	GFsen Benefits City pd FICA/me	\$23,391	\$24,923	
\$22,302	\$35,421	521300	GFsen Benefits City pd PERS	\$39,302	\$51,875	
\$52	\$0	521360	GFsen Benefits City pd Df Comp	\$0	\$0	
\$535	\$515	521400	GFsen Benefits City pd LifeIns	\$797	\$733	
\$1,919	\$1,099	521600	GFsen Pr tax Unemployment	\$2,220	\$2,375	
\$9,585	\$10,722	521800	GFsen Pr tax Workers Comp.	\$13,674	\$10,515	
\$40	\$40	521901	GFsen Other - drug tests	\$0	\$0	
\$98	\$142	522100	GFsen FlexPd-Service charge	\$0	\$0	
\$3,891	\$7,317	601100	GFsen Supplies	\$8,000	\$8,000	
\$1,729	\$2,304	601200	GFsen Postage	\$3,000	\$3,000	
\$682	\$370	601300	GFsen Printing	\$1,000	\$1,000	
\$2,254	\$2,726	601400	GFsen Copier charges	\$4,000	\$2,000	
\$0	\$0	601500	GFsen Public Notices	\$0	\$500	
\$230	\$440	601700	GFsen Memberships	\$500	\$500	
			GFsen Books and			

\$0	\$0	601800	Subscriptions	\$0	\$200	
		601900	GFsen Uniforms			
\$0	\$0	602100	GFsen Employee Recruitment	\$0	\$500	
\$1,126	\$680	602200	GFsen Conferences	\$2,000	\$2,000	
\$504	\$249	602300	GFsen Training, Prof. Adv.	\$500	\$1,000	
\$137	\$265	602500	GFsen Meetings & Meals	\$500	\$1,000	
\$1,106	\$1,127	603100	GFsen Mileage Reimbursements	\$2,000	\$2,000	
\$6,452	\$9,378	603200	GFsen Vehicle - fuel	\$10,000	\$12,000	
\$5,398	\$5,095	603500	GFsen Vehicle - repairs	\$10,000	\$10,000	
\$11,194	\$8,973	604100	GFsen Repairs & Maintenance	\$10,000	\$10,000	
\$2,504	\$1,260	604110	GFsen Elevator Maintenance	\$2,000	\$2,500	
\$14,431	\$15,689	607100	GFsen Utilities	\$20,000	\$20,000	
\$6,832	\$3,655	609100	GFsen Insurance	\$8,000	\$5,000	
\$38	\$54	628200	GFsen Visa Merchant Fee	\$200	\$200	
\$74,260	\$78,793	634100	GFsen Prog. -Senior Activities	\$90,000	\$105,000	trips; E & D rides (need to increase to compensate for transit gas/insurance)
\$1,337	\$733	634200	GFsen Prog. - Alzheimers	\$2,000	\$2,000	"Change of Pace" provides activities for Alzheimers patients so their caregivers can have respite
\$0	\$174	634300	GFsen Program. - Music Program	\$1,000	\$200	
\$49,185	\$45,362	634400	GFsen Program - Nutrition	\$60,000	\$60,000	Hot meals, both on-site at the senior center, and delivered to homes by volunteer drivers; includes \$5,000 for mileage reimbursement for MOW drivers. (need to increase mileage amount by \$5,000; pd. \$6,500 in first 18 months)
\$0	\$0	720000	GFsen Buildings	\$0	\$45,000	\$20,000 CDBG Match for parking lot upgrade. \$25,000 for new sign & landscape improvements
\$683	\$3,296	740000	GFsen Furniture and Office Eq.	\$6,000	\$1,500	
			GFsen Computer			

Line Item Detail

	\$0	\$2,680	740100	Equipment	\$4,000	\$2,000	
							Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
	\$0	\$0	951000	GFsen Contingency	\$71,278	\$30,300	

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Department/Program:	035 Parks Maintenance
Fund:	110 General Fund

The Parks Maintenance program (part of the Public Works Department) maintains and makes minor improvements to the city’s parks, open spaces, public spaces, buildings and grounds. Parks Maintenance is responsible for nine developed parks totaling approximately 20 acres, five undeveloped parks and various open space tracts comprising approximately 185 acres as well as scattered pedestrian paths and trails. The City also uses local landscape contractors to perform regular maintenance at certain City facilities and public areas.

During the current biennium the City acquired an additional 22 acres of undeveloped park land and open space. In the same time period a newly developed park in the Salmon Creek subdivision off of 362nd and the Hoffman Plaza site were added to the inventory. Parks Maintenance staff will also soon be responsible for maintaining the new streetscape improvements on Proctor, including the decorative street lighting and the Tickle Creek Trail system.

In order to keep up with these additional responsibilities staff proposes converting the Parks Seasonal Worker position to year-round employment. In prior years as the workload has increased we extended the length of the seasonal appointment from six months to seven and currently eight months per year so the budget impact is not as significant.

The budget includes \$19,000 for the purchase of an additional mower and trailer in order to be able to mow more turf per day. This is especially important during the spring when the window for turf mowing is limited in any given week. We intend to discontinue one of our park mowing contracts as a result which should save between \$6,000 and \$7,000 annually.

For more information, see the [Park Maintenance Program Review](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Install a drinking fountain at Jonsrud Viewpoint	Installed drinking fountain at Jonsrud Viewpoint

OBJECTIVES FOR THE NEXT BIENNIUM

- Based on policy direction from the City Council and Parks Board, develop programs and plans for managing the City’s open spaces.
- **Sustainability** - Prepare a 200’ x 50’ area at the west edge the future Bornstedt Village Park property (about 3% of the site) for composting chipper and leaf debris into mulch and topsoil for Parks operations. Currently, we pay a contractor \$5,000 - \$6,000 every two or three years to haul off wood chips where they are either used for boiler hog fuel or composted.

BUDGET NOTES The 2007-09 budget includes an additional \$30,000 for contracted maintenance for new neighborhood parks.

REVENUES

2003-05 Actual	2005-07 Actual	2007-09 Budget	2009-11 Budget
\$0	\$78,192	\$119,877	\$3,503

\$0	\$200	Revenue	\$600	\$1,000
\$0	\$78,392	TOTAL REVENUES	\$120,477	\$4,503
EXPENDITURES				
\$172,543	\$212,328	Personnel	\$222,166	\$291,808
\$35,448	\$62,604	Materials & Supplies	\$76,691	\$77,925
\$38,996	\$24,693	Capital Outlay	\$141,900	\$34,700
\$0	\$7,365	Contingency	\$10,000	\$0
\$246,987	\$306,989	TOTAL EXPENDITURES	\$450,757	\$404,433
\$246,987	\$228,597	TOTAL NET BUDGET	\$330,280	\$399,930

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.1	0.1	Comm Svcs Director	0.1	0.1
0.18	0.18	Parks Attendant	0.18	0.18
0.5	0.5	Parks Seasonal	0.5	1
1	1	Parks Worker	1	1
1.78	1.78	TOTAL STAFF	1.78	2.28

Next program: [Planning](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
\$0	\$78,192	401100	Parks Beginning Balance	\$119,877	\$3,503	
\$0	\$200	475010	GFpkm Gazebo Rentals	\$600	\$1,000	
\$127,128	\$150,730	511100	GFpkm Salaries	\$154,203	\$193,305	
\$0	\$155	511200	GFpkm Overtime	\$0	\$0	
\$17,695	\$21,996	521100	GFpkm Benefits City pd M & D	\$28,262	\$38,714	
\$11,204	\$14,456	521200	GFpkm Benefits City pd FICA/me	\$11,800	\$14,803	
\$8,826	\$14,258	521300	GFpkm Benefits City pd PERS	\$19,777	\$30,933	
\$929	\$2,984	521360	GFpkm Benefits City pd Df Comp	\$0	\$0	
\$439	\$467	521400	GFpkm Benefits City pd LifeIns	\$640	\$540	
\$977	\$593	521600	GFpkm Pr tax Unemployment	\$1,125	\$1,413	
\$4,987	\$6,409	521800	GFpkm Pr tax Workers Comp.	\$6,359	\$7,138	
\$315	\$195	521901	GFpkm Other -drug tests	\$0	\$0	
\$42	\$84	522100	GFpkm FlexPd-Service Charge	\$0	\$0	
\$2,522	\$4,836	601100	GFpkm Supplies	\$5,000	\$5,000	
\$66	\$31	601200	GFpkm Postage	\$66	\$50	
\$35	\$0	601300	GFpkm Printing	\$50	\$50	
\$149	\$15	601400	GFpkm Copier charges	\$100	\$25	
\$43	\$188	601500	GFpkm Public Notices	\$100	\$50	
\$100	\$0	601700	GFpkm Memberships	\$100	\$200	
\$785	\$733	601900	GFpkm Uniforms	\$700	\$1,000	
\$540	\$0	602100	GFpkm Employee Recruitment	\$500	\$800	
\$143	\$230	602300	GFpkm Training, Prof. Adv.	\$400	\$600	
			GFpkm Meetings &			

\$201	\$92	602500	Meals	\$125	\$150	
			GFpkm Mileage			
\$38	\$49	603100	Reimbursement	\$50	\$100	
\$0	\$0	603200	GFpkm Vehicle - fuel	\$2,000	\$3,200	
			GFpkm Vehicle - State			
\$0	\$102	603300	Lease	\$1,000	\$1,200	
\$1,247	\$1,539	603500	GFpkm Vehicle - repairs	\$2,500	\$3,000	
			GFpkm Repairs &			
\$1,291	\$11,867	604100	Maintenance	\$8,500	\$15,500	
			GFpkm Nature Trail			Bark dust for the nature trail
\$4,100	\$3,960	604200	Materials	\$4,000	\$4,000	on Sandy High School
			GFpkm Contractual			property.
\$3,964	\$4,802	605100	Services	\$21,000	\$10,000	
\$5,380	\$6,912	606100	GFpkm Equipment Rental	\$5,500	\$4,000	
\$8,296	\$15,745	607100	GFpkm Utilities	\$15,000	\$17,000	
			GFpkm Professional			
\$2,997	\$7,478	608100	Services	\$5,000	\$7,500	
\$2,048	\$3,468	609100	GFpkm Insurance	\$3,500	\$7,500	
			GFpkm Prog. -Parks			
\$100	\$70	635100	Master Plan	\$0	\$100,000	
			GFpkm Prog. -			
\$1,401	\$486	635200	Skateboard Park	\$1,500	\$1,000	
			GFpkm Parks Imprvmnts-			
\$0	\$2,246	715000	General	\$100,000	\$10,000	
						General fund share of various
\$9,063	\$17,316	715010	GFpkm Meinig Park	\$0	\$101,000	improvements to Meinig
						Park.
\$206	\$134	715011	GFpkm Meinig Park	\$400	\$0	
			restrooms			
\$30	\$0	715012	GFpkm Meinig Park	\$500	\$0	
			Gazebo			
\$976	\$911	715020	GFpkm Fantasy Forest	\$2,500	\$2,500	
\$709	\$63	715030	GFpkm Tupper Park	\$1,000	\$1,000	
			GFpkm Jonsrud			
\$227	\$160	715050	Viewpoint	\$1,000	\$1,000	
			GF pkm Furniture &			
\$0	\$0	740000	Office Equip	\$0	\$200	
			GFpkm Machinery and			
\$27,785	\$3,864	760000	Equipment	\$36,500	\$19,000	mower, trailer
			GFpkm Parks Maint.			
\$0	\$7,365	951000	Contingency	\$10,000	\$0	



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Department/Program:	036 Planning
Fund:	110 General Fund

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, 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](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Refine downtown design standards in the city's development code.	Done. Sandy Style standards adopted April 2008.
Council Goal: Expand tree planting and management program.	In process. Tree City USA status retained. Street tree program started. Planted trees at western gateway.
Council Goal: Update the buildable lands inventory.	Done. Urbanization Study adopted February 2009.
Council Goal: Consider expansion of the Urban Growth Boundary.	Urbanization Study indicates no expansion is necessary for this biennium
Council Goal: Complete "housekeeping" changes to the development code.	Done.
Council Goal: Encourage development of destination restaurants.	Continued to current biennium.
Council Goal: Identify locations for an expanded Sandy Post Office.	Continued to current biennium.

OBJECTIVES FOR THE NEXT BIENNIUM

- Council Goal:** Implement a tree planting program
- Council Goal:** Identify locations for an expanded Sandy Post Office.
- Council Goal:** Consider options for improved downtown parking, including public/private investment in a parking structure, and improved signage.
- Council Goal:** Explore adoption of a form-based zoning code to encourage businesses to expand or locate in Sandy.

BUDGET NOTES

The Planning & Development Department is carrying over a contingency reserve that is serving as a buffer against the current slowdown in construction activity.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$317,886	\$436,028	Beginning Balance	\$419,686	\$488,075
\$362,521	\$482,484	Revenue	\$295,500	\$169,651

\$680,407	\$918,512	TOTAL REVENUES	\$715,186	\$657,726
EXPENDITURES				
\$222,886	\$262,877	Personnel	\$302,767	\$337,148
\$109,031	\$98,768	Materials & Supplies	\$332,450	\$205,200
\$3,415	\$1,913	Capital Outlay	\$7,000	\$7,000
\$0	\$0	Contingency	\$110,000	\$180,000
\$335,333	\$363,558	TOTAL EXPENDITURES	\$752,217	\$729,348
-\$345,074	-\$554,954	TOTAL NET BUDGET	\$37,031	\$71,622

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.82	0.82	Associate Planner	0.82	0.82
0.2	0.2	Engineering Tech.	0.2	0.2
0	0	Permit Clerk	0.05	0.05
0.73	0.73	Planning Director	0.73	0.73
0	0	Secretary	0.25	0.25
1.75	1.75	TOTAL STAFF	2.05	2.05

Next Program: [Building](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

			Planning Beginning			Planning balances have
\$317,886	\$436,028	401100	Balance	\$419,686	\$488,075	accumulated for the past
						several years through permit
\$105,518	\$179,229	434200	GFplng Permit Adm. Fee	\$110,000	\$61,937	revenues.
						Assumes 70% of 07-09
\$240,737	\$220,555	454100	GFplng Planning Fees	\$150,000	\$68,317	estimate
			GFplng EC Permit 1&2			Assumes 70% of 07-09
\$15,876	\$44,182	454200	Family	\$30,000	\$16,879	estimate
\$15,531	\$22,785	454300	GFplng ZRF-SFD	\$15,000	\$8,197	
\$7,525	\$16,313	454400	GFplng EC Plan Check	\$10,000	\$5,651	
			GF plng Urb Forest			
\$60	\$7,698	454500	Fees/Grants	\$0	\$2,729	
						Refunded fees (e.g.,
-\$23,382	-\$9,547	466100	GFplng Refund	-\$20,000	\$5,000	deposits)
\$656	\$1,270	478100	GFplng docs/copies	\$500	\$941	
\$167,053	\$188,854	511100	GFplng Salaries	\$213,530	\$227,336	
\$635	\$3,338	511200	GFplng Overtime	\$4,500	\$4,500	
			GFplng Benefits City pd			
\$20,872	\$26,372	521100	M&D	\$37,010	\$44,955	
			GFplng Benefits City pd			
\$16,135	\$18,220	521200	FICA/m	\$16,340	\$17,392	
			GFplng Benefits City pd			
\$15,155	\$20,625	521300	PERS	\$28,057	\$36,767	
			GFplng Benefits City pd			
\$482	\$466	521400	Lifein	\$776	\$571	
			GFplng Pr tax			
\$1,261	\$697	521600	Unemployment	\$1,552	\$1,659	
			GFplng Pr tax Workers			
\$1,165	\$4,129	521800	Comp	\$1,002	\$2,179	
\$8	\$40	521900	GFplng Other-drug tests	\$0	\$0	
			GFplng Flex-Pd Service			
\$118	\$136	522100	Charge	\$0	\$0	
\$3,126	\$3,279	601100	GFplng Supplies	\$4,000	\$4,000	
\$2,425	\$3,810	601200	GFplng Postage	\$5,000	\$4,000	
\$1,075	\$875	601300	GFplng Printing	\$1,000	\$1,200	
\$5,223	\$6,517	601400	GFplng Copier Charges	\$8,000	\$3,000	

\$381	\$79	601450	GF plng Bornstedt Ville Chgs	\$0	\$0	
\$4,467	\$3,044	601500	GFplng Public Notices	\$5,000	\$3,500	
\$1,474	\$1,040	601700	GFplng Memberships	\$1,500	\$1,500	
\$387	\$214	601800	GFplng Books and Subscriptions	\$450	\$300	
\$612	\$1,260	602100	GFplng Employee Recruitment	\$500	\$500	
\$5,722	\$4,150	602200	GFplng Conferences	\$6,500	\$6,000	Conferences include national and local American Planning Association.
\$849	\$695	602300	GFplng Training, Prof. Adv	\$1,500	\$1,500	
\$110	\$186	602500	GFplng Meetings & Meals	\$1,000	\$1,000	
\$245	\$1,029	603100	GFplng Mileage Reimbursement	\$1,000	\$2,000	
\$146	\$0	604100	GFplng Repairs and Maintenance	\$0	\$200	
\$849	\$1,100	605100	GFplng Contract Services	\$15,000	\$15,000	
\$26,846	\$0	608102	GFplng City Attorneys	\$50,000	\$40,000	Hours billed based on specific development applications.
\$34,251	\$32,970	608200	GFplng Prof Svc - Engineering	\$40,000	\$30,000	
\$20,044	\$30,269	608500	GFplng Prof Svc - Planning	\$150,000	\$50,000	Planning service for special long range planning projects, or to handle peaks in workload.
\$20	\$0	628200	GFplng Visa Merchant Fee	\$0	\$0	
\$0	\$0	637100	GFplng Planning Commission	\$1,000	\$1,000	
\$0	\$0	637302	GFplng Records Mgmt/Storage	\$1,000	\$500	
\$778	\$8,251	639610	GFplng Tree City USA	\$40,000	\$40,000	
\$290	\$80	740000	GFplng Furniture & Office Eq.	\$2,000	\$2,000	
\$3,125	\$1,833	740100	GFplng Computer Equipment	\$5,000	\$5,000	
\$0	\$0	951000	GFplng Contingency	\$110,000	\$180,000	

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Department/Program:	037 Building
Fund:	110 General Fund

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 reserve as a buffer against the current slowdown in construction activity. The negative net balance reflects the estimated value of general fund support services to the Building Department (accounting, payroll, legal services, insurance, space costs, etc.).

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$435,989	\$440,571	Beginning Balance	\$643,145	\$516,995
\$499,924	\$762,502	Revenue	\$405,700	\$242,313
\$935,913	\$1,203,073	TOTAL REVENUES	\$1,048,845	\$759,308

EXPENDITURES

\$310,899	\$350,952	Personnel	\$406,137	\$434,528
\$48,982	\$71,724	Materials & Supplies	\$179,150	\$123,400
\$5,460	\$310	Capital Outlay	\$33,000	\$25,000
\$0	\$0	Contingency	\$371,619	\$126,000
\$365,341	\$422,987	TOTAL EXPENDITURES	\$989,906	\$708,928

-\$570,572 -\$780,087 TOTAL NET BUDGET -\$58,939 -\$50,380

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.05	0.05	Associate Planner	0.05	0.05
1	1	Building Official	1	1
0	0.3	Enforcement Officer	0.3	0.3
0.7	0.7	Permit Clerk	0.7	0.7
0.2	0.2	Planning & Devpt. Director	0.2	0.2
0.4	0.58	Secretary	0.58	0.63
2.35	2.83	TOTAL STAFF	2.83	2.88

Next Program: [*Nondepartmental*](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

			Building Beginning			The beginning balance will help offset revenue decreases due to future slowdowns in construction activity.
\$435,989	\$440,571	401100	Balance	\$643,145	\$516,995	
\$199,023	\$303,629	433110	GFbldg Permits - Building	\$150,000	\$95,741	Assumes 70% of 07-09 with new high school
\$82,707	\$132,405	433120	GFbldg Permits - Plumbing	\$90,000	\$44,621	
\$24,823	\$36,350	433130	GFbldg Permit - Mechanical	\$20,000	\$11,609	
\$17,229	\$12,232	433140	GRbldg Permit - FireLifeSa	\$10,000	\$1,100	
\$768	\$0	433150	GFbldg Permit -MH Install	\$500	\$0	
\$9,431	\$23,800	433400	GFbldg Permit -Other Bldg	\$10,000	\$5,793	
\$24,608	\$38,371	433910	GFbldg Permit - State %	\$25,000	\$15,888	
\$150	\$270	433920	GFbldg P-State M H Fee	\$200	\$84	
\$141,186	\$215,546	434100	GFbldg Plan Check Fee	\$100,000	\$67,477	
\$0	-\$100	466100	GFbldg Building Refund	\$0	\$0	
\$236,081	\$258,129	511100	GFbldg Salaries	\$291,209	\$293,128	
\$28,646	\$33,563	521100	GFbldg Benefits City pd M & D	\$46,124	\$56,587	
\$21,854	\$22,526	521200	GFbldg Benefits City pd FICA/m	\$22,263	\$22,427	
\$20,018	\$32,552	521300	GFbldg Benefits City pd PERS	\$39,607	\$47,908	
\$549	\$534	521400	GFbldg Benefits City pd LifeIn	\$1,071	\$880	
\$1,773	\$1,010	521600	GFbldg Pr tax Unemployment	\$2,115	\$2,139	
\$1,869	\$2,423	521800	GFbldg Pr tax Workers Comp.	\$3,748	\$4,145	
\$0	\$120	521901	GFbldg Other - drug tests	\$0	\$0	
\$108	\$96	522100	GF bldg Flex-Pd Service Charge	\$0	\$0	
\$1,591	\$2,685	601100	GFbldg Supplies	\$3,000	\$3,000	

\$1,668	\$1,350	601300	GFbldg Postage	\$2,000	\$2,000
\$89	\$314	601300	GFbldg Printing	\$200	\$250
\$276	\$347	601400	GFbldg Copier charges	\$400	\$400
\$60	\$0	601600	GFbldg Organizational Fees	\$0	\$0
\$1,645	\$3,272	601700	GFbldg Memberships	\$2,500	\$2,500
\$793	\$571	601800	GFbldg Books and Subscriptions	\$250	\$250
\$674	\$1,194	602100	GFbldg Employee Recruitment	\$500	\$500
\$6	\$727	602200	GFbldg Conferences	\$1,000	\$1,000
\$1,000	\$470	602300	GFbldg Training, Prof. Adv.	\$1,000	\$1,000
\$4,137	\$4,623	603100	GFbldg Mileage Reimbursement	\$4,800	\$5,000
\$8,884	\$14,110	605101	GFbldg Contract Serv. - Plannin	\$120,000	\$70,000
\$0	\$193	605102	GFbldg Contract Serv. - Bldg	\$2,000	\$10,000
\$0	\$0	605103	GFbldg Contract Serv. - Plumbin	\$1,000	\$1,000
\$393	\$326	607100	GFbldg Utilities	\$500	\$1,000
\$2,443	\$0	608200	GFbldg Prof. Serv. - Engineerin	\$0	\$0
\$0	\$0	608500	GFbldg Prof. Serv. - Planning	\$0	\$2,500
\$25,343	\$41,541	637200	GFbldg State Bldg Fee Surcharg	\$35,000	\$18,000
\$0	\$0	637302	GFbldg Records Mgt/Storage	\$5,000	\$5,000
\$4,734	\$310	740000	GFbldg Furniture & Office Eq.	\$10,000	\$10,000
\$726	\$0	740100	GFbldg Computer Equipment	\$23,000	\$15,000
\$0	\$0	951000	GFbldg Contingency	\$371,619	\$126,000

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Department/Program:	039 Nondepartmental
Fund:	110 General Fund

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

2003-05 Actual	2005-07 Actual	Object	2007-09 Budget	2009-11 Budget	
\$10,269	\$23,099	511100 GFnd Salaries	\$16,760	\$17,784	Note
\$0	\$10,000	511500 GFnd Network Admin Scholarship	\$0	\$0	
\$0	\$4,200	521100 GFnd Benefits City pd M & D	\$0	\$0	
\$79	\$2,729	521200 GFnd Benefits City pd FICA/med	\$1,280	\$1,360	
\$0	\$1,228	521300 GFnd Benefits City pd PERS	\$1,130	\$1,200	
\$0	\$608	521360 GFnd Benefits City pd DF Comp	\$0	\$0	
\$0	\$139	521400 GFnd Benefits City pd Life Ins	\$76	\$55	
\$9	\$83	521600 GFnd Pr tax Unemployment	\$120	\$130	
\$4	\$10,479	521800 GFnd Pr tax Workers Comp.	\$60	\$910	
\$0	\$140	521901 GFnd Other - drug tests	\$100	\$100	
\$0	\$36	522100 GFnd FlexPd - Service Charge	\$22	\$22	
\$27,465	\$26,411	601100 GFnd Supplies	\$30,000	\$30,000	
\$19,208	\$7,622	601200 GFnd Postage	\$15,000	\$15,000	
\$11,223	\$4,747	601300 GFnd Printing	\$10,000	\$10,000	
-\$10,466	-\$6,975	601400 GFnd Copier charges	\$0	\$0	Note
\$141	\$56	601500 GFnd Public Notices	\$0	\$1,200	
\$7,422	\$5,638	601600 GFnd Organizational Fees	\$10,000	\$10,000	Note
\$2,780	\$8,926	601700 GFnd Memberships	\$10,000	\$10,000	
\$235	\$1,357	601800 GFnd Books and Subscriptions	\$1,200	\$1,200	
\$0	\$5	602100 GFnd Employee Recruitment	\$0	\$0	
\$11,990	\$805	602300 GFnd Training, Prof. Adv.	\$2,000	\$2,000	
\$222	\$277	602500 GFnd Meetings & Meals	\$400	\$400	
\$168	\$901	603100 GFnd Mileage Reimbursement	\$500	\$500	
\$0	\$0	603200 GFnd Vehicle - fuel	\$0	\$200	Note
\$28,602	\$10,111	604100 GFnd Repairs and Maintenance	\$20,000	\$20,000	
\$19,595	\$17,962	605100 GFnd Contractual Services	\$18,500	\$18,500	
\$34,573	\$42,715	607100 GFnd Utilities	\$45,000	\$59,000	Note
\$10,274	\$3,958	608100 GFnd Professional Services	\$2,800	\$2,800	
\$235	\$0	608102 GFnd City Attorneys	\$0	\$0	
\$36,575	\$38,875	608400 GFnd Prof. Serv. -Auditors	\$58,000	\$60,000	
-\$3,923	\$0	608450 GFnd Prof Serv-Consulting	\$0	\$0	
\$75,394	\$63,446	609100 GFnd Insurance	\$100,000	\$100,000	Note

\$1,159	\$3,506	610200	GFnd Direct Deposit Bank Fees	\$1,500	\$1,500	
\$1,586	\$7,109	624400	GFnd Election Expenses	\$7,000	\$7,000	
\$6,390	\$3,235	628200	GFnd VISA Merchant Fee	\$3,000	\$5,000	Note
-\$71	\$6,103	639100	GFnd Cash over/short	\$0	\$0	
\$8,377	\$9,909	639201	GFnd Prog. -Cable Programming	\$20,000	\$20,000	Note
\$7,408	\$5,593	639202	GFnd Prog - Web Site	\$15,000	\$15,000	Note
\$3,658	\$0	639204	GFnd Program- 1% for Art	\$8,000	\$8,000	Note
\$1,358	\$2,938	639301	GFnd Prog. - Mountain Festival	\$3,500	\$3,500	Note
\$46,010	\$34	639302	GFnd Prog.- Spring Cleanup	\$500	\$2,500	Note
\$8,748	\$9,483	639401	GFnd Prog.-Employee Recong.	\$10,000	\$10,000	Note
\$0	\$0	639402	GFnd Prog.-Wellnes Program	\$0	\$16,000	Note
\$3,260	\$3,330	639403	GFnd Prog.- Mt.Hood Athletic	\$4,500	\$4,500	Note
\$1,275	\$1,715	639500	GFnd Prog. -Neighborhood Assns.	\$2,000	\$2,000	Note
\$0	\$178	639505	GFnd Prog. - Safety Meetings	\$300	\$300	
\$24,000	\$20,000	639601	GFnd Prog.-Chamber of Commerce	\$22,000	\$22,000	Note
\$0	\$6,448	639604	GFnd Prog.-Tourism Promotion	\$60,000	\$60,000	
\$5,000	\$7,824	639605	GFnd Economic Devlopment	\$8,000	\$8,000	Note
\$14,614	\$18,299	639607	GFnd Downtown Flower Baskets	\$15,000	\$20,000	Note
\$0	\$0	639608	GFnd Prog.-Public Forums	\$0	\$2,000	
\$4,000	\$4,000	639700	GFnd Progr.-Contributions	\$8,000	\$8,000	Note
\$25,000	\$0	639702	GFnd Museum/Visitors Center	\$0	\$0	
\$1,250	\$3,108	639703	GFnd Fireworks Display	\$1,000	\$1,000	
\$0	\$29,751	721000	GFnd City Hall	\$15,000	\$15,000	
\$0	\$2,838	721003	GFnd Cty Hall Impr.- Secruity	\$0	\$0	
\$0	\$324	721006	GFnd Emergency Generators	\$0	\$0	
\$50,005	\$0	721007	GFnd City Hall Remodel	\$0	\$0	Note
\$10,000	\$0	721008	GFnd City Hall Windows	\$0	\$0	
\$18,740	\$0	721009	GFnd Pol/Lib Roof	\$5,000	\$0	Note
\$0	\$75,000	721015	GFnd Pol Radio Infrastructure	\$0	\$0	
\$4,890	\$662	740000	GFnd Furniture & Office Eq.	\$0	\$600	
\$0	\$0	740001	GFnd Mail Machine	\$1,000	\$0	
\$725	\$4,206	740100	GFnd Computer Equipment	\$20,000	\$20,000	Note
\$1,307	\$23,431	740101	GFnd Archive equipmnt/software	\$33,000	\$20,000	
\$0	\$0	740103	GFnd City Hall Phone Switch	\$0	\$40,000	Note
\$0	\$10,000	750000	GFnd Transportation Equipment	\$12,000	\$0	
\$0	\$0	910370	GF Transfer to Op Ctr Fund	\$484,439	\$0	Note
\$80,000	\$166,088	910540	GFnd Transfer to T/C Fund	\$145,807	\$145,000	
\$0	\$0	910670	GF Transfer to Op Ctr ISF	\$0	\$23,230	
\$0	\$11,811	955000	GFnd General Fund Contingency	\$693,467	\$1,414,061	Note
\$610,761	\$716,499		TOTAL EXPENDITURES	\$1,941,961	\$2,256,552	

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0	0.5	Network Administrator	0	0
0.25	0.25	Summer Help	0.4	0.4
0.25	0.75	TOTAL STAFF	0.4	0.4

Next Program: [Streets](#)



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[General Revenue](#) 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).

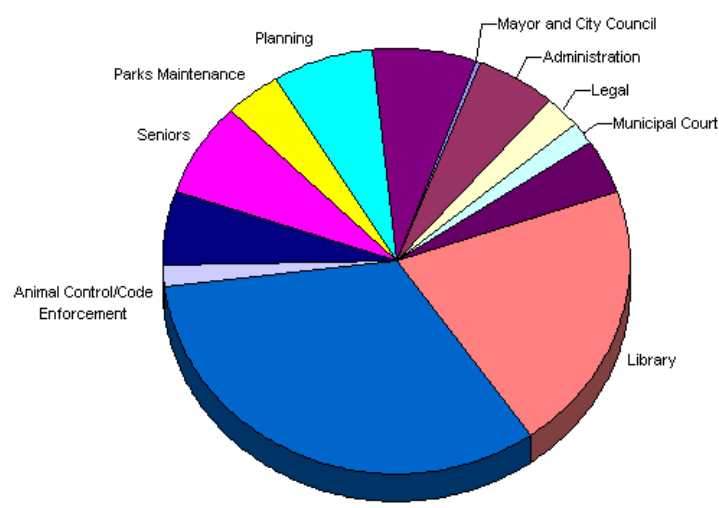
[Administration](#)

[City Attorney](#) 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.

[Court](#)

[Finance](#) The chart below shows the relative size of the budget of each department.

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- [Police](#)
- [Animals/Code](#)
- [Recreation](#)
- [Seniors](#)
- [Park Maintenance](#)
- [Planning](#)
- [Building](#)
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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

2003-05 Actual	2005-07 Actual		Department	2007-09 Budget	2009-11 Budget
\$0	\$0	000	Revenue	\$0	\$0
\$25,037	\$25,879	024	Mayor and City Council	\$35,950	\$32,100
\$296,889	\$334,017	025	Administration	\$459,031	\$569,651
\$134,305	\$220,698	026	Legal	\$198,000	\$250,200
\$114,126	\$120,242	027	Municipal Court	\$171,404	\$188,225
\$270,068	\$299,707	028	Finance	\$355,898	\$404,618
\$952,473	\$966,660	029	Library	\$1,168,120	\$2,009,566
\$2,316,241	\$2,672,020	030	Police	\$3,107,478	\$3,365,571
\$103,457	\$115,351	031	Animal Control/Code Enforcemnt	\$174,988	\$178,037
\$320,013	\$348,811	033	Recreation	\$553,668	\$552,228
\$536,455	\$580,540	034	Seniors	\$754,944	\$742,954
\$246,987	\$306,989	035	Parks Maintenance	\$450,757	\$404,433

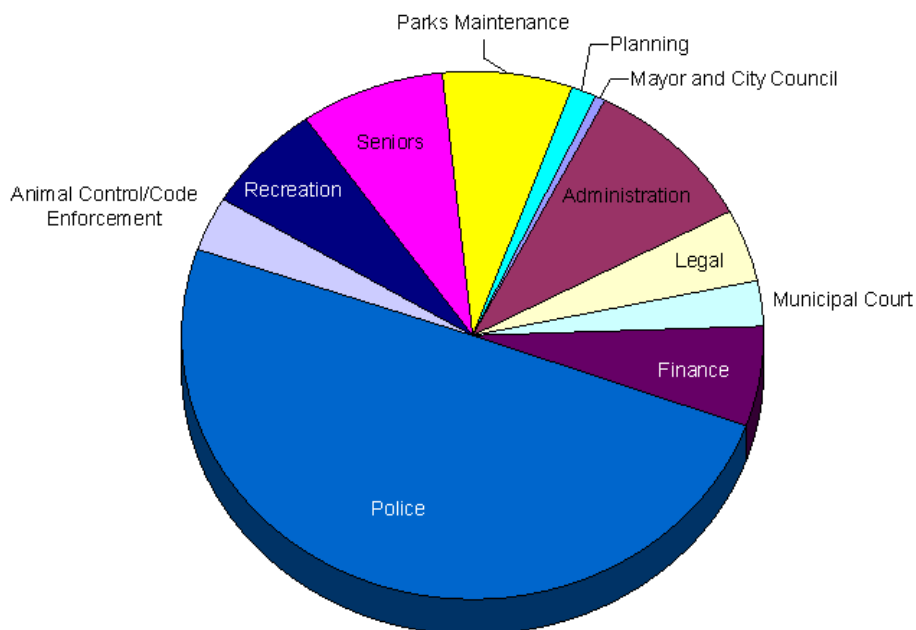
\$335,333	\$363,558	036	Planning	\$752,217	\$729,348
\$365,341	\$422,987	037	Building	\$989,906	\$708,928
\$610,761	\$716,499	039	Non-Departmental	\$1,941,961	\$2,256,552

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

2003-05 Actual	2005-07 Actual		Department	2007-09 Budget	2009-11 Budget
-\$5,458,772	-\$6,570,981	000	Revenue	-\$7,081,587	-\$7,730,126
\$13,556	\$7,465	024	Mayor and City Council	\$10,275	\$25,531
\$293,299	\$323,859	025	Administration	\$455,579	\$540,003
\$134,305	\$220,003	026	Legal	\$198,000	\$250,200
\$81,708	\$88,376	027	Municipal Court	\$135,691	\$147,570
\$270,068	\$280,176	028	Finance	\$314,791	\$345,765
-\$81,969	\$148,806	029	Library	\$365,250	\$0
\$1,733,982	\$2,005,311	030	Police	\$2,447,003	\$2,746,204
\$103,020	\$115,351	031	Animal Control/Code Enforcement	\$174,988	\$178,037
\$195,849	\$183,918	033	Recreation	\$308,624	\$364,317
\$279,044	\$295,417	034	Seniors	\$421,053	\$454,775
\$246,987	\$228,597	035	Parks Maintenance	\$330,280	\$399,930
-\$345,074	-\$554,954	036	Planning	\$37,031	\$71,622
-\$570,572	-\$780,087	037	Building	-\$58,939	-\$50,380
\$610,761	\$716,499	039	Non-Departmental	\$1,941,961	\$2,256,552

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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Department/Program:	054 Streets
Fund:	240 Street Fund

The street fund repairs, maintains and improves more than 37 centerline miles of streets inside the city limits. Funding for street lighting and traffic signal power costs also come from this fund. For more information on the street program, see the [Streets Program Review](#) (2005).

Major maintenance activities in the street fund consist of traffic line and parking stall striping, traffic control sign repair and installation, weed control in rights-of-way, snow and ice control, pothole patching 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 try to complete approximately \$120,000 worth of street maintenance (asphalt overlays and surface treatments) annually. The 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.

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Pursue a pedestrian crosswalk at the west side of the Hwy 26/Bluff Rd. intersection.	Installed the west crosswalk on US 26 at the Bluff Road intersection in conjunction with the traffic signal replacement project.
Council Goal: Improve Pleasant Street (CDBG Project)	The eastern phase of the Pleasant Street Improvement Project was completed, improving drainage on the north side of the street and pedestrian safety in the vicinity of Sandy Elementary and Cedar Ridge Middle Schools.
OBJECTIVES FOR THE NEXT BIENNIUM	
<ul style="list-style-type: none"> ● Rehabilitate the surface of Dubarko Road between Sandy Heights Street and Reich Ct. and Sandy Heights Street between Nettie Connett and Towle Dr. ● Resurface, widen and improve drainage on Bluff Road between US 26 and Hood St. ● Improve Dubarko / Jacoby intersection vertical alignment. ● Purchase liquid ice-control storage and application equipment and three additional snow plows for existing trucks. ● Demonstration project to install two fixed driver-feedback signs to inform motorists of the posted speed and their vehicle speed. ● Sustainability – Purchase two-stage portable screen (approximately \$40,000) to process and re-use street sweeping debris. Traction sand picked up after winter storms would be screened and re-used and leaves picked up in the fall would be composted for use as mulch or soil amendments in park operations. ● Currently we pay our street sweeping contractor an average of \$1,000/month (more during the fall leaf season) to dispose of street sweeping debris. While these costs might not be eliminated they would be greatly reduced if we were able to process and reuse some of the debris. 	

REVENUES

2003-05 Actual	2005-07 Actual	2007-09 Budget	2009-11 Budget

\$0	\$0	<u>Beginning Balance</u>	\$0	\$62,700
\$170,916	\$383,136	<u>Beginning Balance</u>	\$443,041	\$266,192
\$1,678,968	\$4,117,302	<u>Revenue</u>	\$1,999,111	\$2,330,000
\$0	\$7,033	<u>Revenue</u>	\$0	\$20,000
\$1,849,884	\$4,500,438	TOTAL REVENUES	\$2,442,152	\$2,596,192
\$0	\$7,033	TOTAL REVENUES	\$0	\$20,000
\$0	\$0	TOTAL REVENUES	\$0	\$62,700

EXPENDITURES

\$202,654	\$241,073	<u>Personnel</u>	\$253,746	\$342,730
\$670,436	\$714,172	<u>Materials & Supplies</u>	\$796,960	\$851,350
\$527,154	\$2,580,167	<u>Capital Outlay</u>	\$406,201	\$332,200
\$0	\$62,404	<u>Debt Service</u>	\$437,000	\$104,000
\$0	\$0	<u>Contingency</u>	\$935	\$930,802
\$66,864	\$82,230	<u>Transfers</u>	\$547,310	\$117,810
\$1,467,109	\$3,680,046	TOTAL EXPENDITURES	\$2,442,152	\$2,678,892

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.22	0.22	Crew Leader	0.22	0.31
0.26	0.26	Engineering Tech.	0.26	0.25
0	0	Office Assistant	0	0.05
0.16	0.16	Public Works Director	0.16	0.31
0.25	0.25	Summer Helper	0.25	0.25
1.13	1.11	Utility Worker	1.11	1.24
2.02	2	TOTAL STAFF	2	2.41

Next Program: [Transit](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$0	\$0	401000	SF Beg Working Capital SDC	\$0	\$62,700	Estimated Beginning Working Capital for SDCs.
\$170,916	\$383,136	401000	SF Beg Working Capital	\$443,041	\$266,192	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
\$18,913	\$203,979	423000	SF AFRD General	\$70,000	\$0	Advance Financing District to reimburse infrastructure investment
\$639,510	\$949,354	433540	SF Streets SDC	\$650,000	\$1,000,000	Systems development charges on new development. Assumes \$750K in transportation SDCs for new high school.
\$14,382	\$0	433600	SF Cascadia Street SDCs	\$0	\$0	
\$575,785	\$641,022	441150	SF State Share - Gas Tax	\$654,611	\$650,000	Estimates provided by the League of Oregon Cities.
\$238,954	\$250,036	441190	SF City Gas Tax	\$407,000	\$240,000	The city levies a 1 cent per gallon tax on motor vehicle fuel sales within the city.
\$81,901	\$0	441434	SF ODOT STP Funds	\$120,000	\$230,000	The City's share of Federal Motor Fuel Tax revenue based on population.
\$0	\$0	441438	SF ODOT STP Funds	\$0	\$170,000	
\$0	\$1,031,000	441440	SF ODOT Dubarko Road Grant	\$0	\$0	
\$20,000	\$0	441470	Barlow Ridge Traffic Light	\$0	\$0	
\$0	\$0	451300	SF Street Utility Fees	\$0	\$0	Permit and Plan Review fees charged to new development
\$26,163	\$59,041	457100	SF Engineering Fees	\$60,000	\$50,000	Paid by developers
\$12,540	\$238,970	459001	SF In Lieu Str Improv. Fee	\$0	\$0	
\$11,399	\$43,845	471100	SF Interest	\$15,000	\$30,000	

\$288	\$0	471104	SF Res. Sidewalk Repair	\$0	\$0
\$0	\$7,033	478000	SF P.W.1&2 Family Street Fee	\$0	\$0
\$36,996	\$84,701	478000	SF Miscellaneous	\$10,000	\$30,000
\$2,138	\$10,353	478010	SF 1&2 Family Street Fee	\$12,500	\$0
\$0	\$605,000	495120	SF Bond Proceeds	\$0	\$0
\$144,938	\$171,955	511100	SF Salaries	\$181,037	\$229,323
\$17,301	\$18,153	521100	SF Benefits City pd M & D	\$28,079	\$41,876
\$14,493	\$20,565	521200	SF Benefits City pd FICA/me	\$13,855	\$17,547
\$12,271	\$19,759	521300	SF Benefits City pd PERS	\$22,974	\$36,204
\$333	\$120	521360	SF Benefits City pd Df Comp	\$0	\$0
\$473	\$558	521400	SF Benefits City pd LifeIns	\$708	\$635
\$821	\$440	521600	SF Pr tax Unemployment	\$1,328	\$1,677
\$11,852	\$9,293	521800	SF Pr tax Workers Comp.	\$5,765	\$14,295
\$56	\$88	521901	SF Other - drug tests	\$0	\$0
\$116	\$140	522100	SF FlexPd - Service Charge	\$0	\$0
\$50,607	\$57,349	601100	SF Supplies	\$50,000	\$0
\$1,038	\$802	601200	SF Postage	\$700	\$0
\$97	\$26	601300	SF Printing	\$100	\$1,000
\$500	\$204	601400	SF Copier charges	\$500	\$600
\$334	\$220	601500	SF Public Notices	\$300	\$300
\$133	\$55	601600	SF Organizational Fees	\$100	\$100
\$67	\$118	601700	SF Memberships	\$100	\$150
\$340	\$1,267	601800	SF Books & Subscriptions	\$200	\$100
\$1,049	\$769	601900	SF Uniforms	\$750	\$700
\$1,242	\$772	602100	SF Employee Recruitment	\$200	\$700
\$730	\$567	602200	SF Conferences	\$1,000	\$700
\$755	\$481	602300	SF Training, Prof. Adv.	\$1,000	\$1,000
\$389	\$545	603100	SF Mileage Reimbursement	\$700	\$700
\$4,847	\$5,971	603200	SF Vehicle - fuel	\$6,000	\$7,000

\$4,567	\$1,031	603300	SF Vehicle - State lease	\$1,200	\$1,200	
\$0	\$0	603400	SF Vehicle Reg/Licenses	\$0	\$100	
\$6,272	\$4,798	603500	SF Vehicle - repairs	\$7,000	\$6,000	
\$12,129	\$26,845	604100	SF Repairs & Maintenance	\$17,000	\$30,000	
\$252,275	\$230,990	604500	SF Street Maint Program	\$350,000	\$400,000	Street resurfacing and repair prioritized by our Pavement Management System. Funded by local fuel tax.
\$112,803	\$115,796	605100	SF Contractual Services	\$125,000	\$135,000	Primarily street sweeping contract.
\$2,029	\$1,835	606100	SF Equipment Rental	\$2,500	\$2,500	
\$147,996	\$193,238	607100	SF Utilities	\$175,000	\$220,000	Primarily street light and traffic signal power costs
\$11,247	\$3,028	608100	SF Professional Services	\$10,000	\$10,000	
\$26,152	\$39,646	608200	SF Prof. Serv. - Engineering	\$40,000	\$25,000	Primarily Plan Review costs for new development
\$9,830	\$6,861	609100	SF Insurance	\$7,500	\$8,500	
\$3,417	\$6	628200	SF VISA Merchant Fee	\$10	\$0	
\$0	\$20,888	628305	SF Cost of Bond Issuance	\$0	\$0	
\$128	\$64	650300	SF Regulatory Fees	\$100	\$0	
\$19,467	\$0	655000	SF AFRD Reimburse	\$0	\$0	
\$0	\$62,168	710000	SF Land	\$0	\$0	
\$86,191	\$0	733001	SF STP Funds Projects	\$80,000	\$401,000	Includes \$170k in federal economic stimulus funds
\$44,436	\$0	734000	SF Street System Improvmnts	\$0	\$0	
\$0	\$665,413	734005	SF Ruben Lane Connection	\$0	\$0	
\$0	\$0	734025	SF Street Imp fm Developer Cont	\$238,701	\$0	
\$99,866	\$40,012	734500	SF SDC Street Improvements	\$0	\$0	
\$3,064	\$1,669,760	734505	SF SDC Dubarko Rd.	\$0	\$0	
\$110,567	\$5,685	734804	SF Hood St. CDBG	\$0	\$0	
\$0	\$0	740000	SF Furniture & Office Equip	\$0	\$200	
\$2,293	\$882	740100	SF Computer Equipment	\$1,500	\$1,000	
\$240	\$24,308	760000	SF Machinery & Equipment	\$71,000	\$60,000	Includes radar speed signs (3)
\$0	\$31,999	774000	SF Major Repairs - Streets	\$15,000	\$0	

\$4,000	\$0	784005	SF 362nd Improvments	\$0	\$0
\$81,495	\$17,364	784006	SF ODOT LSN - Dubarko	\$0	\$0
\$0	\$20,244	784007	SF ODOT LSN - Hood-Pleasant	\$0	\$0
\$95,002	\$42,332	785100	SF Cascadia Str SDC Reim	\$0	\$0
\$0	\$30,000	812903	SF Bond Principal	\$400,000	\$60,000
\$0	\$31,194	832902	SF Bond Interest	\$37,000	\$44,000
\$0	\$1,210	870000	SF Paying Agent Fees	\$0	\$0
\$66,864	\$82,230	910110	SF Transfer to General Fund	\$105,789	\$105,720
\$0	\$0	910370	SF Transfer to Op Ctr Fund	\$441,521	\$0
\$0	\$0	910670	SF Transfer to Op Ctr ISF	\$0	\$12,090
\$0	\$0	950000	SF Street Fund Contingency	\$935	\$851,975

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Department/Program:	070 Transit
Fund:	270 Transit Fund

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 deviated fixed route operation during peak commuter hours; and complementary ADA service to qualified individuals. The millionth rider boarded in 2006 (the 7th year of service), and in the following two-year period (January 2007 to December 2008) Sandy Transit had already provided well over half a million additional rides.

For more information, see the [Transit Program Review](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Complete and move into new transit operations center	The Sandy Operations Center is complete and houses transit administrative services and operations.
Pursue creation of a downtown public plaza (explore transit mall component)	Transit mall component under consideration as part of Main Street, USA plan
Council goal: Pursue a pilot project for alternative (sustainable) fuels for Sandy Transit buses, with the long range goal to convert the fleet	A Ford Escape Hybrid has been added to the fleet; consideration of alternative fuels and green practices ongoing
Refine tax collection procedures	Finance Department will pursue this
Update transit component of Transportation System Plan	Grant funding awarded to develop Transit Master Plan as part of overall Transportation System Plan

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:** Post transit information in Spanish on the City's website
- Add new transit buses to fleet
- Implement feasible recommendations resulting from the completed Transit Master Plan
- Research the use of Google Transit as customer trip planning tool

BUDGET NOTES

Transit Assistant position hours increased to full-time. Local payroll tax provides match to leverage numerous state and federal grants.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$197,307	\$309,393	Beginning Balance	\$621,316	\$513,348
\$1,838,731	\$2,150,936	Revenue	\$4,433,000	\$2,979,800
\$2,036,038	\$2,460,329	TOTAL REVENUES	\$5,054,316	\$3,493,148

EXPENDITURES

\$126,561	\$162,505	Personnel	\$259,322	\$248,299
\$1,166,621	\$1,375,254	Materials & Supplies	\$1,669,200	\$1,821,350

\$375,454	\$354,729	<u>Capital Outlay</u>	\$830,000	\$519,000
\$0	\$0	<u>Contingency</u>	\$205,255	\$756,437
\$58,022	\$288,051	<u>Transfers</u>	\$2,090,539	\$148,062
\$1,726,658	\$2,180,539	TOTAL EXPENDITURES	\$5,054,316	\$3,493,148

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
1	1	Manager	1	1
0	0.5	Office Assistant	1	0.8
0.17	0.17	Receptionist/Secretary	0.2	0
1.17	1.67	TOTAL STAFF	2.2	1.8

Next Program: [Water](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
\$197,307	\$309,393	401000	TR Beg. Working Capital	\$621,316	\$513,348	
\$729,715	\$860,214	411300	TR Employer Transit Tax	\$830,000	\$785,000	projected drop of 100k
\$0	\$0	433570	TR Transit SDC's	\$60,000	\$0	
\$391,832	\$391,365	440300	TR Federal Transit Grants	\$1,995,000	\$1,393,000	543(5311); 250(ja); 20(nf); 96(5310); 63(disc); 21(pm); 150(5309-ops ctr); 250(Stimulus)
\$485,712	\$331,651	441450	TR State Transit Grants	\$636,000	\$180,000	90+90(STF)
\$50,181	\$0	441452	TR Mtn.Exp MHEA/ODOT Grants	\$0	\$0	
\$20,443	\$0	441454	TR Mtn.Express ODOT Grant Rev.	\$0	\$0	
\$140,596	\$336,473	441455	TR Bus Energy Tax Credit	\$283,000	\$580,000	possible 250k loss
\$0	\$158,786	441460	TR Connect Oregon Grant	\$600,000	\$0	one-time grant for ops center
\$5,508	\$4,301	459100	TR Transit Farebox revenues	\$4,000	\$7,000	does not include SAM fares
\$6,117	\$217	459105	TR Mtn.Express Farebox Rev.	\$0	\$0	
\$46	\$5,500	459110	TR Revenue Other Districts	\$10,000	\$14,800	5k/yr Estacada; 4800 Mtn. Exp
\$6,653	\$22,281	471100	TR Interest	\$15,000	\$20,000	
\$1,927	\$24,728	478040	TR Miscellaneous	\$0	\$0	
\$0	\$15,420	495353	TR E&D Account - State Grant	\$0	\$0	
\$95,242	\$119,411	511100	TR Salaries	\$182,200	\$171,705	reduced FTE to 1.8
\$0	\$473	511200	TR Overtime	\$0	\$0	
\$7,899	\$11,322	521100	TR Benefits City pd M & D	\$32,889	\$28,944	
\$13,011	\$14,525	521200	TR Benefits City pd FICA/me	\$13,937	\$13,138	
			TR Benefits City pd			

\$8,765	\$15,191	521300	PERS	\$23,939	\$27,770	
\$36	\$0	521360	TR Benefits City pd Df Comp	\$0	\$0	
\$281	\$300	521400	TR Benefits City pd LifeIns	\$793	\$500	
\$715	\$456	521600	TR Pr tax Unemployment	\$1,329	\$1,262	
\$418	\$473	521800	TR Pr tax Workers Comp	\$3,775	\$398	
\$0	\$160	521901	TR Other - drug tests	\$100	\$0	
\$193	\$193	522100	TR Flex-Pd - Service Charge	\$360	\$280	
\$2,365	\$2,620	601100	TR Supplies	\$3,000	\$1,500	
\$2,149	\$2,779	601200	TR Postage	\$3,300	\$3,600	
\$11,451	\$4,441	601300	TR Printing	\$6,000	\$5,000	
\$94	\$78	601400	TR Copier charges	\$100	\$250	
\$4,002	\$4,371	601401	TR Marketing	\$5,000	\$8,000	
\$39	\$38	601500	TR Public Notices	\$100	\$500	
\$1,925	\$1,805	601700	TR Membership	\$3,000	\$2,000	
\$0	\$733	602100	TR Employee Recruitment	\$1,000	\$500	
\$1,093	\$5,263	602200	TR Conference	\$4,000	\$2,000	
\$242	\$0	602300	TR Training, Prof. Adv.	\$2,000	\$2,000	
\$241	\$747	602500	TR Meetings & Meals	\$1,000	\$1,000	
\$2,526	\$2,548	603100	TR Mileage Reimbursement	\$3,000	\$4,000	
\$116,251	\$193,351	603200	TR Vehicle - fuel	\$300,000	\$320,000	3.15/gal (365k if 3.50/gal)
\$0	\$64	603400	TR Vehicle Reg/Licenses	\$400	\$400	
\$94,233	\$146,947	603500	TR Vehicle Maint & Repair	\$120,000	\$180,000	newer vehicles
\$5,097	\$786	604100	TR Vehicle Accessory Equipment	\$2,000	\$0	add 6k if fare box retrofit
\$10,699	\$12,518	604200	TR Bus Shelter Maintenance	\$14,000	\$15,000	
\$0	\$0	604300	TR Maintenance & Repair Bldg	\$8,000	\$0	special Ops Ctr budget
\$471,058	\$617,645	605100	TR Contractual Services	\$824,000	\$865,000	5% increase
\$68,356	\$0	605104	TR Contract Services Mtn. Expr	\$0	\$0	
\$120	\$0	605200	TR Building Lease (share)	\$0	\$0	
\$5,211	\$6,094	605300	TR Administrative Contracts	\$50,000	\$5,000	BETC audits

\$3,349	\$3,513	607100	TR Utilities	\$1,000	\$1,000	
\$0	\$1,420	608200	TR City Attorneys	\$0	\$0	
\$18,430	\$14,259	609100	TR Bus Shelters	\$18,000	\$70,000	
\$40	\$194	610200	TR Insurance	\$300	\$0	
\$345,624	\$331,963	636100	TR ACH Direct Debit Fees	\$275,000	\$318,000	5% increase
\$1,920	\$21,078	656000	TR Prog. - E&D	\$13,000	\$13,000	
\$0	\$312,193	734600	TR Bus Energy Tax Credit Fees	\$0	\$0	
\$20,283	\$4,505	740000	TR Bus Barn	\$15,000	\$3,000	
\$0	\$0	740100	TR Furniture & Office Equip	\$0	\$2,000	
\$354,872	\$38,031	750000	TR Computer Equipment	\$790,000	\$469,000	49mini; 95bus; 325bus(stimuls)
\$299	\$0	750100	TR Transportation Eq.	\$25,000	\$45,000	retrofit with solar lighting; 2 new shelters w/site prep
\$58,022	\$88,051	910110	TR Bus Shelters	\$125,698	\$98,362	
\$0	\$200,000	910370	TR Transfers to General Fund	\$1,964,841		includes \$ for car wash bugs & soap
\$0	\$0	910670	TR Transfer to Op Ctr Fund	\$0	\$49,700	
\$0	\$0	950000	TR Transfer to Op Ctr ISF	\$205,255	\$760,739	
			TR Contingency			

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Department/Program:	052 Water
Fund:	520 Water Fund

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](#) (2005).

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 of the treatment plant, springs source and pump stations with CH2M-HILL/OMI. 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 28 miles of 4" through 16" pipe, more than 3200 customer meters, twelve pressure regulating stations and over 200 hydrants.

During calendar year 2008 a total of 409,849,100 gallons of water were produced and delivered to over 3220 residential, commercial and industrial accounts.

PAST GOALS	ACCOMPLISHMENTS
Develop next increment of water supply.	Entered into water supply agreement with Portland Water Bureau for the next increment of supply.
Improve security and monitoring at Water Treatment Plant and pumping stations.	
Install emergency power systems at Water Treatment Plant and Terra Fern Pump Station.	Installed standby emergency power systems at Alder Creek Water Treatment Plant and Terra Fern Pump Station.
	Other accomplishments: Installed 400 feet of 8" waterline in Pleasant Street east of Ten Eyck, and 4,100 feet of 12" waterline in the Bell and Jewelberry extensions in conjunction with private development street improvement projects.

OBJECTIVES FOR THE NEXT BIENNIUM

- Improve security and monitoring at Water Treatment Plant and remote sites by installing intrusion/fire/smoke alarms at WTP and cameras at remote locations.
- Perform preliminary engineering, environmental and permitting work for the Portland Water Bureau intertie.
- Implement demonstration project for automated meter reading over SandyNet.
- Pressure wash and inspect exterior coatings on steel reservoirs, (Terra Fern, Sandercock and Vista Loop #1) and perform drawdown inspection on interior of Vista Loop #2 reservoir.
- Replace all polybutylene/polyethylene water services crossing Hwy 26, (approximately 40).
- Replace existing 6" cast iron water main on the north side of Hwy 26 between Bluff Road and Oja Lumber with 12" ductile iron pipe (approximately 3,300 LF).

REVENUES

2003-05	2005-07	2007-09	2009-11
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Actual	Actual		Budget	Budget
\$5,041,476	\$2,542,767	Beginning Balance	\$2,659,975	\$2,935,146
\$2,242,901	\$2,930,431	Revenue	\$2,656,755	\$2,798,450
\$7,284,377	\$5,473,198	TOTAL REVENUES	\$5,316,730	\$5,733,596
EXPENDITURES				
\$339,880	\$373,848	Personnel	\$408,339	\$356,282
\$749,511	\$835,889	Materials & Supplies	\$917,800	\$933,700
\$548,815	\$793,535	Capital Outlay	\$2,328,000	\$1,096,600
\$277,754	\$278,549	Debt Service	\$280,000	\$290,000
\$648,742	\$230,291	Transfers	\$354,705	\$131,959
\$0	\$0	Contingency	\$1,027,886	\$2,925,055
\$2,564,702	\$2,512,110	TOTAL EXPENDITURES	\$5,316,730	\$5,733,596

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.05	0.07	Clerk/Receptionist	0.05	0.05
0.61	0.61	Crew Leader	0.61	0.31
0.27	0.27	Engineering Tech.	0.27	0.24
0	0	Office Assistant	0	0.05
0.03	0.03	Permit Clerk	0.03	0.03
0.43	0.43	Public Works Director	0.43	0.31
0.4	0.4	Utility Clerk	0.4	0.2
1.26	1.11	Utility Worker	1.11	1.24
3.05	2.92	TOTAL STAFF	2.9	2.43

Next Program: [Sewer](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
\$5,041,476	\$2,542,767	401000	WF Beg. Working Capital	\$2,659,975	\$2,935,146	
\$8,442	\$25,517	423000	WF AFRD General	\$10,000	\$0	
\$451,712	\$662,315	433520	WF Water SDC	\$450,000	\$250,000	Systems development charges on new construction.
\$1,633,233	\$1,762,238	451100	WF Water Charges	\$1,720,000	\$2,000,000	Customer fees. A modest increase in rates will be proposed to keep up with operating cost increases.
\$14,740	\$26,986	457100	WF Engineering Fees	\$15,000	\$20,000	Permit and Plan Review fees charged to new development
\$87,059	\$137,407	471100	WF Interest	\$50,000	\$160,000	Includes \$142,000 payment from SandyNet Fund in 2006 (repayment of loan)
\$47,714	\$81,433	478000	WF Miscellaneous	\$45,000	\$44,000	
\$0	\$234,535	495355	WF Interfund Loan Receipts	\$366,755	\$324,450	Loan payoff from Parks Capital Fund.
\$256,507	\$275,415	511100	WF Salaries	\$291,341	\$236,277	
\$24,330	\$18,595	521100	WF Benefits City pd M & D	\$45,811	\$46,659	
\$27,772	\$36,488	521200	WF Benefits City pd FICA/me	\$22,293	\$18,080	
\$22,473	\$34,485	521300	WF Benefits City pd PERS	\$38,285	\$38,169	
\$893	\$169	521360	WF Benefits City pd Df Comp	\$0	\$0	
\$794	\$804	521400	WF Benefits City pd LifeIns	\$1,095	\$674	
\$1,648	\$870	521600	WF Pr tax Unemployment	\$2,130	\$1,725	
			WF Pr tax Workers			

\$5,173	\$6,638	521800	Comp.	\$7,384	\$13,169	
\$57	\$88	521901	WF Other - Drug tests	\$0	\$0	
			WF FlexPd - Service			
\$233	\$297	522100	Charge	\$0	\$0	
\$76,966	\$113,089	601100	WF Supplies	\$95,000	\$115,000	
\$8,456	\$2,459	601200	WF Postage	\$3,500	\$4,200	
\$328	\$143	601300	WF Printing	\$300	\$300	
\$760	\$747	601400	WF Copier charges	\$750	\$750	
\$20	\$144	601500	WF Public Notices	\$200	\$200	
\$3,530	\$7,374	601600	WF Organizational Fees	\$8,000	\$8,000	
\$3,776	\$178	601700	WF Memberships	\$350	\$350	
			WF Books and			
\$233	\$216	601800	Subscriptions	\$300	\$200	
\$1,049	\$790	601900	WF Uniforms	\$2,000	\$2,000	
			WF Employee			
\$1,126	\$92	602100	Recruitment	\$500	\$750	
\$870	\$490	602200	WF Conferences	\$1,000	\$1,000	
\$1,900	\$1,846	602300	WF Training, Prof. Adv.	\$1,500	\$1,000	
\$19	\$66	602500	WF Meetings & Meals	\$100	\$100	
			WF Mileage			
\$375	\$274	603100	Reimbursement	\$350	\$500	
\$4,802	\$6,755	603200	WF Vehicle - fuel	\$6,000	\$8,000	
			WF Vehicle			
\$0	\$0	603400	Reg/Licenses	\$100	\$100	
\$13,875	\$4,101	603500	WF Vehicle - repairs	\$5,000	\$5,000	
			WF Maintenance &			
\$48,018	\$47,557	604100	Repair	\$50,000	\$20,000	
			WF Contractual			
\$23,496	\$26,445	605100	Services	\$25,000	\$35,000	
			WF OMI Contract Svcs			Contract for operation
\$433,762	\$501,793	605300	Water	\$585,000	\$600,000	and maintenance of the
			WF Contract Service			water treatment system.
\$0	\$12,132	605350	Util Bill	\$15,000	\$17,500	
\$1,153	\$4,379	606100	WF Equipment Rental	\$3,500	\$2,500	
\$12,723	\$14,237	607100	WF Utilities	\$12,500	\$15,000	
			WF Professional			
\$6,216	\$3,302	608100	Services	\$3,000	\$15,000	
\$11,209	\$32,306	608102	WF City Attorneys	\$30,000	\$15,000	
			WF Prof. Serv. -			Primarily Plan Review
\$41,691	\$16,732	608200	Engineering	\$17,500	\$11,000	costs for new
\$30,326	\$25,661	609100	WF Insurance	\$37,500	\$40,000	development
			WF ACH Direct Debit			

\$503	\$630	610200	Fees	\$550	\$600	
			WF VISA Merchant			
\$7,101	\$2,355	628200	Fee	\$1,750	\$3,250	
\$27	\$0	628300	SF Investment Fees	\$0	\$0	
\$0	\$0	650100	WF Chemicals	\$200	\$0	
\$0	\$468	650201	WF Prog. - Water Conserv.	\$3,000	\$3,000	
\$243	\$450	650300	WF Regulatory Fees	\$350	\$400	
\$6,515	\$8,677	650500	WF Water Testing	\$8,000	\$8,000	
\$8,442	\$0	655000	WF AFRD Reimburse	\$0	\$0	
\$10,925	\$459,699	710000	WF Land	\$0	\$0	
\$59,408	\$0	714001	WF Brownell Springs	\$30,000	\$15,000	Replacement of equipment building at Brownell Springs
\$0	\$48,687	714003	WF Salmon River	\$1,675,000	\$0	
\$135,241	\$20,045	732000	WF Water System Improvemnts	\$25,000	\$470,000	west Hwy 26 waterline replacement
\$0	\$0	732003	WF Water Automated Meter Read	\$0	\$40,000	
\$0	\$0	740000	WF Furniture & Equip	\$0	\$100	
\$3,072	\$986	740100	WF Computer Equipment	\$3,000	\$1,500	
\$5,905	\$24,308	760000	WF Machinery & Equipment	\$20,000	\$70,000	water fund share of utility truck and dump truck
\$10,904	\$22,158	772000	WF Major Repairs Water Sys.	\$25,000	\$30,000	
\$0	\$51,695	772004	WF Guaging station/intake	\$50,000	\$0	
\$0	\$4,326	772005	WF Permanent generator	\$200,000	\$0	
\$0	\$3,438	772008	WF Meeker & Tupper waterln	\$0	\$0	
\$40,250	\$21,247	772009	WF Reservoir Coating	\$0	\$0	
\$9,834	\$0	772010	WF Wtp Improvements	\$200,000	\$70,000	primarily security improvements
\$0	\$132,380	772012	WF Dubarko Dr. LSN Water Line	\$0	\$0	
\$273,276	\$4,565	780000	WF Oversizing/Special Proj.	\$100,000	\$325,000	
\$0	\$0	783100	WF Bull Run Intertie	\$0	\$75,000	
\$127,262	\$137,912	812303	WF State Revolving Loan prin	\$140,000	\$150,000	
\$150,491	\$140,637	812304	WF Interest SRF	\$140,000	\$140,000	

Line Item Detail

\$78,742	\$106,844	910110	WF Transfer to General Fund	\$124,057	\$119,869
\$0	\$123,447	910250	WF Transfer to Telecom	\$0	\$0
\$510,000	\$0	910350	GF Trsfer to Pks Cap Proj Fund	\$0	\$0
\$0	\$0	910370	WF Transfer to Opr Ctr Fund	\$230,648	\$0
\$60,000	\$0	910560	WF Infrfund Loan to TC Fund	\$0	\$0
\$0	\$0	910670	WF Transfer to Op Ctr ISF	\$0	\$12,090
\$0	\$0	950000	WF Water Fd Contingency	\$1,027,886	\$2,926,584

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Department/Program:	053 Sewer
Fund:	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](#) (2005).

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 CH2M-Hill/OMI Inc. Since contract operations began in 2003 effluent quality, equipment reliability and discharge permit compliance 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 100 miles of 4" through 21" pipe and four pump stations.

PAST GOALS	ACCOMPLISHMENTS
Inspect and rehabilitate older sanitary sewers – especially those in streets proposed for maintenance	<ul style="list-style-type: none"> -Rehabilitated approximately 4700 lineal feet of 6" and 8" sanitary sewer mains using a cured-in-place liner and replaced 77 service laterals as part of the Pleasant St. improvement project. -Replaced 500 lineal feet of failing 8" and 12" sanitary sewer in conjunction with the Walgreen's project. -Cleaned and video-inspected 5,100 lineal feet of 8", 10" and 12" sanitary sewer lines. -Installed 1,700 lineal feet of 8" 'live' sanitary sewer and 1,800 lineal feet of 12" 'dry' sanitary sewer for future connections in conjunction with the Jewelberry Ave. extension project.
OBJECTIVES FOR THE NEXT BIENNIUM	
<ul style="list-style-type: none"> ● Continue annual cleaning and inspection program and rehabilitate older sanitary sewers – especially those in streets proposed for maintenance. ● Lease-purchase (in conjunction with stormwater fund) combination vacuum truck for cleaning sanitary sewers. ● Purchase snow plow for existing wheel loader at WWTP to allow OMI staff to perform snow removal at water and wastewater plants - freeing up City personnel and equipment to concentrate on City streets. 	

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$3,126,792	\$1,820,858	Beginning Balance	\$1,949,212	\$719,760
\$2,451,559	\$3,107,348	Revenue	\$2,747,165	\$2,652,550
\$5,578,351	\$4,928,206	TOTAL REVENUES	\$4,696,377	\$3,372,310

EXPENDITURES

\$227,717	\$270,200	Personnel	\$293,881	\$356,282
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\$905,588	\$976,479	Materials & Supplies	\$1,235,100	\$1,280,500
\$1,601,726	\$655,953	Capital Outlay	\$1,338,500	\$536,700
\$424,898	\$426,139	Debt Service	\$435,000	\$452,030
\$613,964	\$116,872	Transfers	\$1,337,392	\$366,386
\$0	\$0	Contingency	\$56,504	\$380,412
\$3,773,893	\$2,445,642	TOTAL EXPENDITURES	\$4,696,377	\$3,372,310

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0.05	0.07	Clerk/Receptionist	0.05	0.05
0.17	0.17	Crew Leader	0.17	0.31
0.27	0.27	Engineering Tech.	0.27	0.24
0	0	Office Assistant	0	0.05
0.03	0.03	Permit Clerk	0.03	0.03
0.41	0.41	Public Works Director	0.41	0.31
0.4	0.4	Utility Clerk	0.4	0.2
0.61	0.78	Utility Worker	0.78	1.24
1.94	2.13	TOTAL STAFF	2.11	2.43

Next Program: [Storm Water](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

						Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
\$3,126,792	\$1,820,858	401000	SF Beg. Working Capital	\$1,949,212	\$719,760	
\$1,497	\$16,415	423000	SF AFRD General	\$7,300	\$0	
\$82	\$0	423302	SF Meeker St AFRD	\$0	\$0	
\$3,192	\$0	423304	SF Langensand Sewer AFRD	\$0	\$0	
\$630,823	\$948,448	433530	SF Sewer SDC	\$650,000	\$278,000	Systems development charges on new construction. Assumes \$178,000 in SDCs for a new high school
\$15,780	\$2,735	433535	SF North Bluff Sewer SDCs	\$0	\$0	
\$1,708,839	\$1,784,730	452100	SF Sewer Charges	\$1,850,000	\$1,900,000	Sewer user fees. A modest increase in rates will be proposed to keep pace with operating costs.
\$16,336	\$25,779	457100	SF Engineering Fees	\$20,000	\$20,000	Permit and Plan Review fees charged to new development
\$72,087	\$142,119	471100	SF Interest	\$5,000	\$130,000	
\$2,923	\$256	478000	SF Miscellaneous Revenue	\$500	\$100	
\$0	\$186,865	495355	SF Interfund Loan Receipts	\$214,365	\$324,450	Loan payoff from Parks Capital Fund.
\$173,625	\$199,122	511100	SF Salaries	\$210,668	\$236,277	
\$15,111	\$13,045	521100	SF Benefits City pd M & D	\$32,629	\$46,659	
\$18,910	\$26,587	521200	SF Benefits City pd FICA/me	\$16,121	\$18,080	
\$14,779	\$24,097	521300	SF Benefits City pd PERS	\$27,681	\$38,169	
			SF Benefits City pd Df			

\$839	\$172	521360	Comp SF Benefits City pd	\$0	\$0	
\$538	\$586	521400	LifeIns	\$796	\$674	
\$1,029	\$568	521600	SF Pr tax Unemployment	\$1,539	\$1,725	
\$2,681	\$5,703	521800	SF Pr tax Workers Comp.	\$4,447	\$13,169	
\$57	\$88	521901	SF Other - drug tests	\$0	\$0	
\$148	\$232	522100	SF FlexPd - Service Charge	\$0	\$0	
\$19,614	\$14,883	601100	SF Supplies	\$25,000	\$20,000	
\$4,984	\$2,280	601200	SF Postage	\$4,000	\$2,400	
\$339	\$26	601300	SF Printing	\$250	\$250	
\$4,130	\$777	601400	SF Copier charges	\$950	\$150	
\$210	\$144	601500	SF Public Notices	\$200	\$150	
\$658	\$1,330	601600	SF Organizational Fees	\$1,500	\$1,000	
\$67	\$118	601700	SF Memberships	\$500	\$500	
\$158	\$67	601800	SF Books and Subscriptions	\$200	\$200	
\$1,049	\$769	601900	SF Uniforms	\$1,000	\$1,000	
\$1,194	\$92	602100	SF Employee Recruitment	\$200	\$400	
\$865	\$195	602200	SF Conferences	\$1,000	\$1,000	
\$780	\$452	602300	SF Training, Prof Adv.	\$1,000	\$1,000	
\$42	\$0	602500	SF Meetings & Meals	\$50	\$50	
\$330	\$271	603100	SF Mileage Reimbursement	\$350	\$500	
\$4,802	\$5,944	603200	SF Vehicle - fuel	\$5,000	\$7,250	
\$0	\$0	603400	SF Vehicle Reg/Licenses	\$0	\$100	
\$8,326	\$3,252	603500	SF Vehicle - repairs	\$3,500	\$3,000	
\$75,256	\$64,783	604100	SF Repairs & Maintenance	\$75,000	\$78,000	
\$23,446	\$26,689	605100	SF Contractual Services	\$30,000	\$30,000	
\$672,683	\$752,543	605300	SF OMI Contract Svcs Sewer	\$825,000	\$1,000,000	Contract operation and maintenance services at the wastewater treatment plant.
\$0	\$11,634	605350	SF Contract Service Util Bill	\$15,000	\$16,000	
\$713	\$3,682	606100	SF Equipment Rental	\$3,500	\$6,000	
\$10,831	\$15,866	607100	SF Utilities	\$135,000	\$22,000	
\$9,103	\$6,732	608100	SF Professional Services	\$12,500	\$10,000	
\$105	\$0	608102	SF City Attorneys	\$0	\$1,000	

\$12,339	\$16,904	608200	SF Prof. Serv. - Engineering	\$20,000	\$10,000	Primarily Plan Review costs for new development
\$32,779	\$27,889	609100	SF Insurance	\$45,000	\$50,000	
\$474	\$607	610200	SF ACH Direct Debit Fees	\$750	\$850	
\$2,496	\$3,260	628200	SF VISA Merchant Fee	\$2,500	\$3,200	
\$27	\$0	628300	SF Investment Fees	\$0	\$0	
\$0	\$0	650100	SF Chemicals	\$250	\$0	
\$15,983	\$4,251	650300	SF Regulatory Fees	\$13,500	\$4,500	DEQ annual NPDES permit fee
\$0	\$0	650400	SF Sludge Disposal	\$0	\$10,000	
\$310	\$5,517	650500	SF Water Testing	\$7,000	\$0	
\$1,497	\$5,522	655000	SF AFRD Reimburse	\$5,400	\$0	
\$0	\$435,179	715300	SF Field Operations Land	\$0	\$0	
\$0	\$0	715600	SF Field Operations Center	\$85,000	\$0	
\$0	\$0	732003	SF Sewer Automated Meter Read	\$0	\$40,000	
\$4,079	\$33,508	733000	SF Sewer System Improvemnts	\$600,000	\$200,000	Placeholder for sewer line replacements or other needs.
\$9,720	\$833	733002	SF Pleasant St. Sewer Repl	\$350,000	\$0	
\$0	\$0	740000	SF Furniture & Equip	\$0	\$200	
\$4,026	\$882	740100	SF Computer Equipment	\$3,500	\$1,500	
\$3,154	\$34,301	760000	SF Machinery and Eq.	\$75,000	\$70,000	
\$37,500	\$7,261	773000	SF Major Repairs - Sewer	\$25,000	\$25,000	
\$186,149	\$0	773002	SF Upgrade Meinig St pump s	\$0	\$0	
\$150,765	\$0	773004	SF SE Area Pump Station	\$0	\$0	
\$1,189,585	\$0	773005	SF Sludge Dewatering System	\$0	\$0	
\$16,748	\$1,741	773020	SF North Bluff Sewer SDC Reim	\$0	\$0	
						Sewer utility contribution for oversizing pipes in private developments (to serve upstream customers) and to repair

\$0	\$142,249	780000	SF Oversizing/Special Proj.	\$200,000	\$200,000	or replace older sewers in conjunction with paying projects.
\$48,316	\$54,117	812301	SF OEDD STP exp. - principal	\$55,000	\$65,030	Principal payment on state loan for treatment plant.
\$64,430	\$70,696	812302	SF USDA-RA STP exp. -princ.	\$70,000	\$70,000	Principal payment for federal loan for treatment plant.
\$42,160	\$37,600	832301	SF OEDD STP exp. - interest	\$40,000	\$42,000	Interest payment on state loan for treatment plant.
\$269,992	\$263,726	832302	SF USDA-RA STP exp. -int.	\$270,000	\$275,000	Interest payment on federal loan for treatment plant.
\$103,964	\$116,872	910110	SF Transfers to General Fd	\$137,296	\$132,676	Transfer for indirect overhead services.
\$0	\$0	910250	SF Transfer to Telecom	\$123,448	\$0	
\$510,000	\$0	910350	SF Transfer to Park Cap Proj	\$0	\$0	
\$0	\$0	910370	SF Transfer to Opr Ctr Fund	\$230,648	\$0	
\$0	\$0	910440	SF Transfer to Bond Reserve Fd	\$846,000	\$221,620	
\$0	\$0	910670	SF Transfer to Op Ctr ISF	\$0	\$12,090	
\$0	\$0	950000	SF Sewer Fund Contingency	\$56,504	\$381,941	

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Department/Program:	055 Storm Water
Fund:	550 Storm Water Fund

The Stormwater Utility and Stormwater Fund were created in April, 2005 with the adoption of Ordinance 2005-08. The stormwater fund operates and maintains the stormwater system which consists of catch basins, manholes, pipes, culverts, ponds, swales and open channels. Previously, stormwater maintenance was funded out of the street fund or was ignored until there was a problem.

As 'soft path' stormwater management techniques become more common stormwater facility maintenance becomes more labor-intensive. Swales, detention ponds and basins are now elaborately landscaped - for aesthetics and for stormwater treatment. Regular site visits and semi-annual pruning and weeding of these facilities are required.

Capital projects proposed for the stormwater fund include a detention basin under the parking lot in Meinig Park and several 'green' demonstration projects including porous street surfacing, eco-roofs, infiltration basins and conversion of impermeable surfaces to permeable surfacing or vegetation.

PAST GOALS	ACCOMPLISHMENTS
Develop asset inventory and maintenance program for the Stormwater system.	-Cleaned all stormwater filters and pollution control manholes in the City. -Cleaned all catch basins in the City. -Trimmed and pruned vegetation in stormwater treatment basins, ponds and swales.
Develop public outreach and education program.	
Design and construct off-channel improvements in Meinig park to detain stormwater flows in No-Name Creek basin	Objective in next biennium.
Implement stormwater demonstration projects	
OBJECTIVES FOR THE NEXT BIENNIUM	
<ul style="list-style-type: none"> ● Lease-purchase (in conjunction with sewer fund) combination vacuum truck for cleaning storm drains and catch basins. This will save about \$10,000 annually in equipment rental costs. ● Construct off-channel stormwater detention facility on No Name Creek in Meinig Park parking lot. ● Construct new inlet structures for the stormwater pipe in McCormick Ct. and culvert under south Bluff Rd. 	

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$3,860	-\$431	Beginning Balance	\$142,592	\$201,893
\$31,011	\$366,240	Revenue	\$345,500	\$1,552,000
\$34,871	\$365,809	TOTAL REVENUES	\$488,092	\$1,753,893

EXPENDITURES

\$0	\$4,588	Personnel	\$106,079	\$101,880
\$35,304	\$55,076	Materials & Supplies	\$57,445	\$75,943
\$0	\$4,406	Capital Outlay	\$66,000	\$1,358,200
\$0	\$111,865	Debt Service	\$51,865	\$175,276

\$0	\$17,135	<u>Transfers</u>	\$206,636	\$36,176
\$0	\$0	<u>Contingency</u>	\$67	\$6,418
\$35,304	\$193,070	TOTAL EXPENDITURES	\$488,092	\$1,753,893

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0	0	Crew Leader	0	0.07
0	0	Engineering Tech.	0	0.07
0	0	Office Assistant	0	0.05
0	0	Public Works Director	0	0.07
0	0	Receptionist/Secretary	0	0.2
0	0.5	Utility Worker	1	0.28
0	0.5	TOTAL STAFF	1	0.74

Next Program: Telecommunications (SandyNet)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$3,860	-\$431	401000	SW Beginning Working Capital	\$142,592	\$201,893	
\$7,773	\$0	423000	SW AFRD General	\$0	\$0	
\$23,376	\$339,525	452500	SW Stormwater Charges	\$330,000	\$400,000	
\$0	\$15,365	457100	SW Engineering Fees	\$14,000	\$12,000	
-\$138	\$11,351	471100	SW Interest	\$1,500		
			SW Revenue Bond			
\$0	\$0	495200	Proceeds	\$0	\$1,140,000	
\$0	\$109	511100	SW Salaries	\$72,175	\$68,039	
\$0	\$0	521100	SW Benefits City pd M&D	\$15,156	\$13,514	
			SW Benefits City pd			
\$0	\$8	521200	FICA/me	\$5,530	\$5,207	
\$0	\$0	521300	SW Benefits City pd PERS	\$9,480	\$10,990	
\$0	\$0	521400	SW Benefits City pd LifeIns	\$378	\$203	
\$0	\$0	521600	SW Pr Tax Unemployment	\$530	\$498	
\$0	\$4,401	521800	SW Pr Tax Workers Comp	\$2,830	\$3,030	
\$0	\$69	521901	SW Other-drug tests	\$0	\$0	
\$530	\$9,634	601100	SW Supplies	\$10,000	\$11,000	
\$0	\$146	601200	SW Postage	\$200	\$220	
\$0	\$17	601400	SF Copier Charges	\$50	\$35	
\$0	\$0	601500	SW Public Notices	\$0	\$13	
\$0	\$173	601700	SW Memberships	\$75	\$150	
			SW Books and			
\$0	\$40	601800	Subscriptions	\$50	\$50	
\$0	\$731	601900	SW Uniforms	\$500	\$550	
\$0	\$2,171	602100	SW Employee Recruitment	\$0	\$700	
\$0	\$0	602200	SW Conferences	\$400	\$500	
\$0	\$312	602300	SW Training	\$500	\$500	
			SW Mileage			
\$0	\$196	603100	Reimbursement	\$350	\$325	
\$0	\$4,083	603200	SW Vehicle - Fuel	\$3,000	\$6,250	
\$0	\$1,708	603500	SW Vehicle Repairs	\$1,000	\$2,500	
			SW Repairs &			
\$0	\$23	604100	Maintenance	\$0	\$17,500	
\$7,865	\$3,750	605100	SW Contractual Services	\$5,000	\$5,000	
			SW Contract Service Util			
\$0	\$3,247	605350	Bill	\$4,320	\$4,500	

\$663	\$11,726	606100	SW Equipment Rental	\$12,500	\$2,500
\$0	\$1,362	807100	SW Utilities	\$1,500	\$3,500
\$2,841	\$0	608100	SW Professional Services	\$0	\$1,000
\$15,632	\$15,662	608200	SW Prof. Serv. Engineering	\$18,000	\$18,500
\$0	\$96	628200	SW Visa Merchant Fee	\$0	\$650
\$7,773	\$0	655000	SW AFRD Reimburse	\$0	\$0
\$0	\$1,822	732000	SW Improvements	\$0	\$1,290,000
\$0	\$0	740000	SW Furniture & Equip	\$0	\$200
\$0	\$836	740100	SW Computer Equipment	\$0	\$500
\$0	\$1,748	760000	SW Machinery and Equipment	\$66,000	\$67,500
\$0	\$0	812300	SW Bond Payments	\$0	\$175,276
\$0	\$111,865	830001	SW Interfund Loan Payment	\$51,865	\$0
\$0	\$17,135	910110	SW Transfer to General Fund	\$25,368	\$24,276
\$0	\$0	910370	SW Transfer to Op Ctr Fund	\$181,268	\$0
\$0	\$0	910670	SW Transfer to Op Ctr ISF	\$0	\$11,900
\$0	\$0	950000	SW Contingency	\$67	\$6,817

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Department/Program:	056 SandyNet
Fund:	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). SandyNet Wi-Fi service was initiated in 2006, as well as direct microwave service to large businesses. 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.

PAST GOALS	ACCOMPLISHMENTS
Expand Wi-Fi coverage to Sandy Bluff and the east side of the city.	Done. Wi-Fi coverage now includes Deer Point, Timberline, Cascadia Village, Bornstedt Village, Double Creek, and Sandy Bluff neighborhoods.
Light up a downtown fiber loop and connect selected high-bandwidth customers.	Done. Facilities and businesses connected include AEC, Clackamas County Bank, Sandy Library, Police Station, Fire Station, City Hall, and Community Center.

OBJECTIVES FOR THE NEXT BIENNIUM

- Extend fiber to west side businesses (Urban Renewal)
- Extend Wi-Fi coverage to all neighborhoods.

BUDGET NOTES

The 2009-11 assumes the addition of an IT Analyst position, to support the city's internal computer network, and customer support for SandyNet. Cost would be split with the General Fund. A portion of the investment in citywide Wi-Fi equipment will be covered through a transfer from the General Fund. A placeholder has been included for federal economic stimulus funds for broadband service to rural areas.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$25,105	\$7,209	Beginning Balance	\$14,036	\$50,519
\$255,365	\$487,639	Revenue	\$503,255	\$1,002,180
\$280,470	\$494,848	TOTAL REVENUES	\$517,291	\$1,052,699

EXPENDITURES

\$0	\$40,305	Personnel	\$68,675	\$164,104
\$190,958	\$149,355	Materials & Supplies	\$110,077	\$154,130
\$82,304	\$95,743	Capital Outlay	\$114,255	\$524,000
\$0	\$159,535	Debt Service	\$204,255	\$157,991
\$0	\$0	Transfers	\$8,105	\$36,026
\$0	\$0	Contingency	\$11,924	\$16,448

\$273,262 \$444,937 TOTAL EXPENDITURES \$517,291 \$1,052,699

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
0	0	IT Analyst	0	0.5
0	0	IT Manager	0.5	0.5
0	0.5	Network Administrator	0	0
0	0	Receptionist/Secretary	0	0.2
0	0.5	TOTAL STAFF	0.5	1.2

Next Program: [Parks Capital Projects](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$25,105	\$7,209	401100	TCrev Beg Working Capital	\$14,036	\$50,519	
\$30,000	\$6,495	441460	TC Grants	\$0	\$500,000	Federal economic stimulus (NTIA and USDA)
\$58,104	\$54,451	451600	TC SandyNet DSL Charges	\$57,600	\$64,800	
\$27,874	\$113,999	451700	TC Sandy Net Wireless Charges	\$156,000	\$235,680	Assumes +3 customers/month
\$0	\$3,000	451800	TC Sandy Net Business Charges	\$20,400	\$48,000	
\$0	\$3,549	457000	TC Sandy Net W/Equip.Sales	\$0	\$7,200	Includes DSL one-time charge
-\$628	\$1,232	471100	TC Interest revenue	\$0	\$1,500	
\$15	\$15,378	478000	TC Miscellaneous revenue	\$0	\$0	
\$80,000	\$166,088	490110	TC Transfer from General Fund	\$269,255	\$195,000	\$80,000 for citywide Wi-Fi, \$65,000 operating support, \$50,000 for backhaul radios
\$0	\$123,447	490520	TC Transfer fm Water Fund	\$0	\$0	
\$60,000	\$0	495600	TC Loan Proceeds Fm Wtr Fund	\$0	\$0	
\$0	\$21,370	511100	TC Salaries	\$41,659	\$109,560	Assumes 50% JK & 50% new IT (adds \$62,500 s&f)
\$0	\$10,000	511500	TC Network Admin Scholarship	\$0	\$0	
\$0	\$4,184	521100	TC Benefits City pd M&D	\$7,578	\$22,371	
\$0	\$2,592	521200	TC Benefits City pd FICA/me	\$3,185	\$8,381	
\$0	\$1,228	521300	TC Benefits City pd PERS	\$4,143	\$15,928	
\$0	\$602	521360	TC Benefits City pd DF Comp	\$0	\$0	
\$0	\$138	521400	TC Benefits City pd Life Ins	\$10,000	\$334	
\$0	\$80	521600	TC Pr Tax Unemployment	\$305	\$802	

\$0	\$75	521800	TC Pr Tax Workers	\$1,805	\$256	
\$0	\$36	522100	Comp Flex Fee City Pd.	\$0	\$0	
\$6,301	\$8,495	601100	TC Supplies	\$10,000	\$15,000	
\$0	\$216	601200	TC Postage	\$306	\$500	
\$1,538	\$67	601300	TC Printing	\$94	\$1,000	
\$0	\$0	601400	TC Copier Charges	\$0	\$200	
\$250	\$220	601800	TC Books & Subscriptions	\$198	\$300	
\$0	\$1,000	602300	TC Training, Prof Adv	\$1,000	\$2,200	
\$0	\$0	603200	TC Vehicle - fuel	\$0	\$3,000	
\$700	\$306	604100	TC Maint & Repair	\$432	\$3,000	
\$32,930	\$2,808	605100	TC Contractual Services	\$2,976	\$0	
\$23,528	\$38,776	605201	TC Contractual Svcs, Internet	\$38,880	\$38,880	Wave/Comcast Transport Cost
\$500	\$300	605202	TC Contractual Svcs, ISP	\$106	\$0	No longer used
\$0	\$541	605350	TC Contract Service Util Bill	\$394	\$806	Databar--utility billing
\$28	\$45	606100	TC Equipment Rental	\$48	\$0	
\$17,741	\$8,687	606110	TC Leased Lines	\$0	\$5,760	Tower land lease
\$22,602	\$41,443	606200	TC Wireless Customer Equip.	\$0	\$7,200	
\$20,489	\$22,043	606210	TC Internet Access Fees	\$27,696	\$43,284	
\$20,160	\$24,403	607100	TC Utilities	\$26,630	\$33,000	Primarily Verizon DSL charges
\$38,900	\$1,314	608100	TC Professional Services	\$1,858	\$0	
\$525	\$0	608102	TC City Attorney	\$0	\$0	
\$1,362	\$1,155	609200	TC Advertising	\$1,590	\$0	
\$130	\$0	609205	TC SandyNet Referral Credits	\$0	\$0	
\$128	\$311	628200	TC Visa Merchant Fees	\$201	\$0	
\$3,146	-\$2,774	650300	TC Regulatory Fees	-\$2,332	\$0	
\$0	\$1,625	740100	TC Computer Equipment	\$2,120	\$0	
\$9,383	\$13,703	740200	TC Telecom Equipment	\$98,000	\$500,000	Federal economic stimulus. Towers for rural service; expand backhaul capacity
\$72,922	\$54,414	740300	TC Wireless Network	\$6,135	\$62,000	Backhaul radios
\$0	\$26,000	740400	TC Wi Fi	\$8,000	\$12,000	
\$0	\$0	812100	TC Keybank Gov. Principal	\$0	\$156,900	\$71,712 for 2007-09 radio purchases and \$85,167 for 60 Wi-Fi mesh radios (30 each year)
\$0	\$159,535	830001	TC Interest on Interfund Debt	\$204,255	\$0	

Line Item Detail

\$0	\$0	832903	TC Keybank Gov. Interest	\$0	\$1,091	
\$0	\$0	910110	TC Transfer to General Fund	\$8,105	\$36,026	
\$0	\$0	950000	TF Contingency	\$11,924	\$22,920	

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Department/Program:	099 Parks Capital Projects
Fund:	350 Parks Capital Fund

Parks capital projects rely heavily on revenue from [Systems Development Charges](#) (SDC's) and the Fee in Lieu of Land Dedication. In addition, the City actively seeks grant money to fund parks projects.

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Install drinking fountains at Jonsrud Viewpoint and Sandy Skatepark.	Drinking fountain (usable year-round) has been installed at Jonsrud Viewpoint; Sandy Skatepark fountain is yet to come.
Council Goal: Upgrade main stage at Meinig Park.	Done
Council Goal: Complete the master plan for the Sandy River Park and begin improvements.	Dependent on grant or other funding source.
Council Goal: Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails.	City staff worked with Metro and City of Portland to lead a Regional Trails Tour in the Sandy area; staff regularly attends regional and state trails meetings to champion Sandy/Springwater connection.
Complete Tickle Creek Trail.	Trail design is complete and construction has begun; bonus addition of Iseli Family Park at west end.
Coordinate with Watershed Conservation groups on park/open space/wetlands invasive species removal/native species replanting projects.	Ongoing coordination with Sandy & Clackamas River Watershed Councils; activities include traveling Salmon display & purchase of sculpture; spawning salmon hike; SOLV-It in Sandy; watershed-wide planting & invasive removal.
Meinig Park parking lot improvement including daylighting creek, entrance design, path improvements.	Will be completed in conjunction with Meinig Park stormwater detention improvements.
Sell house in Bornstedt Village Park.	Parks Board and City Council opted to keep the house and eventually use it as a community/events center; house is currently earning revenue as a rental.

OBJECTIVES FOR THE NEXT BIENNIUM

- **Council Goal:** Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails.
- Meinig Park parking lot improvement including daylighting creek, entrance design, path improvements; detention pond enhancement; riparian repair
- Complete Tickle Creek Trail
- Coordinate with Watershed Conservation groups on park/open space/wetlands invasive species removal/native species replanting projects
- Install drinking fountain at Sandy Skate Park
- Designate and complete dog park construction
- Pursue grant funding to complete Sandy River Park master plan
- Update capital improvement section of Parks Master Plan

BUDGET NOTE: The decrease in Parks Capital revenue directly reflects the anticipated slow-down in new construction and the resultant drop in SDC payment (a major source of new project funding).

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$426,916	\$627,563	Beginning Balance	\$530,716	\$183,454
\$1,648,713	\$1,283,275	Revenue	\$800,000	\$1,195,900
\$2,075,629	\$1,910,838	TOTAL REVENUES	\$1,330,716	\$1,379,354

EXPENDITURES

\$96,802	\$408	Materials & Supplies	\$6,200	\$3,100
\$1,281,492	\$1,266,801	Capital Outlay	\$990,000	\$453,000
\$5,000	\$195,000	Debt Service	\$330,000	\$920,256
\$0	\$0	Contingency	\$4,516	\$2,998
\$1,383,294	\$1,462,210	TOTAL EXPENDITURES	\$1,330,716	\$1,379,354

Next Program: [Operations Center Construction](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$426,916	\$627,563	401000	PC Beg Working Capital	\$530,716	\$183,454	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
\$0	\$157,007	433420	PC Park Pympt in Lieu of Land	\$175,000	\$200,000	Potential 110k Sleepy Hollow; 200k Snowberry
\$567,688	\$484,750	433510	PC Park SDCs	\$250,000	\$100,000	Systems Development Charges on new development.
\$0	\$175,800	433511	PC Deer Pointe SDC's	\$0	\$3,000	
\$0	\$210,960	433512	PC Barlow Ridge SDC's	\$0	\$0	
\$0	\$193,380	433513	PC Hamilton Ridge SDC's	\$0	\$0	
\$20,058	\$0	433610	PC Cascadia Park SDCs	\$0	\$0	
\$25,000	\$0	440990	PC Grants - Other	\$200,000	\$200,000	
\$0	\$0	471005	PC Sale of Bornstedt Property	\$150,000	\$0	
\$15,967	\$61,377	471100	PC Interest	\$25,000	\$20,000	
\$0	\$0	474000	PC Property Rental	\$0	\$24,000	house at Bornstedt property
\$1,020,000	\$0	495600	PC Loan Proceeds	\$0	\$648,900	Sewer Bond Reserve fund loan to refinance Bornstedt property loan.
\$118	\$408	601100	PC Supplies	\$2,000	\$500	
\$27	\$0	602500	PC Meetings & Meals	\$200	\$300	
\$0	\$0	603100	PC Mileage Reimbursement	\$0	\$300	
\$87,722	\$0	608100	PC Professional Services	\$0	\$1,000	
\$1,724	\$0	628200	PC VISA Merchant Fee	\$4,000	\$1,000	
\$7,211	\$0	635300	PC Indoor Sports Facility	\$0	\$0	
\$1,024,452	\$29,358	715008	PC Park Land Acquisition	\$0	\$0	
\$0	\$0	715009	PC Deer Pointe Park	\$45,000	\$10,000	dog park
\$0	\$0	715010	PC Knollwood Park Improvements	\$25,000	\$0	play structure; community garden
\$625	\$0	715012	PC Meinig Park Gazebo	\$0	\$0	
			PC Meinig Park			

\$156	\$153,542	715013	Restrooms PC Meinig Park	\$0	\$0	
\$12,759	\$241,641	715014	Amphitheater	\$0	\$0	
\$0	\$825	715015	PC Meinig Park Main Stage	\$0	\$0	
\$0	\$0	715016	PC Meinig Park Parking Lot	\$50,000	\$0	entrance improvements in conjunction with stormwater project
\$0	\$0	715020	PC Grant Funded Projects	\$200,000	\$200,000	
\$0	\$9,787	715071	PC Tickle Creek Bike Path	\$350,000	\$150,000	install bridges & complete trail work
\$20,948	\$330	715072	PC Sandy River Park	\$150,000	\$0	master plan
\$49,525	\$0	715080	PC Community Ballfields	\$0	\$0	
\$0	\$169,054	715200	PC Sandy Bluff Park	\$0	\$0	
\$992	\$19,851	715900	PC Future Parks Projects	\$150,000	\$90,000	
\$172,036	\$0	785110	PC Cascadia Parks SDC Reim.	\$0	\$0	
\$0	\$188,264	785111	PC Deer pointe SDC Reimb	\$0	\$3,000	
\$0	\$213,890	785112	PC Barlow Ridge SDC Reimb	\$10,000	\$0	
\$0	\$240,260	785113	PC Hamilton Ridge SDC Reimb	\$10,000	\$0	
\$5,000	\$5,000	832905	PC Sandy River Park Int.	\$5,000	\$0	
\$0	\$190,000	833100	PC Parkland Principal	\$325,000	\$798,778	Refinance \$545,000 principal and \$103,900 accum. Interest at 1.5%. Two annual payments. Includes principal payments equaling \$253,778 to Sewer Bond Reserve fund.
\$0	\$0	833105	PC Parkland Interest	\$0	\$121,478	Interest component of refinance.
\$0	\$0	950000	PC Contingency	\$4,516	\$2,998	

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Department/Program:	099 Non-Operating
Fund:	370 Operations Center Construction

This is a short-term fund established to account for the construction of the new Sandy Operations Center that houses Sandy Transit and Public Works operations, and Police evidence and equipment storage. It will be closed out at the end of the 2007-09 biennium.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$0	\$0	Beginning Balance	\$42,997	\$0
\$0	\$380,000	Revenue	\$4,823,365	\$0
\$0	\$380,000	TOTAL REVENUES	\$4,866,362	\$0

EXPENDITURES

\$0	\$372,925	Materials & Supplies	\$141,449	\$0
\$0	\$769,422	Capital Outlay	\$4,724,500	\$0
\$0	\$0	Contingency	\$413	\$0
\$0	\$1,142,346	TOTAL EXPENDITURES	\$4,866,362	\$0

Next Program: [Local Improvement District Bond Debt](#)

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

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.

During the next biennium, all assessments will have been collected by the city for the last remaining improvement district (362nd Avenue improvements). We have therefore included in the budget the payment of the remaining principal the city owes on the LID bonds.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$52,879	\$352,907	Beginning Balance	\$265,085	\$0
\$457,467	\$62,603	Revenue	\$3,585	\$0
\$510,346	\$415,510	TOTAL REVENUES	\$268,670	\$0

EXPENDITURES

\$157,438	\$146,507	Debt Service	\$217,527	\$0
\$0	\$0	Other Expenditures	\$51,143	\$0
\$157,438	\$146,507	TOTAL EXPENDITURES	\$268,670	\$0

Next Program: [Sewer Bond Reserve Fund](#)


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Department/Program:	098 Local Improvement District Bond Debt Service
Fund:	440 Sewer Bond Reserve

The sewer bond reserve is a sinking fund established to allow the city to retire the debt on the sewer treatment plant by 2019. Funds are transferred in from the sewer fund based on the debt retirement schedule and earn interest until the loan is paid off in 2019.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$0	\$0	Beginning Balance	\$0	\$896,038
\$0	\$0	Revenue	\$886,000	\$552,898
\$0	\$0	TOTAL REVENUES	\$886,000	\$1,448,936

EXPENDITURES

\$0	\$0	Other Expenditures	\$886,000	\$800,036
\$0	\$0	Transfers	\$0	\$648,900
\$0	\$0	TOTAL EXPENDITURES	\$886,000	\$1,448,936

Next Program: [Operations Center Internal Service Fund](#)

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Department/Program:	099 Non-Operating
Fund:	670 Operations Center Internal Service Fund

This is a new fund established to account for expenses of the new Operations Center, such as utilities and some operating supplies, that are shared by the various departments that are housed at the Center. Costs are allocated to the various funds based on square feet of building space, numbers of staff or phone lines, and other factors depending on the type of cost. With less than a year of experience in operating the new facility, expenses for 2009-11 are rough estimates only.

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$0	\$0	Revenue	\$0	\$121,100
\$0	\$0	TOTAL REVENUES	\$0	\$121,100

EXPENDITURES

\$0	\$0	Materials & Supplies	\$0	\$104,100
\$0	\$0	Capital Outlay	\$0	\$7,000
\$0	\$0	Contingency	\$0	\$10,000
\$0	\$0	TOTAL EXPENDITURES	\$0	\$121,100

Next Program: [Urban Renewal Fund](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$0	\$0	490110	OC Transfer from General Fund	\$0	\$23,230	
\$0	\$0	490240	OC Transfer from Street Fund	\$0	\$12,090	
\$0	\$0	490270	OC Transfer from Transit Fund	\$0	\$49,700	
\$0	\$0	490520	OC Transfer from Water Fund	\$0	\$12,090	
\$0	\$0	490530	OC Transfer from Sewer Fund	\$0	\$12,090	
\$0	\$0	490550	OC Transfer from Stormwater Fd	\$0	\$11,900	
\$0	\$0	601100	OC Supplies	\$0	\$12,000	Wash station, nondepartmental office supplies
\$0	\$0	604100	OC Repairs & Maintenance	\$0	\$2,000	
\$0	\$0	605100	OC Contractual - Custodial	\$0	\$14,400	Custodial @400/mo, Landscape \$400/mo half year
\$0	\$0	607100	OC Utilities	\$0	\$67,700	Phone-22800, SandyNet 4200, Gas & Elec 29000, Water & Sewer 11700
\$0	\$0	609100	OC Insurance	\$0	\$8,000	
\$0	\$0	760000	OC Machinery & Equipment	\$0	\$2,000	
\$0	\$0	770000	OC Major Repairs & Maintenance	\$0	\$5,000	
\$0	\$0	950000	OC Contingency	\$0	\$10,000	

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Department/Program:	072 Urban Renewal
Fund:	720 Urban Renewal

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
Council goal: Complete downtown projects per the Urban Renewal Plan.	The downtown streetscape/utility undergrounding project will be completed in FY08-09. The downtown plaza was completed in 2008.
Council goal: Consider creation of a new Urban Renewal District after the existing district expires.	The City Council voted to extend the life of the district by increasing the spending limit to \$18 million from the previous \$5 million..
OBJECTIVES FOR THE NEXT BIENNIUM	
<ul style="list-style-type: none"> ● Council goal: Establish a building facade improvement program. ● Other: Install pedestrian signals downtown. 	
BUDGET NOTE:	
Urban Renewal bonds were sold in 2008, with an AA rating from Standard & Poors.	

REVENUES

2003-05 Actual	2005-07 Actual		2007-09 Budget	2009-11 Budget
\$851,334	\$809,765	Beginning Balance	\$775,525	\$452,784
\$810,209	\$1,368,761	Revenue	\$3,564,150	\$1,990,000
\$1,661,543	\$2,178,526	TOTAL REVENUES	\$4,339,675	\$2,442,784

EXPENDITURES

\$40,216	\$37,713	Personnel	\$47,137	\$51,056
\$33,023	\$44,874	Materials & Supplies	\$34,187	\$61,226
\$394,848	\$1,187,318	Capital Outlay	\$4,156,000	\$1,190,000
\$369,253	\$369,253	Debt Service	\$0	\$1,120,000
\$14,440	\$16,111	Transfers	\$15,918	\$0
\$0	\$0	Contingency	\$86,433	\$20,502
\$851,780	\$1,655,269	TOTAL EXPENDITURES	\$4,339,675	\$2,442,784

STAFF

2003-05 Actual	2005-07 Actual	Position	2007-09 Budget	2009-11 Budget
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
0.27	0.27	TOTAL STAFF	0.27	0.27

Next: [Staffing Information](#)

Line Item Detail--All Line Items**2003- 2005-****2007- 2009-****05 07 Object Description****09 11 Note****Actual Actual****Budget Budget**

\$851,334	\$809,765	401000	UR Beginning Working Capital	\$775,525	\$452,784	
\$766,274	\$1,138,976	410100	UR Current Year Tax Increment	\$1,700,000	\$1,970,000	
\$12,613	\$15,784	410200	UR Prior Years Tax Increment	\$12,000	\$0	
\$31,322	\$214,001	471100	UR Interest	\$30,000	\$20,000	
\$0	\$0	478050	UR Contributions fm Utility Co	\$842,000	\$0	
\$0	\$0	495200	UR Proceeds from Bonds	\$980,150	\$0	
\$30,371	\$27,060	511100	UR Salaries	\$34,325	\$35,280	
\$3,345	\$3,036	521100	UR Benefits City pd M&D	\$4,868	\$5,757	
\$2,909	\$2,311	521200	UR Benefits City pd FICA/me	\$2,626	\$2,698	
\$1,758	\$1,974	521300	UR Benefits City pd PERS	\$4,511	\$5,703	
\$1,070	\$1,615	521360	UR Benefit city pd Df Comp	\$0	\$0	
\$76	\$57	521400	UR Benefits City pd LifeIns	\$424	\$291	
\$230	\$113	521600	UR Pr tax Unemployment	\$250	\$257	
\$439	\$1,538	521800	UR Pr tax Workers Comp.	\$133	\$214	
\$19	\$9	522100	UR FlexPd - Service Charge	\$0	\$0	
\$6,076	\$5,325	601100	UR Supplies	\$10,700	\$10,000	
\$5	\$6	601200	UR Postage	\$0	\$50	
\$456	\$0	601300	UR Printing	\$535	\$100	
\$25	\$21	601400	UR Copier Charges	\$107	\$25	
\$113	\$896	601500	UR Public Notices	\$0	\$300	
\$0	\$288	601700	UR Memberships	\$54	\$300	
\$0	\$150	601800	UR Books, Publications	\$107	\$200	
\$0	\$0	602300	UR Training, Prof. Adv.	\$214	\$500	
\$8,473	\$7,566	604100	UR Island Maintenance	\$0	\$0	
\$0	\$0	605100	UR Contractual Services	\$0	\$25,000	Main Street Coordinator, 1/2 FTE in 2010-11.

\$6,834	\$10,116	608100	UR Professional Services	\$21,400	\$15,000	
\$5,945	\$50	608102	UR City Attorneys	\$1,070	\$2,000	
			UR Prof Serv 1-Way			
\$1,190	\$0	608700	Grid Analys	\$0	\$0	
\$7	\$0	628300	UR Investment Fees	\$0	\$0	
			UR Museum/Visitors			
\$0	\$20,456	639702	Center	\$0	\$0	
\$3,900	\$0	640200	UR Signs A-Frame	\$0	\$0	
\$0	\$0	640300	UR General Overhead	\$0	\$16,751	
\$157,540	\$1,369	716000	UR Improvements	\$0	\$0	
			UR City Hall			
\$0	\$6,000	716010	Improvements	\$0	\$0	
\$358	\$0	716020	UR Library Improvements	\$0	\$0	
			UR Park Lot			
\$0	\$330,361	716030	Pur/Design/Improve	\$0	\$0	
			UR Sears Parking Lot			
\$2,730	\$0	716060	Improve	\$0	\$0	
			UR Downtown Plaza			
\$1,600	\$100,713	716080	Project	\$100,000	\$100,000	
\$3,819	\$1,215	716090	UR Banners & Hardware	\$2,000	\$0	
			UR Business Sidewalk			
\$436	\$0	716095	Signs	\$0	\$0	
\$23,400	\$3,600	716100	UR Leather's Lot	\$0	\$0	
\$0	\$26,171	716200	UR Pedestrian Signals	\$200,000	\$0	
\$0	\$0	722502	UR Police Building	\$0	\$50,000	
\$0	\$0	733002	UR SandyNet Fiber Exten	\$0	\$150,000	
			UR Fire Equipment,			
\$189,966	\$180,766	760500	Improve.	\$150,000	\$240,000	
\$15,000	\$795	760600	UR Reader Board	\$0	\$0	
			UR Dwntwn Ute			
\$0	\$536,328	760700	Underground Proj	\$3,704,000	\$0	
			UR Building Facade			
\$0	\$0	784003	Improvement	\$0	\$650,000	
			UR Bond Principal			
\$311,691	\$343,443	814100	Payments	\$0	\$960,000	
			UR Bond Interest			
\$57,563	\$25,811	834100	Payments	\$0	\$160,000	
			UR Transfer to General			Shown in 2009-11 as
\$14,440	\$16,111	910110	Fund	\$15,918	\$0	an expense rather than a
\$0	\$0	950000	UR contingency	\$86,433	\$12,358	transfer, since UR is
						technically a separate
						entity

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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	2003-05	2005-07	2007-09	2009-11
Administration	1.8	1.9	2.3	2.8
Municipal Court	1.1	1.1	1.2	1.2
Finance	2.0	2.0	2.0	2.0
Library	8.0	7.1	7.9	11.4
Police	11.5	12.5	14.0	15.0
Animal Control/Code Enforcement	1.0	1.3	1.3	1.3
Recreation	2.0	2.0	2.2	2.3
Seniors	3.4	3.3	3.3	3.4
Parks Maintenance	1.8	1.8	1.8	2.3
Planning	1.8	1.8	2.1	2.1
Building	2.4	2.8	2.8	2.9
Non-Departmental	.3	.8	.4	.4
GENERAL FUND	36.9	38.2	41.2	47.0

OTHER FUNDS

Water	3.1	2.9	2.9	2.4
Sewer	1.9	2.1	2.1	2.4
Streets	2.0	2.0	2.0	2.4
Stormwater	.0	.5	1.0	.7
Telecom	.0	.5	.5	1.2
Transit	1.2	1.7	2.2	1.8
Urban Renewal	.3	.3	.3	.3
ALL FUNDS	45.4	48.2	52.2	58.3

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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), Jeremy Pietzold, Lois Coleman, Dave Beitler, Phil Moyer, Don Allen, Olga Gerberg. [Council budget](#)

City Manager: Scott Lazenby.

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

- **Finance Department:** Seth Atkinson
[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	07-09 Beginning Balance	Plus: 07- 09 Est. Revenue	Less: 07-09 Est. Expenditure	Equals: 07-09 Ending Balance	09-11 Beginning Balance	Plus: 09-11 Revenue	Less: 09-11 Expenditure	Equals: 09-11 Ending Balance
GENERAL FUND	3,372,246	\$8,060,097	\$10,001,783	\$1,430,560	\$1,430,559	\$10,968,472	\$10,430,418	\$1,968,613
STREET FUND	827,426	\$1,737,000	\$2,235,534	\$328,892	\$328,891	\$2,532,000	\$1,930,000	\$930,891
TRANSIT FUND	279,774	\$5,161,514	\$4,927,940	\$513,348	\$513,348	\$2,979,800	\$2,736,711	\$756,437
PARKS CAPITAL PROJECTS FUND	448,627	\$569,200	\$834,373	\$183,454	\$183,454	\$1,195,900	\$1,376,356	\$2,998
OP CTR CAPITAL PROJECTS FUND	-762,346	\$4,884,302	\$4,121,956	\$0	\$0	\$0	\$0	\$0
LID DEBT SERVICE FUND	269,003	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SEWER BOND RESERVE FUND	0	\$896,038	\$0	\$896,038	\$896,038	\$552,898	\$648,900	\$800,036
WATER FUND	3,013,980	\$2,726,715	\$2,805,549	\$2,935,146	\$2,935,146	\$2,814,800	\$2,808,541	\$2,941,405
SEWER FUND	2,512,841	\$2,509,028	\$4,302,109	\$719,760	\$719,760	\$2,668,900	\$2,991,898	\$396,762
STORMWATER	172,739	\$421,000	\$391,846	\$201,893	\$201,893	\$1,552,000	\$1,657,479	\$96,414
TELECOMMUNICATIONS	49,910	\$569,576	\$568,967	\$50,519	\$50,519	\$1,002,180	\$1,102,251	-\$49,552
OP CTR INTERNAL SERVICE FUND	0	\$0	\$0	\$0	\$0	\$121,100	\$111,100	\$10,000
URBAN RENEWAL	523,254	\$5,343,396	\$5,413,866	\$452,784	\$452,784	\$1,990,000	\$2,422,282	\$20,502

Notes:

1. The numbers in the Revenue columns **exclude** beginning balances (which are considered as revenues elsewhere in the budget document).
2. The 09-11 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									
2009-11									
Cost Allocation Factors	General	Water	Sewer	Transit	Stormwater	SandyNet	Urban Ren.	Street	Total
Total Fund Budgets	\$11,945,746	\$5,749,946	\$3,388,660	\$3,493,148	\$1,753,893	\$1,114,223	\$2,442,784	\$2,860,891	\$32,749,292
Net Operating Costs	\$9,918,034	\$1,289,982	\$1,636,782	\$2,069,649	\$177,823	\$318,234	\$110,166	\$1,194,080	\$16,714,751
Percent, Total	36%	18%	10%	11%	5%	3%	7%	9%	100%
Percent, Net Op.	59%	8%	10%	12%	1%	2%	1%	7%	100%
Staff, FTE	46.53	2.43	2.43	1.80	0.74	1.20	0.27	2.41	57.81
Percent	80%	4%	4%	3%	1%	2%	0%	4%	100%
Combined %	70%	6%	7%	8%	1%	2%	1%	6%	100%
Costs Allocated by Total Budget (25%) and Operating Budget(75%):									
Finance Dept.	\$380,818								
	54%	10%	10%	12%	2%	2%	2%	8%	100%
Cost Allocation	\$204,202	\$38,758	\$37,820	\$45,520	\$8,137	\$8,677	\$8,984	\$28,721	\$380,818
Costs Allocated by Combined Staff & Operating Budget Ratios:									
Administration			\$527,651						
Council			\$29,100						
City Attorney & Legal			\$250,200						
Non-Departmental			\$517,991						
			\$1,324,942						
Cost Allocation	\$926,299	\$78,974	\$92,719	\$102,655	\$15,528	\$26,364	\$7,460	\$74,943	\$1,324,942
Salary	\$6,929,887	\$356,282	\$356,282		\$101,880	\$164,104	\$51,056	\$342,730	\$8,302,221
Payroll Tax	\$41,579	\$2,138	\$2,138		\$611	\$985	\$306	\$2,056	\$49,813
Total Transfers to General Fund		\$119,869	\$132,676	\$148,175	\$24,276	\$36,026	\$16,751	\$105,720	\$583,494
		Less equiv. payroll tax		-\$49,813					
				\$98,362					

Next: [Capital Improvements](#)

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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	Library	700000	Capital Outlay	\$34,000
GENERAL FUND	Police	700000	Capital Outlay	\$111,500
GENERAL FUND	Animal Control/Code Enforcemnt	700000	Capital Outlay	\$25,000
GENERAL FUND	Seniors	700000	Capital Outlay	\$48,500
GENERAL FUND	Parks Maintenance	700000	Capital Outlay	\$134,700
GENERAL FUND	Building	700000	Capital Outlay	\$25,000
GENERAL FUND	Non-Departmental	700000	Capital Outlay	\$158,600
STREET FUND	Streets	700000	Capital Outlay	\$462,200
TRANSIT FUND	Transit	700000	Capital Outlay	\$519,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	700000	Capital Outlay	\$453,000
WATER FUND	Water	700000	Capital Outlay	\$1,096,600
SEWER FUND	Sewer	700000	Capital Outlay	\$536,700
STORMWATER	Stormwater	700000	Capital Outlay	\$1,358,200
TELECOMMUNICATIONS	Telecom	700000	Capital Outlay	\$574,000
URBAN RENEWAL	Urban Renewal	700000	Capital Outlay	\$1,190,000

Next: [Debt Management](#)



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
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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
RFO	Request for Qualifications
SB__	Senate Bill
SDC	Systems Development Charge (or "Impact Fee")
STIP	Statewide Transportation Improvement Program
	Transportation Equity Act for the 21st Century (Federal gas tax

TEA-21	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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