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THE CITY OF SANDY 2007-09 BIENNIAL BUDGET

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

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

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

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

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

For review: [The 2003-05 Budget](#) and [2005-07 Budget](#) documents in pdf (Adobe Acrobat) format (2MB, so best downloaded with SandyNet High Speed Internet access!)

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City of Sandy Memorandum

DATE: March 16, 2007

TO: City Council
Budget Committee

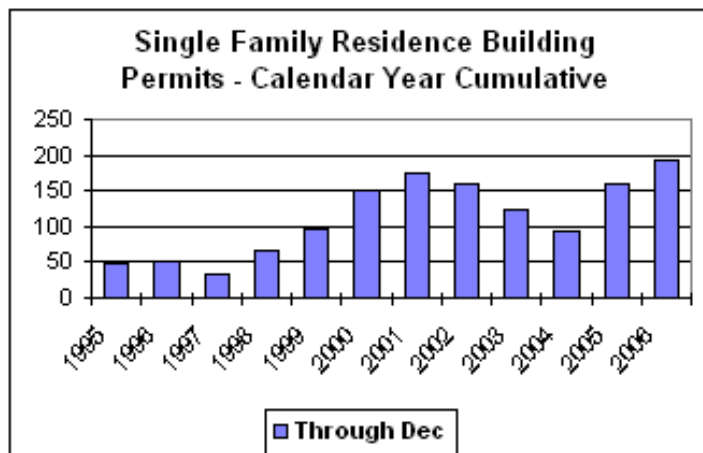
FROM: Scott Lazenby, City Manager & Budget Officer

RE: **PROPOSED 2007-09 BIENNIUM BUDGET**

WHERE WE HAVE BEEN

The past two years have seen continued growth. We issued a record number of new home permits in 2006; while there is some evidence that the pace is slowing, several subdivisions have been approved and are in varying stages of construction.

Thanks to our neighborhood park dedication ordinance, we have seen a substantial increase in our park inventory. The 8-acre Sandy Bluff Park was improved in 2006. We have new neighborhood parks in Barlow Ridge, Hamilton Ridge, and Timberline Estates subdivisions. We acquired a 5-acre park site in the heart of Bornstedt Village, and park land has been dedicated in the Deer Point subdivision.



With the help of a state grant, we have completed Dubarko Road, connecting 362nd Avenue all the way to Langensand Road (as this is being written, we are waiting only for the final lift of asphalt). The Urban Renewal Agency completed a new parking lot to serve downtown businesses and customers. The new amphitheater in Meinig Park is a showcase attraction, and will be the site of the new Sandy Acoustic Music series in the summer of 2007 (and, we hope, some live theater in the near future). SandyNet has made significant strides in wireless Internet service, with many new Wi-Fi access points

throughout the city. In December, Sandy Transit provided its one-millionth ride.

Private investment has followed suit. The new Mt. Hood Athletic Club opened at the beginning of 2007. The Sandy Historical Museum is nearing completion. The former Adventist Church has been renovated as the Shuler (office) Building, one of the most impressive re-uses of an existing building that we have ever seen. The former Suburban Ford site has undergone a face lift as a snowmobile dealership. AEC has invested in a new parking lot adjacent to their downtown headquarters. A new Walgreens store is under development downtown. We have seen many new buildings and businesses in the Pioneer Corporate Park and other commercial and industrial areas of the city.

Clackamas County has seen similar growth (although at a more modest pace on a countywide basis), and its property tax revenues have increased substantially. Nonetheless, the county has held the funding for library services flat, redirecting the growth in revenues to other services (e.g., sheriff and the criminal justice system) and county expenses (e.g., employee medical benefits). In response, we were forced to reduce service hours at our library (they were partially restored in 2005-07 due largely to increased work done by volunteers).

WHAT THE FUTURE HOLDS

The Economy. Although we have seen large cost increases in some categories (e.g., energy, medical costs), the overall rate of inflation has remained low. As long as that continues, Measure 50 (limiting assessed value growth to a flat 3%) will not be too much of a problem. High inflation, however, would be a financial disaster for our general fund.

Infrastructure. All of our major buildings--city hall, police station, library, and community center--are paid for, and our budget does not reflect the capital value of these facilities. But they are depreciating, and continued growth will put a strain on these facilities. We need to be careful that the lack of current (apparent) cost does not make us complacent about the true cost of using and expanding our facilities. Sandy has always followed a "lean and mean" approach to budgets and capital improvements, and this has helped keep us in a healthy financial position. But we should not forget that investments in public facilities that are used and enjoyed by our citizens is a good use of public funds.

We are in fact addressing the issue of building depreciation, in part, through the construction of a new Operations Center to house transit and public works operations. This new facility is designed to be efficient to operate, friendly to the environment, and built to last. It will allow us to remove our current public works operations from the residential area it now occupies.

One of the City Council's long term goals is to consider relocation of the police station, and the 2007-09 proposed budget includes some planning work toward this goal, but not the actual construction of a facility. We are hoping to combine forces with the Sandy Fire District and possible other public safety partners in construction of a new facility, and it is too early to attempt to identify costs and sources of funds. Relocation of the police station will allow the library to expand and occupy the entire building.

The most critical infrastructure issue in the city's near future is development of additional water sources. By the end of 2007 we should have a firm decision on development of our Salmon River water right or the selection of an alternative strategy. While construction costs are beyond this biennium, we will begin to see a substantial investment in design and engineering.

From the community-wide perspective, the most pressing problem is relieving the over-capacity problem

at Sandy High School. The City Council has adopted a goal of supporting the construction of a new high school, if the Oregon Trail School Board chooses to seek voter approval for bonds.

Most of the downtown utility wires will be moved underground--accompanied by major streetscape improvements--by the summer of 2008. This will be the last large project of the urban renewal district.

Quality of Life. Several important planning projects will be completed in the next few months. We should, by the summer of 2007, have new design standards in place for downtown development, and commercial buildings in general. The design of the Highway 26 "gateways" to downtown will be complete in the next few months. Early in the next biennium we will update our buildable land inventory and land needs analysis. This will give the Council and Planning Commission good data on whether we should amend the comprehensive plan (as a mid-course correction) or even amend the urban growth boundary (we have built in "placeholders" for that work in the budget).

BUDGET INITIATIVES: EXECUTIVE SUMMARY

Growth in the city has resulted in increases in the property tax base, and in revenues from franchise fees (these are based on gross revenues of utilities, which are in turn related to the size of their customer base in Sandy). This has put us in the pleasant (and unusual) situation of being able to add services to the budget. We should be conservative about this, and ensure that service levels are sustainable over the long run.

After discussions with the management team, I am recommending several changes in services and budgets:

- An addition to the police office staff of 1/2 FTE (full-time equivalent position) to support the police officers in the increasing volume of calls for police service, and \$50,000 for installation of digital video cameras in patrol cars.
- An increase in the contracts budget for park maintenance, to use private landscape contractors for routine maintenance (e.g., mowing) in our growing parks inventory.
- An increase in ongoing city general fund support of our library, and \$36,000 in one-time improvements to the library facility.
- Institutionalizing the events component of our recreation budget (3-on-3 basketball tournament, Sandy Skatefest, etc.), and funding and operating this separate from our ongoing recreation program.
- Creating an Information Technology Manager position that will support both our SandyNet utility and our internal data network.
- Increasing the city gas tax to 1.9 cents per gallon from the current 1.0 cents per gallon. Fuel sales have remained fairly flat since the gas tax was instituted in 2003, and asphalt prices have spiraled. I believe this increase is necessary to meet the requirements of our Pavement Management System (and thus keeping our long-term costs down by maintaining our street surfaces before it is too late).
- Creation of a sewer debt service fund to allow us to retire our bond debt for the Wastewater Treatment Plant in 20 years rather than 40 years.
- Eliminating the SandyNet debt (internal loans) that was incurred for the initial capitalization and growth of this utility. This would be done over a period of six years through a franchise fee on our water and sewer utilities. This will in turn allow future growth in SandyNet to be done through revenues of the SandyNet utility itself, without the need for additional internal borrowing.

These recommendations are, I believe, consistent with City Council goals and policy direction. They are discussed in more detail in the relevant fund summaries below.

In addition, we are carrying over a healthy beginning balance in our general fund (due mostly to growth in property tax and franchise fee revenues, but also to the fact that overall expenses have been slightly less than budgeted). We need to retain a reasonable contingency account, of course, but beyond this, the resources should be used for things that will actually benefit our citizens. Here are some recommended uses of this one-time source of funds:

- \$14,000 in police equipment, to allow the department to issue handguns to the officers rather than relying on the current miscellaneous collection of officer-provided sidearms of various types.
- \$25,000 toward design work for a new police/fire station.

BUDGET FEATURES

Biennial Budget. This will be our third 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 2004 we completed an update to our long-range capital improvement plan, and previously we used the time for financial forecasting and for a complete review of city programs.

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

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

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

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

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

by the City Council during the budget process, like the other line items. Carryover savings are shown as the beginning balances in the departmental budgets.

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

FINANCIAL POLICIES AND BUDGET STRATEGY

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

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

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

1. Salary and fringe cost increases that are beyond the department's control. This would include cost-of-living increases, but not an increase in the number of staff or hours worked;
2. Savings carried over at the end of the current biennium; and
3. Departmental revenues projected to exceed the amount in this year's budget.

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

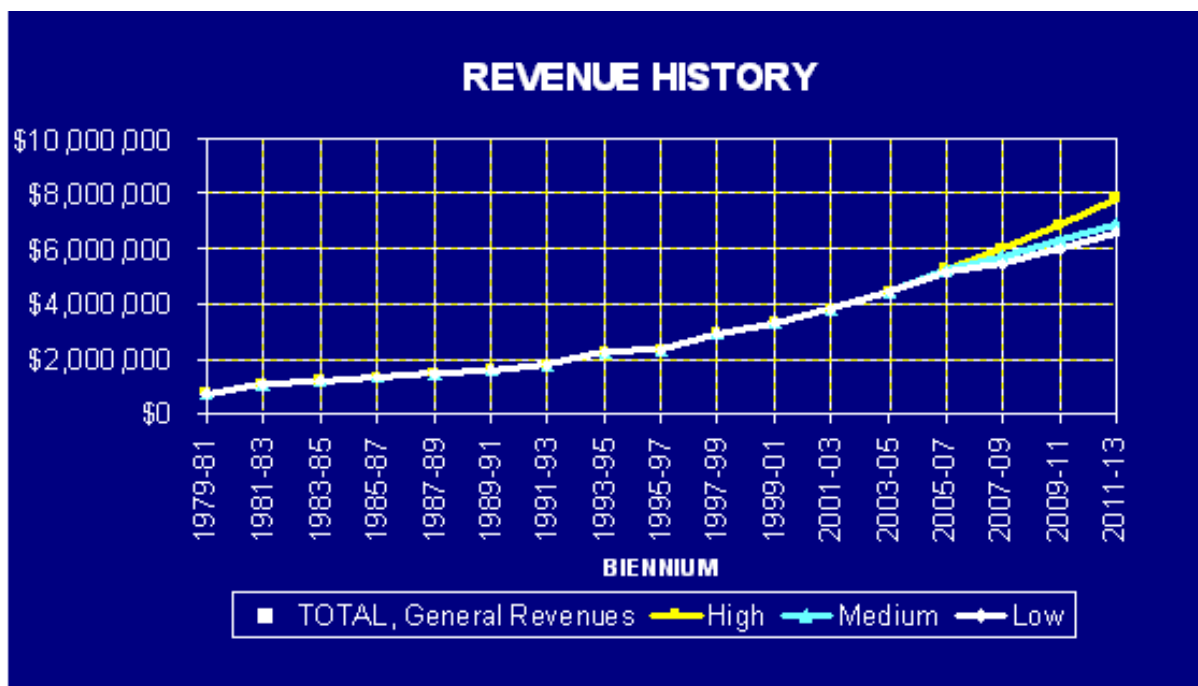
CITY COUNCIL GOALS

In January of 2007, 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

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



Administration. We have experimented with providing computer technology support first through consultants, and more recently through a 2-year internship program for recent high school graduates. While the latter has worked very well for us, in seeking candidates for the next two-year internship, it became apparent that we had been very lucky to find the individual, Scott Brown, who has been our network administrator. He is entering college in the fall of 2007, and the SandyNet Advisory Board has recommended funding this position on a full-time basis to maintain continuity and professionalism in our growing SandyNet utility. This position will also relieve the department heads of some of their administrative burden of maintaining their own computer networks.

Police. Calls for service and reported crimes have both increased. The complexity of crimes has increased too, with more incidents of identity theft and meth-related crimes. With the addition of an officer in 2005-07, our officers to population ratio has stayed fairly constant, but to keep up with growth, we will need to add an officer in 2009-11. For the next biennium, however, I propose adding staff on the civilian side of the organization (1/2 FTE) to keep pace with the added records workload. In the following biennium, we should see a boost in revenues due to the expiration of the urban renewal district, giving us the resources to add an officer at that time.

Library. The County has established a goal of stable library funding, at a growth rate of 3%. This rate may cover inflation, but it won't cover growth in demand for library services. This means that we will need to either reduce services, become more efficient, charge fees for some library services, or provide more support from general city taxes. In the long run, a library service district is another possibility.

In 2005-07 the city provided \$120,000 in ongoing support and an additional \$120,000 in one-time support, in the hopes that county funding would increase. In this budget, I am recommending general city support of \$247,000 for the biennium. This breaks down as \$120,000 in base operating

support, \$56,000 for inflationary increases in salary and fringe benefits, \$35,000 in additional ongoing support for materials and programs, and \$36,000 for one-time increases in equipment and improvements to the library building.

This does raise some equity issues. The majority of our library's users live outside the city, and don't pay city taxes; they get a free ride on the support provided by city taxpayers. But the situation is similar at the senior center and in our recreation programs (for the latter, we do provide a discount on user fees for city residents). General fund support for the senior center and recreation program are both around \$250,000 for the biennium. We would need to provide some level of operating support for the library (just to keep the doors open) whether or not non-city residents use the service. Therefore, I believe that city general fund support is warranted. At the same time, if the amount provided by the county continues to drop in real terms, we should consider charging additional fees for non-city residents to partially offset the subsidy.

Recreation. As noted above, the special events component of our recreation program has grown to the point that it should be treated as a separate program. By freeing the recreation coordinator from the time burden of organizing the special events (which are self-supporting), we hope to free up some time that can be devoted to park planning.

Building. The building inspection program is self-supporting (based on building permit fees). We do not charge general fund departments for indirect costs such as accounting, payroll, insurance, and building space costs. We have estimated these costs (for the building department) at \$25,000 per year, so the **net** budget for the biennium is **negative** (i.e., revenues exceed direct expenditures by approximately \$50,000 for the biennium). The 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. For the next biennium, we have budgeted some equipment for electronically archiving our large format plans, thus freeing up space in city hall.

Planning. The Planning program has also accumulated a fairly healthy beginning balance. We have set this aside for the land needs analysis, and if necessary, the amendment of our comprehensive plan and urban growth boundary.

Street Fund

In September of 2002, Sandy voters approved a local one cent per gallon fuel tax for street maintenance. This had made a big difference in our ability to keep up with the street maintenance requirements that are called for by our Pavement Management System. Since our fuel tax is a fixed amount per gallon, it does not increase with inflation. On the other hand, the cost of paving (largely due to the oil in asphalt) has increased substantially, so our miles (paved) per gallon of fuel sold has dropped. I recommend increasing the

rate to 1 and 9/10ths cents per gallon. This is still a lower rate than in the neighboring cities to the west, and it will allow us to resume an annual paving program.

Reimbursement payments for Ruben Lane as well as systems development charges have built a balance in the fund for building additional road capacity (by state law, we can't use SDC revenue for paving or other maintenance). A policy issue for Council is whether to keep this balance on hand for street construction projects, or to pay off the debt we incurred to complete Ruben Lane and Dubarko Drive. Since we do not anticipate city-funded street construction costs in the near future, the Public Works Director and I recommend retiring the debt.

Transit Fund

Sandy Transit provided its one-millionth ride in December of 2006, not long after *SAM* half-hourly service was extended to all day during weekdays (from the previous hourly service and half-hourly during rush hours).

The major event in the transit fund for 2007-09 is completion of the Operations Center, which will allow transit operations (both city staff and contractor) to be consolidated, and provide more efficient storage and cleaning of buses. This project is largely grant-supported, but it is being supplemented by accumulated cash in the transit fund as well as a proposed transit systems development charge.

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.

The largest capital expenditures in the next biennium are related to development of a new water source. Our capital improvement plan assumes we will develop our Salmon River water right, but the city engineer is considering other, possibly lower-cost, options. The budget also includes funds for the water fund's share of the Operations Center. In order to cover the cost of a new water source, our rate model predicts annual water rate increases of approximately 5%.

Sewer Fund

As with the water fund, the sewer fund budget reflects the transition to a private contract for operation of the wastewater treatment plant. The sewer collection (pipes) system will continue to expand in 2007-09, but this will be done by developers; no other major capital improvements are scheduled.

The new wastewater treatment plant was partially funded with a \$2.97 million forty-year loan from the federal government. While much of the plant will last longer than forty years, some of the equipment has a shorter life, and we

have planned to retire the debt in twenty years, rather than forty. Our fund balance has grown accordingly. In order to better account for this bond reserve account, we are proposing the creation of a separate sewer debt reserve fund. An initial transfer of \$846,000 will bring us current (as of the end of FY2009) with a twenty-year payment schedule, and biennial transfers of \$136,000 in subsequent budgets will allow us to pay off the loan in 2019.

Both the water and sewer funds include a 5% fee in lieu of a franchise fee for use of the city's rights-of-way (see the SandyNet discussion, below).

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 2007-09 we intend to tackle a backlog of maintenance and operation tasks (including maintenance of our growing inventory of treatment and detention ponds). The budget includes this fund's share of the new Operations Center, as well as final payment on a previous loan from the sewer fund. We recommend holding off on major capital improvements (e.g., the Meinig Park detention system) until 2009-11, allowing the utility revenues to build before issuing bonds.

SandyNet

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

In the next biennium, for the first time, it appears that SandyNet revenues will be strong enough to not only cover operating costs, but also provide for modest growth in our network. This is only possible, however, if the utility either postpones debt repayment to the water and sewer funds, or the debt is written off.

Not too many years ago, the water fund itself was in the same situation. Bonds for water system expansion were general obligation bonds, and paid through property taxes rather than customer revenue. Now both the water and sewer funds have healthy fund balances, and new capacity is largely paid for through systems development charges and revenue bonds.

The Finance Director and I discussed the SandyNet loan situation with our independent auditor. While it is theoretically possible for the water and sewer funds to write off the loans to the telecommunication fund, there is a more defensible (from a policy standpoint) method of easing the debt burden on the newly-formed SandyNet fund. The water and sewer funds have never paid a franchise fee—as the other utilities do—for use of the city rights-of-way for

water and sewer pipes. A 5% fee in lieu of a franchise fee would, over six years, allow the loans to be paid off (the franchise fees would be paid to the general fund, which in turn would make a transfer to the telecommunications fund for its initial capitalization).

The SandyNet Advisory Board supports this option. This is clearly a key policy issue for the Council to address in its budget deliberations.

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 budget assumes that all of the payments in lieu of land in 2007-09 will be applied to our internal loan for purchase of the Fleming property as a park in Bornstedt Village.

Expenditures in park improvements are guided by the Park Board. We anticipate that the next biennium will see a Tickle Creek hiking trail that will link several neighborhood parks, and minor improvements to various neighborhood parks.

Operations Center Capital Fund

The new field operations center is being paid for from six separate funds. In order to better track the revenues and expenditures for the project, we are creating a separate capital improvement fund. This fund will be eliminated once the project is complete and all bills have been paid. Note that project expenses are double-counted in the total of all appropriations (in the transfers from each contributing fund, and in the direct expenses of the operations center fund).

Urban Renewal

The next biennium will see the end of our \$5 million urban renewal district, and the completion of the remaining projects, including:

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

PERSONNEL BUDGET

As with other Oregon cities, our biggest budgetary challenge is dealing with the 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 11% (for the HMO plan) to 15% (for the indemnity plans) for premium increases. The budget assumes an 11% increase in the "cap" for

medical and dental premiums (to \$622/month).

The numbers in the proposed budget are based on the assumption of a 4% across-the-board pay increase in 07-08 and a 3% increase in 08-09. These are consistent with past changes in the Portland area CPI, and they are subject to final Council approval.

CONCLUSION

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

POSTSCRIPT: CHANGES MADE BY THE BUDGET COMMITTEE

The following changes to the proposed budget were made as it was being reviewed by the budget committee:

- Corrected the projections for retirement (PERS) rates for the second year of the biennium.
- Changed amounts for the Operations Center Capital Fund budget based on the actual bid amounts.
- Corrected the Street Fund year-to-date estimates to reflect the cost of the Ruben Lane extension. This reduced the 2007-09 beginning balance in the fund.
- Made various changes in the transit fund to reflect the latest information on grants and equipment costs.
- Corrected minor typographical errors.
- Reflected half of the IT Manager's salary and benefits in the SandyNet Fund (with a general fund transfer to offset the cost).
- Added \$30,000 in library materials (books, etc.), \$2,000 to the summer reading program, and a part time library aide (half time).
- Added a police officer, and \$23,900 in police equipment.
- Added \$25,000 for parks improvements.
- Added \$2,000 in support to the Sandy Community Action Center.
- Added \$500 for supplies for a neighborhood spring cleanup.
- Moved \$3,000 from the Mayor & Council contingency account to line items for a centennial committee and for the volunteer recognition picnic.
- Rather than implementing a water and sewer franchise fee as proposed, the Committee decided to retire the SandyNet startup capitalization debt with direct one-time transfers totaling \$247,000 from the general fund and \$123,000 each from the water and sewer funds. These amounts would be split over the 2005-07 and 2007-09 biennia, as loans come due.

Next: [*The budget numbers*](#)

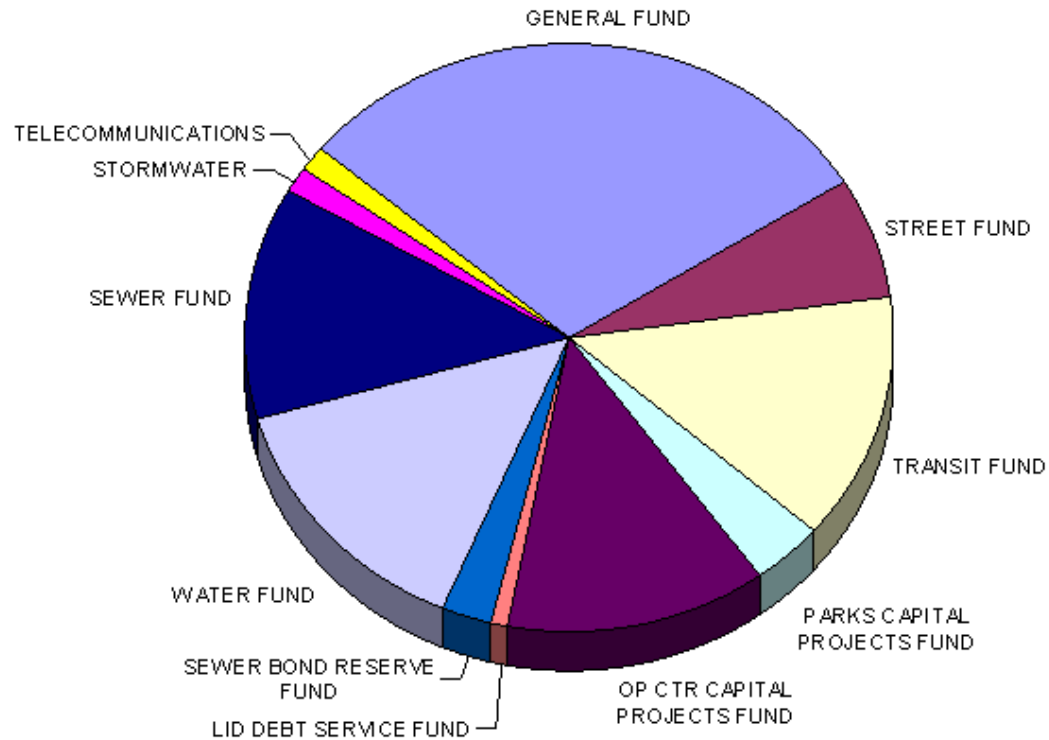


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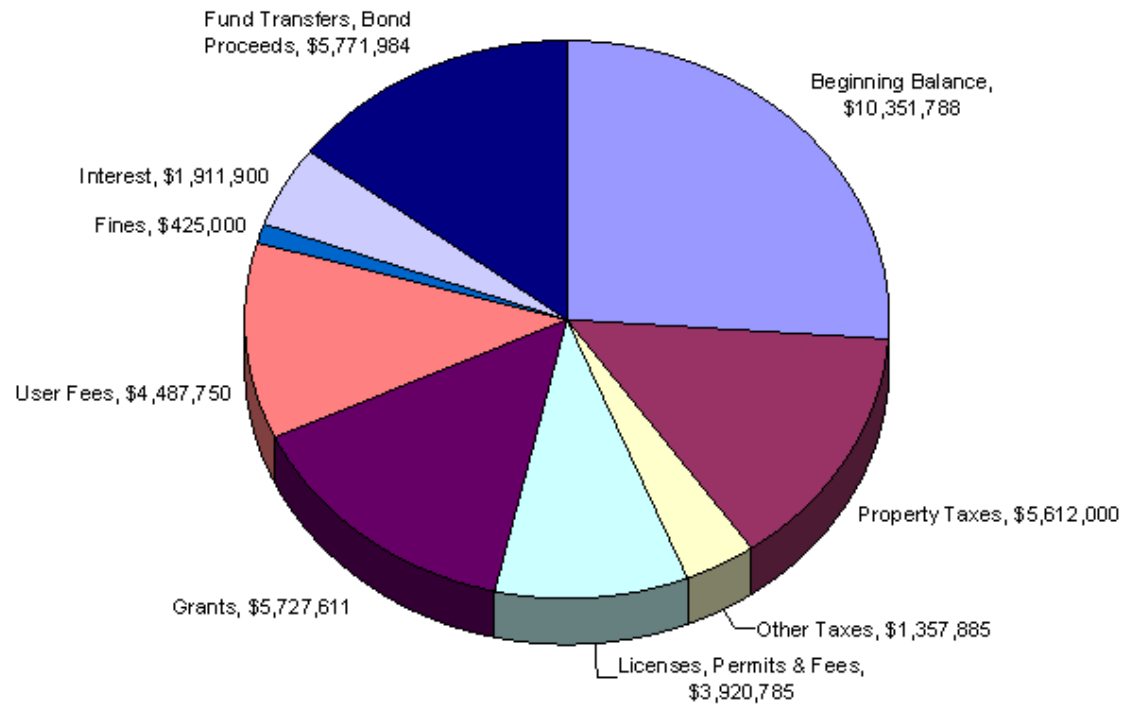
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Budgets for governments are broken into **funds**, based on the sources of revenue dedicated to each service. For example, the state and city fuel taxes can only be used for street improvements and maintenance, so a separate "Street Fund" is used to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

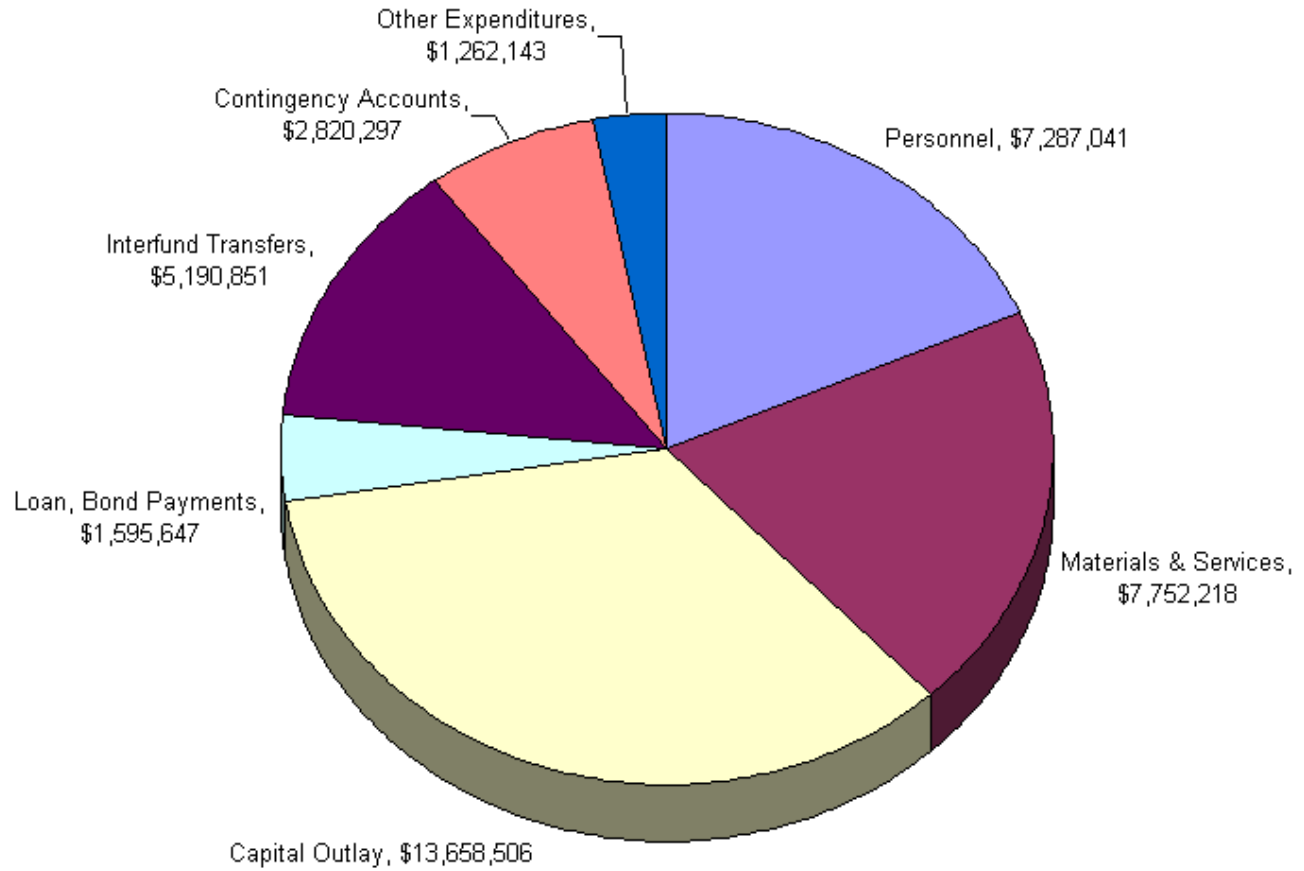
The chart below shows the relative sizes of the budget for each fund.



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



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



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

2001-03 Actual	2003-05 Actual		Fund	2005-07 Budget	2007-09 Budget
\$6,031,795	\$6,627,486	110	GENERAL FUND	\$9,076,979	\$11,114,322

\$3,351,422	\$1,467,109	240	STREET FUND	\$2,172,419	\$2,442,152
\$1,363,103	\$1,726,658	270	TRANSIT FUND	\$3,285,057	\$5,054,316
\$544,311	\$1,383,294	350	PARKS CAPITAL PROJECTS FUND	\$1,594,116	\$1,330,716
\$0	\$0	360	LID CAPITAL PROJECTS FUND	\$200,000	\$0
\$0	\$0	370	OP CTR CAPITAL PROJECTS FUND	\$0	\$4,866,362
\$64,965	\$148,991	410	G. O. DEBT SERVICE FUND	\$0	\$0
\$168,362	\$157,438	420	LID DEBT SERVICE FUND	\$365,047	\$268,670
\$130,951	\$103,495	430	INDUSTRIAL WAY DEBT SERVICE FD	\$218,135	\$0
\$0	\$0	440	SEWER BOND RESERVE FUND	\$0	\$886,000
\$1,338,282	\$2,564,702	520	WATER FUND	\$7,489,812	\$5,316,730
\$1,915,747	\$3,773,893	530	SEWER FUND	\$4,503,112	\$4,696,377
\$359	\$35,304	550	STORMWATER	\$1,329,860	\$488,092
\$184,092	\$273,262	560	TELECOMMUNICATIONS	\$450,391	\$517,291
\$570,394	\$851,780	720	URBAN RENEWAL	\$3,509,654	\$4,339,675
\$15,663,782	\$19,113,413	TOTAL, ALL FUNDS		\$34,194,582	\$41,320,703

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

2001-03 Actual	2003-05 Actual		Fund	2005-07 Budget	2007-09 Budget
\$6,027,255	\$6,547,486	110	GENERAL FUND	\$7,825,236	\$9,092,712
\$3,288,343	\$1,400,245	240	STREET FUND	\$2,084,919	\$1,893,907

\$1,308,365	\$1,668,636	270	TRANSIT FUND	\$3,031,007	\$2,758,522
\$544,311	\$1,383,294	350	PARKS CAPITAL PROJECTS FUND	\$1,550,100	\$1,326,200
\$0	\$0	360	LID CAPITAL PROJECTS FUND	\$200,000	\$0
\$0	\$0	370	OP CTR CAPITAL PROJECTS FUND	\$0	\$4,865,949
\$64,965	\$31,050	410	G. O. DEBT SERVICE FUND	\$0	\$0
\$168,362	\$157,438	420	LID DEBT SERVICE FUND	\$194,801	\$217,527
\$130,951	\$103,495	430	INDUSTRIAL WAY DEBT SERVICE FD	\$135,575	\$0
\$0	\$0	440	SEWER BOND RESERVE FUND	\$0	\$0
\$943,068	\$1,915,960	520	WATER FUND	\$2,672,957	\$3,934,139
\$1,607,853	\$3,159,929	530	SEWER FUND	\$2,725,667	\$3,302,481
\$0	\$35,304	550	STORMWATER	\$1,294,000	\$281,389
\$184,092	\$273,262	560	TELECOMMUNICATIONS	\$447,118	\$497,262
\$556,771	\$837,340	720	URBAN RENEWAL	\$3,433,328	\$4,237,324
\$14,824,335	\$17,513,439	TOTAL, ALL FUNDS		\$25,594,708	\$32,407,412

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

2001-03 Actual	2003-05 Actual		Fund	2005-07 Budget	2007-09 Budget
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\$5,777,647	\$6,261,259	110	GENERAL FUND	\$7,355,976	\$8,633,662
\$553,313	\$873,091	240	STREET FUND	\$870,919	\$1,050,706
\$825,625	\$1,293,182	270	TRANSIT FUND	\$1,477,007	\$1,928,522
\$14,809	\$96,802	350	PARKS CAPITAL PROJECTS FUND	\$11,100	\$6,200
\$0	\$0	360	LID CAPITAL PROJECTS FUND	\$0	\$0
\$0	\$0	370	OP CTR CAPITAL PROJECTS FUND	\$0	\$141,449
\$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
\$882,543	\$1,089,391	520	WATER FUND	\$1,217,907	\$1,326,139
\$1,107,443	\$1,133,305	530	SEWER FUND	\$1,302,167	\$1,528,981
\$0	\$35,304	550	STORMWATER	\$129,500	\$163,524
\$128,089	\$190,958	560	TELECOMMUNICATIONS	\$202,518	\$178,752
\$66,936	\$73,239	720	URBAN RENEWAL	\$78,428	\$81,324
\$9,356,406	\$11,046,530	TOTAL, ALL FUNDS		\$12,645,522	\$15,039,259

Next: [The General Fund](#)



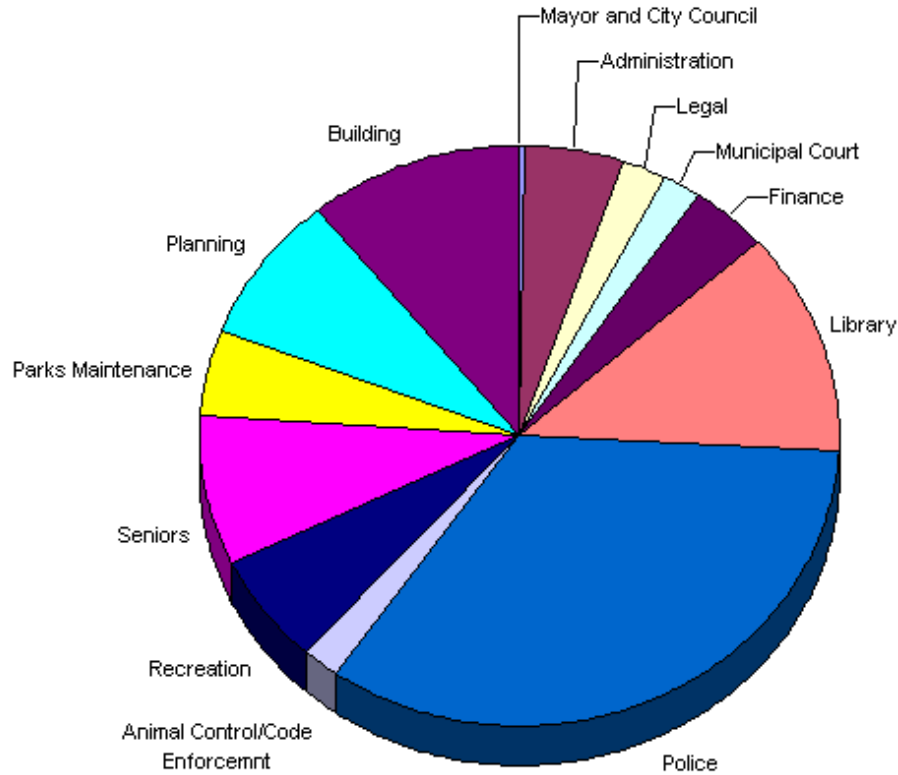
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The General Fund includes all services that are funded through general taxes and fees. In other words, it includes all city programs **except** those that are paid for through dedicated taxes (for example, the state and city gas taxes) or fees (for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

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

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



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

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

BUDGETS FOR DEPARTMENTS WITHIN THE GENERAL FUND

2001-03 Actual	2003-05 Actual		Department	2005-07 Budget	2007-09 Budget
\$0	\$0	000	Revenue	\$0	\$0
\$23,410	\$25,037	024	Mayor and City Council	\$49,780	\$35,950
\$274,484	\$296,889	025	Administration	\$348,573	\$459,031

\$88,587	\$134,305	026	Legal	\$130,000	\$198,000
\$162,168	\$114,126	027	Municipal Court	\$157,075	\$171,404
\$254,967	\$270,068	028	Finance	\$329,219	\$355,898
\$904,909	\$952,473	029	Library	\$1,032,645	\$1,143,120
\$2,041,007	\$2,316,241	030	Police	\$2,496,168	\$3,107,478
\$93,935	\$103,457	031	Animal Control/Code Enforcemnt	\$155,130	\$174,988
\$340,450	\$320,013	033	Recreation	\$466,942	\$553,668
\$518,136	\$536,455	034	Seniors	\$660,515	\$754,944
\$203,907	\$246,987	035	Parks Maintenance	\$384,411	\$450,757
\$368,652	\$335,333	036	Planning	\$686,184	\$752,217
\$289,072	\$365,341	037	Building	\$838,027	\$989,906
\$468,111	\$610,761	039	Non-Departmental	\$1,342,310	\$1,966,961

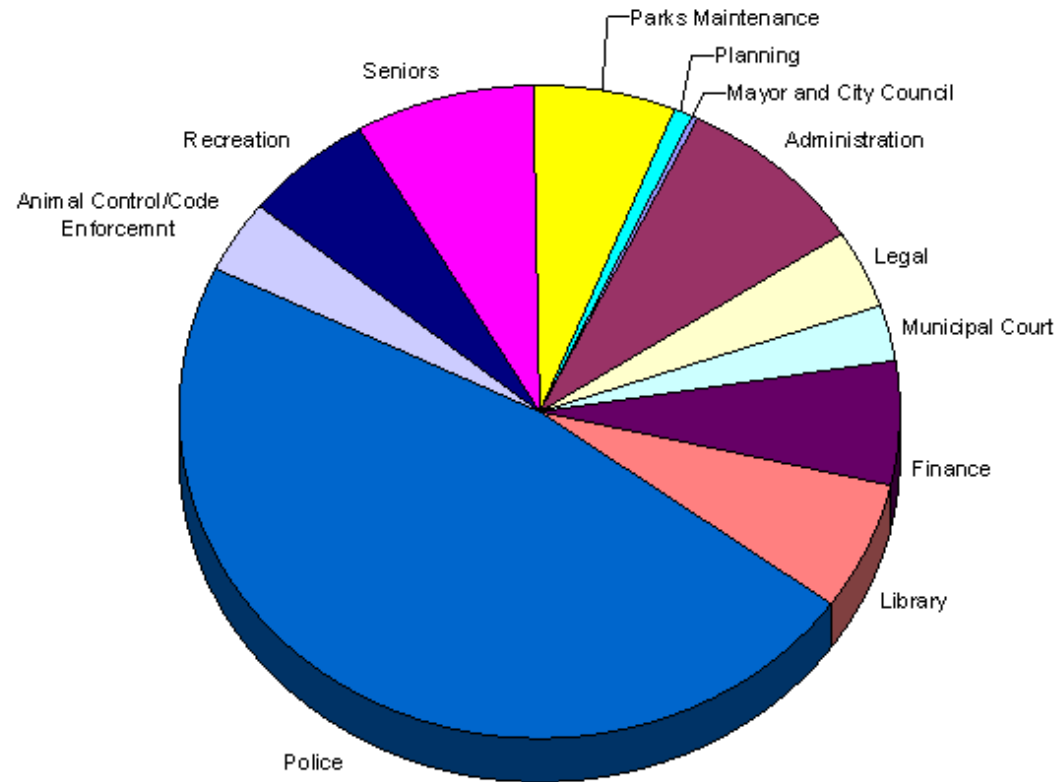
The table below gives the expenditure budgets **net of** departmental revenues. This gives a more clear picture of the amount of the department or program funded through general taxes.

GENERAL FUND BUDGETS NET OF REVENUES

2001-03 Actual	2003-05 Actual		Department	2005-07 Budget	2007-09 Budget
-\$5,454,038	-\$5,458,772	000	Revenue	-\$5,709,464	-\$7,081,587
\$13,149	\$13,556	024	Mayor and City Council	\$30,917	\$10,275
\$257,381	\$293,299	025	Administration	\$336,567	\$455,579
\$88,587	\$134,305	026	Legal	\$130,000	\$198,000
\$157,168	\$81,708	027	Municipal Court	\$127,303	\$135,691
\$234,357	\$270,068	028	Finance	\$321,477	\$314,791
-\$320,970	-\$81,969	029	Library	\$240,000	\$340,250
\$1,532,926	\$1,733,982	030	Police	\$2,056,370	\$2,447,003
\$76,635	\$103,020	031	Animal Control/Code Enforcemnt	\$155,130	\$174,988
\$197,815	\$195,849	033	Recreation	\$291,205	\$308,624
\$236,928	\$279,044	034	Seniors	\$351,243	\$421,053

\$192,058	\$246,987	035	Parks Maintenance	\$320,596	\$330,280
-\$429,870	-\$345,074	036	Planning	\$56,347	\$37,031
-\$813,786	-\$570,572	037	Building	-\$50,000	-\$58,939
\$468,111	\$610,761	039	Non-Departmental	\$1,342,310	\$1,966,961

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:	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

2001-03 Actual	2003-05 Actual		Object	2005-07 Budget	2007-09 Budget	
\$1,661,970	\$848,834	401000	GF Beg. Working Capital	\$951,055	\$1,212,258	Note
\$2,549,489	\$2,974,769	410100	GF Current Yr Property Tax	\$3,306,402	\$3,900,000	Note
\$27,497	\$61,908	410200	GF Delinquent Property Tax	\$0		Note
\$28,953	\$23,585	411100	GF Transient Room Tax	\$28,000	\$30,000	Note
\$274,643	\$297,089	431001	GF Franchise Fee -PGE/Enron	\$323,154	\$366,327	Note
\$77,554	\$67,485	431002	GF Franchise Fee - GTE	\$64,000	\$73,248	Note
\$14,235	\$18,365	431003	GF Franchise Fee - garbage	\$54,810	\$62,730	Note
\$46,840	\$41,624	431004	GF Franchise Fee - cable	\$40,000	\$45,780	Note
\$89,887	\$105,425	431005	GF Franchise Fee -- NW Gas	\$107,718	\$250,000	Note
\$73,401	\$85,816	432100	GF Business License	\$87,506	\$140,000	Note
\$1,600	\$2,245	432400	GF Liquor Licenses	\$2,000	\$2,000	Note

\$101,050	\$111,453	441110	GF State Shared - Liquor	\$118,276	\$154,000	Note
\$63,758	\$76,158	441120	GF State Shared - Rev. Shar	\$71,040	\$94,000	Note
\$22,460	\$21,480	441130	GF State Shared - Cig. Tax	\$22,760	\$21,000	Note
\$0	\$0	441240	GF Tourism Development Grants	\$0	\$60,000	
\$0	\$25,000	441300	GF Miscellaneous grants	\$0		Note
\$0	\$1,025	442300	GF County - Diversion Grant	\$0		
\$5,551	\$8,774	454400	GF Erosion Control Plan Reveiw	\$0		
\$246	\$220	454500	GF City Adm. Fee	\$0		
\$28,344	\$20,940	455100	GF Lien Search Fees	\$23,000	\$8,000	Note
\$65,872	\$85,370	471100	GF Interest	\$60,000	\$110,000	Note
\$2,410	\$2,155	475501	GF Adopt A Basket	\$2,500		Note
\$14,382	\$103,660	478000	GF Miscellaneous	\$20,000	\$10,000	
\$0	\$35,418	478026	Ortiz Logging Settlement	\$0		
\$92	\$0	479000	GF Surplus Property Sales	\$0		
\$63,079	\$66,864	490240	GF Transfer from Street Fd	\$82,230	\$105,789	Note
\$54,738	\$58,022	490270	GF Transfer from Transit Fd	\$88,051	\$125,693	Note
\$13,623	\$14,440	490272	GF Transf fr Urban Renewal	\$16,111	\$15,918	Note
\$0	\$117,941	490410	GF Transfer fm GO Debt Svce Fd	\$0	\$0	
\$74,285	\$78,742	490520	GF Transfer from Water Fd	\$106,844	\$124,057	Note
\$98,079	\$103,964	490530	GF Transfer from Sewer Fd	\$116,872	\$137,296	Note
\$0	\$0	490540	GF Transfer from Telecom	\$0	\$8,105	
\$0	\$0	490550	GF Transfer from Stormwater	\$17,135	\$25,386	Note
\$5,454,038	\$5,458,772		TOTAL REVENUES	\$5,709,464	\$7,081,587	

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 [2007-09 Council Goals](#) statement.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$10,261	\$11,481	Beginning Balance	\$18,863	\$25,675

\$10,261	\$11,481	TOTAL REVENUES	\$18,863	\$25,675
EXPENDITURES				
\$20,232	\$24,823	Materials & Supplies	\$39,780	\$28,950
\$3,178	\$215	Capital Outlay	\$0	\$4,000
\$0	\$0	Contingency	\$10,000	\$3,000
\$23,410	\$25,037	TOTAL EXPENDITURES	\$49,780	\$35,950
\$13,149	\$13,556	TOTAL NET BUDGET	\$30,917	\$10,275

Next program: [administration](#)

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$10,261	\$11,481	401100	City Council begining balance	\$18,863	\$25,675	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$1,329	\$1,709	601100	GFcc Supplies	\$1,600	\$3,100	
\$185	\$582	601200	GFcc Postage	\$1,500	\$500	
\$101	\$251	601300	GFcc Printing	\$300	\$0	
\$1,796	\$1,935	601400	GFcc Copier charges	\$2,000	\$1,500	
\$5,948	\$900	601500	GFcc Public Notices	\$3,000	\$1,300	
\$15	\$0	601600	GFcc Organizational Fees	\$0	\$0	
\$117	\$1,160	601700	GFcc Memberships	\$500	\$150	
\$0	\$0	601800	GFcc Books and subscriptions	\$200	\$0	
\$4,240	\$7,406	602200	GFcc Conferences	\$12,000	\$7,500	Conferences include National League of Cities, League of Oregon Cities, Oregon Mayors Association, and other local training sessions.
\$374	\$50	602300	GFcc Training, Prof. Advmt.	\$500	\$0	
\$423	\$415	602500	GFcc Meetings & Meals	\$600	\$300	
\$1,112	\$1,314	603100	GFcc Mileage Reimbursement	\$1,500	\$1,500	
\$245	\$124	604100	GFcc Repair and Maintenance	\$200	\$0	
\$180	\$175	605100	GFcc Contractual Services	\$0	\$0	
\$0	\$3,545	607100	GFcc Utilities SandyNet	\$10,080	\$4,000	
\$1,101	\$879	624100	GFcc Clackamas Cities Dinners	\$1,000	\$800	
\$606	\$1,968	624200	GFcc Council Work Sessions	\$2,000	\$2,800	
\$628	\$0	624300	GFcc Mayor and Council expense	\$0	\$0	
\$1,832	\$2,411	624600	GFcc Prog. - Volunteer Recogn.	\$2,800	\$3,500	The Council hosts a volunteer recognition picnic every September.
\$0	\$0	624700	GFcc Centennial Committee	\$0	\$2,000	

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$3,178	\$215	740000	GFcc Furniture and Office Eq.	\$0	\$4,000	Upgrade 4 Council Chambers computers.
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Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	951000	GFcc Council Dept Contingency	\$10,000	\$3,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
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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: Complete downtown projects per the Urban Renewal Plan.	Downtown parking lot was completed in early 2007. Downtown utility undergrounding and streetscape work will begin in FY2007-08.
Council goal: Explore the feasibility of an office building featuring executive suites.	A market analysis was completed for a potential downtown office building.
Council goal: Pursue creation of a downtown public plaza.	Land for a plaza was purchased in 2006, and preliminary designs are underway.
Council goal: Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities.	Neighborhood meeting held at Sandy Vista housing project. An agreement was signed for free Internet service to the residents.

OBJECTIVES FOR THE NEXT BIENNIUM

Council goals:

- Construct a combined transit and public works operations center.
- Explore construction of a combined police/fire building.
- Identify locations for an expanded Sandy Post Office.
- Encourage development of destination restaurants.
- Consider creation of a new Urban Renewal District after the existing district expires.
- Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$17,103	\$3,590	Beginning Balance	\$12,006	\$3,452
\$17,103	\$3,590	TOTAL REVENUES	\$12,006	\$3,452

EXPENDITURES

\$260,990	\$284,077	Personnel	\$318,659	\$402,051
\$11,655	\$11,436	Materials & Supplies	\$24,914	\$30,480
\$1,838	\$1,376	Capital Outlay	\$0	\$21,500
\$0	\$0	Contingency	\$5,000	\$5,000
\$274,484	\$296,889	TOTAL EXPENDITURES	\$348,573	\$459,031
\$257,381	\$293,299	TOTAL NET BUDGET	\$336,567	\$455,579

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.93	0.93	City Manager	0.93	0.93
0.4	0.2	Clerk/Receptionist	0.34	0.25
0.2	0.2	Court Clerk	0.2	0.2
0	0	IT Manager	0	0.5
0.2	0.2	Permit Clerk	0.2	0.2
0.1	0.3	Secretary	0	0
0	0	Utility Clerk	0.2	0.2

1.83	1.83	TOTAL STAFF	1.87	2.28
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Next program: [City Attorney](#)

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$17,103	\$3,590	401100	GF adm Beginning Balance	\$12,006	\$3,452	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$211,297	\$217,557	511100	GFadm Salaries	\$226,874	\$283,332	
\$0	\$173	511200	GFadm Overtime	\$0	\$0	
\$15,719	\$22,667	521100	GFadm Benefits City pd M&D	\$30,498	\$41,603	
\$18,248	\$20,100	521200	GFadm Benefits City pd FICA/me	\$17,359	\$21,669	
\$3,615	\$5,549	521300	GFadm Benefits City pd PERS	\$36,703	\$35,898	
\$10,489	\$14,481	521360	GFadm Benefits City pd Df.Comp	\$0	\$0	
\$114	\$431	521400	GFadm Benefits City pd LifeIns	\$4,992	\$14,960	
\$285	\$1,639	521600	GFadm Pr tax Unemployment	\$1,653	\$2,064	
\$1,209	\$1,369	521800	GFadm Pr tax Workers Comp	\$580	\$2,425	
\$0	\$40	521901	GFadm Other - drug tests	\$0	\$0	
\$14	\$72	522100	GFadm FlexPd-Service Charge	\$0	\$100	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

2001-03	2003-05	Object Description	2005-07	2007-09	Note
Actual	Actual		Budget	Budget	
\$593	\$895	601100 GFadm Supplies	\$800	\$800	
\$1,421	\$824	601200 GFadm Postage	\$1,000	\$1,000	
\$0	\$64	601300 GFadm Printing	\$0	\$0	
\$502	\$532	601400 GFadm Copier charges	\$500	\$600	
\$2,046	\$1,640	601700 GFadm Memberships	\$2,000	\$2,400	
\$422	\$197	601800 GFadm Books and Subscriptions	\$250	\$250	
\$3,505	\$3,811	602200 GFadm Conferences	\$6,000	\$6,000	Conferences include International City Management Association, League of Oregon Cities, and Northwest City Managers meetings.
\$72	\$210	602300 Gfadm Training, Prof. Adv.	\$5,114	\$10,200	6 hrs/term PhD program
\$206	\$187	602500 GFadm Meetings & Meals	\$250	\$250	
\$2,390	\$2,737	603100 GFadm Mileage reimbursement	\$8,400	\$8,400	
\$210	\$0	604100 GFadm Repair and Maintenance	\$200	\$200	
\$237	\$323	607100 GFadm Utilities	\$380	\$380	
\$50	\$15	610200 GFadm Bank Charges	\$20	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	740000	GFadm Furniture & Office Equip	\$0	\$20,000	Startup costs for IT manager
\$1,838	\$1,376	740100	GFadm Computer Equipment	\$0	\$1,500	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	951000	GFadm Adm. Dept. Contingency	\$5,000	\$5,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
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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

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
No records returned.				
\$0	\$0	TOTAL REVENUES	\$0	\$0

EXPENDITURES

\$88,587	\$134,305	Materials & Supplies	\$130,000	\$198,000
\$88,587	\$134,305	TOTAL EXPENDITURES	\$130,000	\$198,000
\$88,587	\$134,305	TOTAL NET BUDGET	\$130,000	\$198,000

Next program: [Municipal Court](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$11	\$0	601200	GFleg Postage	\$0		
\$5	\$0	601400	GFleg Copier charges	\$0		
\$33	\$0	608100	GFleg City Attorney	\$0		
\$12,005	\$0	608101	GFleg City Attorney -Ortiz lit	\$0		A Circuit Court decision was made in 2000 in the city's favor. An appeal was filed and is in process.
\$76,532	\$134,305	608102	GFleg City Attorneys	\$130,000	\$198,000	Costs are billed based on time spent on City of Sandy issues.



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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

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$5,000	\$32,418	Beginning Balance	\$29,772	\$35,713
\$5,000	\$32,418	TOTAL REVENUES	\$29,772	\$35,713

EXPENDITURES

\$79,650	\$97,967	Personnel	\$113,070	\$136,304
\$82,465	\$11,295	Materials & Supplies	\$18,505	\$18,100
\$54	\$4,865	Capital Outlay	\$5,500	\$7,000
\$0	\$0	Contingency	\$20,000	\$10,000
\$162,168	\$114,126	TOTAL EXPENDITURES	\$157,075	\$171,404
\$157,168	\$81,708	TOTAL NET BUDGET	\$127,303	\$135,691

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.1	0.2	Clerk/Receptionist	0.22	0.4
0.8	0.8	Court Clerk	0.8	0.8
0.05	0.05	Permit Clerk	0.05	0
0.95	1.05	TOTAL STAFF	1.07	1.2

Next Program: [Finance](#)

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$5,000	\$32,418	401100	Municip Court Begining Balan	\$29,772	\$35,713	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$58,639	\$71,018	511100	GFmc Salaries	\$76,251	\$93,971	
\$33	\$0	511200	GFmc Overtime	\$0	\$0	
\$5,961	\$10,063	521100	GFmc Benefits City pd M & D	\$17,404	\$21,223	
\$9,333	\$9,081	521200	GFmc Benefits City pd FICA/med	\$5,840	\$7,188	
\$5,216	\$6,568	521300	GFmc Benefits City pd PERS	\$12,354	\$12,348	
\$69	\$239	521400	GFmc Benefits City pd Life Ins	\$405	\$453	
\$32	\$535	521600	GFmc Pr tax Unemployment	\$558	\$684	
\$309	\$342	521800	GFmc Pr tax Workers Comp.	\$258	\$316	
\$58	\$122	522100	GFmc FlexPd-Service Charge	\$0	\$121	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$1,830	\$1,499	601100	GFmc Supplies	\$1,500	\$1,400	
\$1,858	\$1,389	601200	GFmc Postage	\$1,700	\$1,800	
\$92	\$399	601300	GFmc Printing	\$600	\$400	
\$274	\$329	601400	GFmc Copier charges	\$300	\$300	
\$325	\$345	601700	GFmc Memberships	\$300	\$300	
\$54	\$58	601800	GFmc Books and Subscriptions	\$100	\$100	
\$461	\$630	602200	GFmc Conferences	\$880	\$650	
\$73	\$295	603100	GFmc Mileage Reimbursement	\$390	\$150	
\$0	\$96	604100	GFmc Repairs and Maintenance	\$135	\$0	
\$0	\$1,000	605100	GFmc Contractual Services	\$1,400	\$0	
\$7,710	\$10,290	608300	GFmc Municipal Court Judge	\$11,200	\$13,000	The city contracts for service; costs are billed based on actual hours.
\$69,787	-\$5,035	627100	GFmc State/County Court Assmts	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	740000	GFmc Furniture and Office Eq.	\$2,000	\$2,000	
\$54	\$4,865	740100	GFmc Computer equipment	\$3,500	\$5,000	Computer replacement; court software.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	951000	GFmc Mun. Court D Contingency	\$20,000	\$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
Explore obtaining a new insurance agent for the city or procuring insurance coverage direct without the services of an agent.	Obtained insurance coverage direct through CCIS and obtained better service and increased coverage with a decrease in premium of 7.4% the 1st year and 8.2% the 2nd year.
Work with software provider to develop software capable of handling a biennial budget.	Arranged an upgrade at no cost to the City to facilitate a biennial budget, exact method to do so to be revealed to the City in March 07
Obtain outside billing and mailing service to facilitate utility billings to city customers.	Contracted with Databar, Washougal, WA that resulted in lower cost to the city and a more professional looking billing statement.

OBJECTIVES FOR THE NEXT BIENNIUM

- 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.
- Explore and perhaps implement online bill pay as there have been increasing requests from customers to do so.
- Research and explore options to upgrade our Visa machine and Fax machine.
- 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.
- Publish Comprehensive Annual Financial Report to the City Web Site.
- Contract with Springbrook to implement new AP and PR check signatures on checks as they are printed.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$20,610	\$0	Beginning Balance	\$7,742	\$41,107
\$20,610	\$0	TOTAL REVENUES	\$7,742	\$41,107

EXPENDITURES

\$232,825	\$252,278	Personnel	\$300,399	\$326,298
\$21,611	\$16,872	Materials & Supplies	\$25,400	\$17,800
\$531	\$918	Capital Outlay	\$2,500	\$1,800
\$0	\$0	Contingency	\$920	\$10,000
\$254,967	\$270,068	TOTAL EXPENDITURES	\$329,219	\$355,898
\$234,357	\$270,068	TOTAL NET BUDGET	\$321,477	\$314,791

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.6	1	Acctg. Clerk	1	1
1	1	Finance Director	1	1
1.6	2	TOTAL STAFF	2	2

Next Program: [Library](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$20,610	\$0	401100	Finance Beginning Balance	\$7,742	\$41,107	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$177,958	\$192,670	511100	GFfin Salaries	\$212,281	\$238,915	
\$11,570	\$12,409	521100	GFfin Benefits City pd M & D	\$34,462	\$34,407	
\$2,418	\$4,744	521150	GFfin Benefits Kaiser City PD	\$0	\$0	
\$17,122	\$20,713	521200	GFfin Benefits City pd FICA/me	\$16,240	\$18,270	
\$15,842	\$17,822	521300	GFfin Benefits City pd PERS	\$34,390	\$31,390	
\$6,636	\$920	521360	GFfin Benefits City pd Df.Comp	\$0	\$0	
\$174	\$561	521400	GFfin Benefits City pd LifeIns	\$756	\$756	
\$178	\$1,452	521600	GFfin Pr tax Unemployment	\$1,550	\$1,750	
\$855	\$844	521800	GFfin Pr tax Workers Comp.	\$720	\$810	
\$72	\$144	522100	GFfin FlexPd-Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$3,015	\$3,242	601100	GFFin Supplies	\$4,600	\$6,000	
\$1,919	\$1,727	601200	GFFin Postage	\$2,000	\$1,500	
\$2,152	\$376	601300	GFFin Printing	\$1,000	\$400	
\$878	\$605	601400	GFFin Copier charges	\$600	\$400	
\$1,291	\$336	601500	GFFin Public Notices	\$300	\$300	
\$0	\$275	601600	GFFin Organizational Fees	\$600	\$500	
\$655	\$640	601700	GFFin Memberships	\$600	\$600	
\$443	\$158	601800	GFFin Books and Subscriptions	\$500	\$300	
\$0	\$0	602100	GFFin Employee Recruitment	\$0	\$1,000	
\$1,047	\$1,637	602200	GFFin Conferences	\$2,500	\$1,500	Conferences include Oregon Municipal Finance Officers Association.
\$2,107	\$765	602300	GFFin Training, Prof. Adv.	\$2,000	\$500	
\$87	\$105	602500	GFFin Meetings & Meals	\$300	\$200	
\$667	\$525	603100	GFFin Mileage Reimbursement	\$700	\$500	
\$1,284	\$429	604100	GFFin Repairs and Maintenance	\$1,500	\$600	
\$3,959	\$4,358	605100	GFFin Contractual Services	\$6,000	\$2,000	
\$1,650	\$1,650	609100	GFFin Insurance	\$2,000	\$1,500	
\$457	\$43	628100	GFFin Bank Charges	\$200	\$0	

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	740000	GFfin Furniture & Office Equip	\$1,000	\$1,000	
\$531	\$918	740100	GFfin Computer Equipment	\$1,500	\$800	

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	951000	GFfin Finance Dept Contingency	\$920	\$10,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
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Department/Program:	029 Library
Fund:	110 General Fund

The Sandy Library is a community-gathering place for over 13,000 card-holding patrons. The library provides over 52,000 holdings including books, magazines, audiocassettes, videos, DVDs, compact discs, Internet access and reference assistance in a friendly, customer-oriented atmosphere. Support of the library's budget is circulation and population-based, and is funded through the Clackamas County general fund (formerly the library levy), fines, donations and miscellaneous fees.

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

PAST GOALS	ACCOMPLISHMENTS
Maintain excellent service practices, in spite of decreased hours and funding levels.	In spite of our funding shortage, we've been able to replace/relocate our computers with used ones donated by Nautilus, Intel and Starseed Foundation. Hours: Because of the 04 levy failure; we eliminated 1 FTE and therefore had to decrease our hours by 18 per week in January 05. With the help of the Friends, we established a volunteer program to assist with the daily Interlibrary loan. We were able to add back 5 more service hours. At 56 per week, we are above Oregon State Library's "adequate" level, even though we are under their "threshold" level for staffing.

Establish Internet and software program training classes to increase technology confidence in library staff, so that our service to patrons will be more consistent.	We've had several staff development meetings on new equipment and new web services.
Continue the development of programs for children	We've developed and delivered programs in partnership with Starseed and the school district, to reach each grade level, kindergarten through high school.

OBJECTIVES FOR THE NEXT BIENNIUM

Consistent with the council goals for 07-09, the library has established its own goals:

- Replace computers as recommended by Network staff. We've come a long way with the donated computers we have now, but with the release of the Vista operating system, and the new Integrated library system coming this summer, we must beef up our infrastructure. (Council Goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth.).
- Train all staff on the new computer system and in new software programs: Envisionware, debt collect, statistical reports, etc. (Council goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth, Council goal #2: Manage growth pressures through careful planning).
- Make needed repairs to building: roof, doors, flooring, carpeting (Council goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth).
- 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 (Council Goal #3; Build the city's tax base by supporting and expanding the business community, Council Goal #4: Build on the city's superb quality of life).
- 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 (Council Goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth, Council Goal #2: Manage growth pressures through careful planning).
- Plan for growth. This involves growth in physical space, collection size (reach 85,000 items by 2015—Oregon State Library excellent level), staffing levels and service to the community. (See the Library Board's vision for the library in 2015) (Council Goal #1: Improve the city's infrastructure to meet current standards and provide for managed future growth).
- Consider relocating the police station (Council Goal #2: Manage growth pressures through careful planning).

BUDGET NOTES:

The 2007-09 budget includes increased staffing levels, and increases in the materials budget (books, videos, etc.) compared to 2005-07.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$469,467	\$194,153	<u>Beginning Balance</u>	\$43,345	\$79,370
\$756,412	\$840,288	<u>Revenue</u>	\$749,300	\$723,500
\$1,225,879	\$1,034,441	TOTAL REVENUES	\$792,645	\$802,870

EXPENDITURES

\$576,583	\$685,673	<u>Personnel</u>	\$787,038	\$839,900
\$249,713	\$258,113	<u>Materials & Supplies</u>	\$244,107	\$266,870
\$74,073	\$8,687	<u>Capital Outlay</u>	\$1,500	\$36,350
\$4,540	\$0	<u>Contingency</u>	\$0	\$0
\$904,909	\$952,473	TOTAL EXPENDITURES	\$1,032,645	\$1,143,120
-\$320,970	-\$81,969	TOTAL NET BUDGET	\$240,000	\$340,250

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0	0.74	Children's Librarian	0.6	0.6
0	0.6	Lib. Catalog Specialist	0.6	0.6
5	3.14	Library Aide	1.5	2.4
0	0	Library Aide, Temp	0	0.85
0	1.65	Library Assistant	2	1
1	1	Library Director	1	1
0.88	0.88	Reference Librarian	0.88	0.88
0	0	Shelvers	0.5	0.53
1	0	Tech Svcs Librarian	0	0
7.88	8.01	TOTAL STAFF	7.08	7.86

Next program: [Police](#)

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$469,467	\$194,153	401100	Library Beginning Balance	\$43,345	\$79,370	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$7,073	\$6,916	441210	GFlib State Library Grant	\$6,000	\$6,000	Modest estimate: Co. warns that amounts will decrease, possibly to 0.
\$691,850	\$761,358	442100	GFlib County - Library Levy	\$660,000	\$650,000	Clackamas County collects property tax for library services and re-distributes it to city and county branch libraries based on a formula of total circulation and population served. The County has diverted growth in property tax revenue to other county services.
\$41,750	\$54,478	463100	GFlib Library Fines	\$67,000	\$55,000	
\$9,589	\$17,005	477100	GFlib Misc Library (copier)	\$16,000	\$12,000	Copies and printouts are 10 cents each
\$152	\$310	477110	GFlib Lost/Paid Items	\$0	\$0	
\$1,283	\$100	477200	GFlib Summer Reading Program	\$0	\$500	Donations from businesses are often in-kind
\$0	\$0	477300	GFlib Library Book Mailing	\$300	\$0	
\$4,610	\$120	477400	GFlib Brick Sales	\$0	\$0	
\$105	\$0	479000	GFlib Surplus Sale	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$431,786	\$513,279	511100	GFlib Salaries	\$534,104	\$604,803	
\$63,446	\$79,079	521100	GFlib Benefits City pd M & D	\$120,616	\$107,021	
\$35,055	\$46,474	521200	GFlib Benefits City pd FICA/me	\$40,870	\$46,290	
\$31,999	\$38,322	521300	GFlib Benefits City pd PERS	\$83,490	\$72,980	
\$10,593	\$19	521360	GFlib Benefits City pd Df Comp	\$0		
\$250	\$1,385	521400	GFlib Benefits City pd LifeIns	\$2,228	\$2,356	
\$439	\$3,866	521600	GFlib Pr tax Unemployment	\$3,910	\$4,410	
\$2,677	\$2,682	521800	GFlib Pr tax Workers Comp.	\$1,820	\$2,040	
\$200	\$280	521901	GFlib Other - drug tests	\$0		
\$138	\$288	522100	GFlib FlexPd-Service Charge	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$18,594	\$18,806	601100	GFlib Supplies	\$17,000	\$15,000	processing, bathroom, office, misc. supplies
\$1,113	\$1,061	601200	GFlib Postage	\$1,000	\$700	
\$344	\$871	601300	GFlib Printing	\$200	\$300	registration cards, stationary, etc.
\$5	\$5	601400	GFlib Copier charges	\$13	\$10	for copies made at city hall
\$202	\$0	601500	GFlib Public Notices	\$0	\$0	
\$53	\$0	601600	GFlib Organizational Fees	\$0	\$50	
\$459	\$552	601700	GFlib Memberships	\$300	\$400	OLA, ALA
\$515	\$509	601800	GFlib Books & Subs. (NOT LIBR)	\$300	\$0	
\$294	\$0	602100	GFlib Employee Recruitment	\$0	\$0	
\$499	\$363	602200	GFlib Conferences	\$0	\$0	
\$333	\$9,158	602300	GFlib Training, Prof. Adv.	\$18,000	\$4,000	staff education and training
\$46	\$23	602500	GFlib Meetings & Meals	\$0	\$0	
\$1,581	\$1,031	603100	GFlib Mileage Reimbursement	\$1,000	\$800	
\$13,067	\$7,306	604100	GFlib Repairs and Maintenance	\$7,000	\$6,000	move landscaping to 605100, Need funding to replace front doors

\$7,935	\$13,739	605100	GFlib Contractual Services	\$14,400	\$20,600	Janitorial, alarm, landscaping, rugs, furnice, copy machine, pest control
\$25,416	\$28,406	607100	GFlib Utilities	\$26,200	\$30,000	energy efficient lighting in place
\$256	\$1,388	608100	GFlib Professional Services	\$1,200	\$300	move pest control to 605100
\$4,222	\$6,048	609100	GFlib Insurance	\$7,000	\$6,000	
\$15	\$98	628200	GFlib Visa Merchant Fee	\$100	\$0	
\$128,082	\$116,050	629101	GFlib Library Books	\$100,394	\$134,000	Includes \$20k over base budget; restores materials budget to 05-07 level.
\$6,060	\$6,412	629102	GFlib Library magazines	\$5,000	\$7,110	includes magazine subscriptions and newspaper subscriptions
\$15,913	\$17,493	629103	GFlib Videos/DVD's	\$20,000	\$20,000	Very popular materials
\$3,095	\$4,733	629104	GFlib Library Reference CD's	\$4,000	\$3,000	For Baker and Taylor software
\$934	\$1,354	629105	GFlib CD Rom software	\$2,000	\$1,000	
\$2,498	\$3,603	629106	GFlib CD Music	\$5,000	\$2,800	
\$5,898	\$9,399	629107	GFlib Audio Books	\$0	\$2,800	
\$1,441	\$912	629108	GFlib Program-story time	\$3,000	\$1,000	
\$4,005	\$2,796	629200	GFlib Progr. -Child. State Lib	\$6,000	\$6,000	
\$5,669	\$5,819	629300	GFlib Program - Summer Reading	\$5,000	\$5,000	
\$1,170	\$180	629400	GFlib Brick Sale expenses	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$43,811	\$0	716020	GFlib Sidewalk Project	\$0	\$0	
\$11,910	\$2,243	721009	GFlib New Roof	\$0	\$0	
\$10,722	\$0	722101	GFlib Library Expansion proj.	\$0	\$0	
\$4,868	\$3,070	740000	GFlib Furniture & Office Eq	\$0	\$24,350	Front desk (2k), flooring (7.9k), doors (7.5k), electrical (1k), computer desks (2.7k), shelving (3.25k)
\$2,761	\$3,374	740100	GFlib Computer Equipment	\$1,500	\$12,000	Upgrade PCs for new system.

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$4,540	\$0	951000	GFlib Library Dept Contingency	\$0	\$0
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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 and one officer is assigned part time to the Clackamas County Interagency Task Force. The school resource officer and one patrol officer have recently started attending 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. Office staff consists of one full-time and one half-time position. On average, there are 12 reserve officers and six explorers who serve in a variety of support functions.

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

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Reinstate the traffic enforcement program by hiring an additional officer.	An additional officer was hired and the neighborhood traffic enforcement program was reinstated.

Apply for federal funds for infrastructure fee for transition to the 800 MHz radio system.	Grant funds provided by Homeland Security Grants, has enabled the police department to pay infrastructure fee for partnership in 800 MHz radio system. Provides interoperable communications with other emergency service providers.
Complete transition to local lease/purchase plan for patrol vehicles.	The police department no longer participates in the State of Oregon vehicle lease program. Police vehicles are purchased from local car dealership.
Develop staff as topic-specific instructors for in-house training needs and partner with other agencies for additional training.	The department now has three certified field training officers. Several officers are certified instructors in a number of areas. Officers are encouraged to become instructors in areas of interest.
Expand participation in inter-agency teams.	Police Department now participates in Clackamas County Major Crime Team and Inter-agency Task Force.

OBJECTIVES FOR THE NEXT BIENNIUM

- Research possibility of joint Police/Fire facility (Council goal).
- Complete revision of department policy manual.
- Recruit coordinator for Neighborhood Watch Program.
- Research partnership between Neighborhood Watch and fire department CERT Program
- Update city emergency plan.
- Replace some aging speed detection equipment.
- Conduct full-scale critical incident exercise with county, state, and federal resources.

BUDGET NOTES

Budget includes an additional 1/2 FTE records clerk, an additional officer, and purchase of police equipment (video recorders for patrol cars, sidearms, tasers, and a copier).

REVENUES

2001-03 Actual	2003-05 Actual	Object	2005-07 Budget	2007-09 Budget
\$86,877	\$0	Beginning Balance	\$1,059	\$144,925

\$421,204	\$582,259	<u>Revenue</u>	\$438,739	\$515,550
\$508,081	\$582,259	TOTAL REVENUES	\$439,798	\$660,475
EXPENDITURES				
\$1,627,574	\$1,684,646	<u>Personnel</u>	\$2,017,256	\$2,327,269
\$396,591	\$496,232	<u>Materials & Supplies</u>	\$460,112	\$650,709
\$16,842	\$135,363	<u>Capital Outlay</u>	\$10,000	\$99,500
\$0	\$0	<u>Contingency</u>	\$8,800	\$30,000
\$2,041,007	\$2,316,241	TOTAL EXPENDITURES	\$2,496,168	\$3,107,478
\$1,532,926	\$1,733,982	TOTAL NET BUDGET	\$2,056,370	\$2,447,003

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
1	1	Lieutenant	0	0
0.28	0	Mechanic	0	0
1	1	Office Manager	1	1
9	8	Officer	8	9
1	1	Police Chief	1	1
0.5	0.5	Records Clerk/Secretary	0.5	1
0	0	Sergeant	2	2
12.78	11.5	TOTAL STAFF	12.5	14

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

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$86,877	\$0	401100	Police Beginning Balance	\$1,059	\$144,925	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$47,248	\$51,463	441140	GFpol State Shared - 9 1 1	\$63,789	\$64,000	The state shares a portion of revenue from 911 tax on phone bills.
\$17,338	\$14,169	441330	GFpol Misc. grants - Police	\$14,000	\$10,000	
\$0	\$121,139	441350	GFpol Homeland Security Grant	\$0		
\$35,000	\$9,560	442300	GFpol County - Diversion Gran	\$10,000	\$25,000	This grant pays to staff a "diversion panel" that assigns community service sentences to juvenile offenders. Continued funding is questionable.
\$2,919	\$2,650	456100	GFpol Police Reports	\$2,600	\$3,250	
\$5,905	\$5,260	456300	GFpol Fingerprinting	\$4,200	\$4,200	The police department provides fingerprinting services to the public.
\$16,978	\$13,404	456400	GFpol Vehicle Impound	\$12,000	\$10,000	
\$90	\$85	456500	GFpol Police Witness Fees	\$150	\$300	
\$10	\$0	456700	GFpol Police Thumbprint Prog.	\$0		
\$0	\$109	456800	GFpol Police Asset Forfeiture	\$0		

\$268,717	\$301,990	466100	GFpol Municipal Court Fines	\$300,000	\$325,000	Municipal court fines are primarily the result of traffic tickets issued by the police department.
\$20,584	\$33,507	466200	GFpol District Court fines	\$25,000	\$35,000	
\$0	\$0	466300	GFpol Muni Court Assessmet	\$0	\$30,000	New line item- Proposed traffic fines assessment
\$4,491	\$8,029	475300	GFpol Chaplain Donations	\$4,000	\$4,500	
\$1,896	\$20,894	478030	GFpol Misc - Police	\$3,000	\$4,300	
\$30	\$0	479030	GFpol Surplus Prop - Police	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$1,126,764	\$1,109,735	511100	GFpol Salaries	\$1,232,314	\$1,453,334	
\$103,259	\$91,337	511200	GFpol Overtime	\$115,000	\$133,444	Increased 6% in hours over 05- 07 biennium
\$122,939	\$152,519	521100	GFpol Benefits City pd M & D	\$217,646	\$259,099	
\$101,610	\$100,738	521200	GFpol Benefits City pd FICA/me	\$103,360	\$121,400	
\$109,415	\$112,425	521300	GFpol City pd PERS 9.25%	\$270,320	\$271,700	
\$0	\$57,416	521350	GFpol City Pd. PERS 6%	\$0	\$0	
\$6,951	\$3,148	521360	GFpol Benefits City pd Df Comp	\$0	\$0	
\$980	\$3,232	521400	GFpol Benefits City pd LifeIns	\$4,726	\$5,292	
\$1,180	\$8,253	521600	GFpol Pr tax Unemployment tax	\$9,820	\$11,580	
\$54,284	\$45,278	521800	GFpol Pr tax Workers Comp.	\$64,070	\$71,420	
\$152	\$278	521901	GFpol Other - drug tests	\$0	\$0	
\$42	\$288	522100	GFpol FlexPd-Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$24,717	\$21,453	601100	GFpol Supplies	\$22,012	\$32,009	
\$2,964	\$3,031	601200	GFpol Postage	\$2,400	\$3,500	
\$2,036	\$3,146	601300	GFpol Printing	\$1,150	\$1,500	
\$1,043	\$1,068	601400	GFpol Copier charges	\$1,200	\$2,100	
\$238	\$0	601500	GFpol Public Notices	\$0		
\$24	\$0	601600	GFpol Organizational Fees	\$0		
\$2,432	\$1,050	601700	GFpol Memberships	\$1,200	\$900	
\$2,463	\$610	601800	GFpol Books & Subscriptions	\$700	\$1,100	
\$9,741	\$7,614	601900	GFpol Uniforms	\$6,800	\$5,300	
\$1,722	\$2,596	602000	GFpol Uniform Cleaning	\$2,000	\$3,200	
\$535	\$1,031	602050	GFpol Police Boot Allowance	\$2,100	\$3,000	Per union contract
\$164	\$3,072	602100	GFpol Employee Recruitment	\$800	\$1,800	
\$5,654	\$1,808	602200	GFpol Conferences	\$2,300	\$2,300	
\$6,361	\$4,585	602300	GFpol Training, Prof. Adv.	\$4,800	\$6,200	
\$844	\$277	602500	GFpol Meetings & Meals	\$400	\$775	
\$12,242	\$1,839	603100	GFpol Mileage Reimbursement	\$800	\$750	
\$6,675	\$16,960	603200	GFpol Vehicle - fuel	\$21,000	\$51,000	
\$90,884	\$80,805	603300	GFpol Vehicle - State lease	\$0		The police department no longer participates in this program.
\$0	\$28,759	603350	GFpol Vehicle Lease	\$85,000	\$95,000	
\$22,361	\$19,943	603500	GFpol Vehicle - repairs	\$23,000	\$30,000	
\$24,600	\$16,423	604100	GFpol Repairs and Maintenance	\$20,000	\$28,000	
\$0	\$16,405	605100	GFpol Contractual Services	\$10,000	\$10,000	
\$1,095	\$0	606100	GFpol Equipment Rental	\$0		
\$25,771	\$36,692	607100	GFpol Utilities	\$30,000	\$41,000	
\$8,839	\$1,745	608100	GFpol Professional Services	\$2,000	\$2,500	
\$22,666	\$21,170	609100	GFpol Insurance	\$27,000	\$30,000	

\$6,007	\$71,058	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.
\$92	\$62	628100	GFpol Bank Finance Charges	\$0		
\$7,571	\$1,844	630100	GFpol Ammunition/range practic	\$4,500	\$6,200	
\$3,429	\$3,857	630200	GFpol Police Chaplain	\$3,000	\$5,000	Replaced Chaplain Vehicle in 05-07.
\$88,464	\$102,956	630300	GFpol Police County Dispatch	\$105,000	\$125,000	Sandy contracts with Clackamas County for dispatch service. Rate is based on population. This year increase about 9%.
\$0	\$0	630350	GFpol Equipment-Court Assessmt	\$0	\$30,000	New line item-Proposed traffic fine assessment
\$0	\$0	630360	GFpol Armament	\$0	\$23,900	Sidearms and holsters (14k); Tasers (7k); Simunitions (2.9k)
\$2,256	\$20,890	630400	GFpol Crime Prevention	\$2,000	\$2,275	
\$0	\$0	630450	GFpol Equip-Juv Div Prog	\$0	\$25,000	New line item for JDP currently comes from Crime Prevention Line item. Funding comes from Juv. Dept. Grant.
\$8,076	\$0	630500	GFpol Drug Forfeitures	\$0		
\$316	\$321	630600	GFpol Police Explorers	\$400	\$500	

Line Item Detail

\$1,327	\$1,329	630700	GFpol Investigation	\$1,200	\$1,200	
\$1,925	\$385	630750	GFpol Police Detoxification	\$550	\$2,500	
\$1,058	\$1,448	630800	GFpol Police Reserves	\$1,800	\$2,200	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$2,694	\$0	740000	GFpol Furniture & Office Eq	\$0	\$65,000	Patrol Car Camera System (50k), copier (15k)
\$5,534	\$4,097	740100	GFpol Computer Equipment	\$3,000	\$5,500	
\$0	\$125,238	740120	GF pol 800 MHz Radio System	\$0	\$22,000	Annual user fee pays for repairs on system. Both data and voice. Separate from dispatch fee.
\$8,614	\$6,028	740150	GFpol Law Enf Block Grant Equi	\$7,000	\$2,000	
\$0	\$0	750000	GFpol Vehicles	\$0	\$5,000	End-of-lease purchase of cars

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	951000	GFpol Police Dept Contingency	\$8,800	\$30,000	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 officer works 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. Animal control duties involve follow-up and investigation of all animal-related issues within the city.

The code enforcement officer fulfills several other support functions in addition to enforcement of municipal code. The code enforcement officers also serve as the police department representative on the city 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 to replace the unusable unit currently at the city shops.	Review needs when new public works facility is completed.
Hire second part-time code enforcement officer.	Additional duties have included; graffiti documentation and removal, parking enforcement downtown and property room officer.

OBJECTIVES FOR THE NEXT BIENNIUM

- Provide code enforcement service 7 days per week.

BUDGET NOTES Most non-personnel costs such as office supplies are charged to the police budget. The budget includes a used minivan.

REVENUES

2001-03 Actual	2003-05 Actual	Object	2005-07 Budget	2007-09 Budget
\$17,300	\$437	Beginning Balance	\$0	\$0
\$17,300	\$437	TOTAL REVENUES	\$0	\$0

EXPENDITURES

\$93,878	\$103,456	Personnel	\$155,130	\$159,988
\$56	\$1	Materials & Supplies	\$0	\$15,000
\$93,935	\$103,457	TOTAL EXPENDITURES	\$155,130	\$174,988
\$76,635	\$103,020	TOTAL NET BUDGET	\$155,130	\$174,988

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
1	1	Enforcement Officer	1.3	1.3
1	1	TOTAL STAFF	1.3	1.3

Next Program: [Recreation](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$17,300	\$437	401100	Code Beginning Balance	\$0	\$0	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$67,828	\$74,060	511100	GFcod Salaries	\$99,553	\$106,087	
\$6,401	\$8,737	521100	GFcod Benefits City pd M & D	\$19,731	\$18,945	
\$9,702	\$9,385	521200	GFcod Benefits City pd FICA/me	\$7,610	\$8,115	
\$6,193	\$6,851	521300	GFcod Benefits City pd PERS	\$22,055	\$20,295	
\$83	\$281	521400	GFcod Benefits City pd LifeIn	\$491	\$491	
\$68	\$557	521600	GFcod Pr tax Unemployment	\$730	\$775	
\$3,603	\$3,441	521800	GFcod Pr tax Workers Comp.	\$4,960	\$5,280	
\$0	\$144	522100	GFcod FlexPd - Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$28	\$0	601200	Gfcod Postage	\$0		
\$1	\$1	601400	GFcod Copier charges	\$0		
\$28	\$0	601900	GFcod Uniforms	\$0		
\$0	\$0	603300	GFcod Vehicle - State Lease	\$0	\$15,000	Used cargo van



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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	Staff has been working with the Hope Kiwanis Club at Sandy Vista Housing to develop a community festival focusing on the food, music and crafts of the Spanish-speaking community
Begin operation at new MHAC site	Some center programs are held at the new MHAC and coordination of center and club offerings is ongoing
Develop innovative ideas for ongoing programs (e.g. X-Box living room at Skatefest)	Special events and classes are continuously evolving with new twists and innovations
Begin on-line registration for classes and programs	Still a goal

OBJECTIVES FOR THE NEXT BIENNIUM

- Council Goal: Begin planning for the celebration of Sandy's centennial in 2013
- Council Goal: Program activities (e.g., acoustic concerts, plays) in the new amphitheater.
- 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
- Improve recreation portion of City's web page (e.g. relevant links to other recreation providers)

BUDGET NOTES:

Budget reflects addition of 10 hours/week staff time for special events planning; Event sponsorships will cover at least half the cost of new position

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$23,008	\$8,860	Beginning Balance	\$18,237	\$80,044
\$119,627	\$115,304	Revenue	\$157,500	\$165,000
\$142,635	\$124,164	TOTAL REVENUES	\$175,737	\$245,044

EXPENDITURES

\$169,009	\$186,821	Personnel	\$218,842	\$268,468
\$162,909	\$132,610	Materials & Supplies	\$240,100	\$222,200
\$8,532	\$582	Capital Outlay	\$8,000	\$23,000
\$0	\$0	Contingency	\$0	\$40,000
\$340,450	\$320,013	TOTAL EXPENDITURES	\$466,942	\$553,668
\$197,815	\$195,849	TOTAL NET BUDGET	\$291,205	\$308,624

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.2	0.2	Community Services Director	0.2	0.2
0	0	Events Coordinator	0	0.25
0.38	0.42	Receptionist/Secretary	0.42	0.44
0.8	0.8	Recreation Supervisor	0.8	0.8

0.3	0.3		Summer Program	0.3	0.3
0.34	0.29		Van Driver	0.23	0.23
2.02	2.01		TOTAL STAFF	1.95	2.22

Next Program: [Senior Center](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$23,008	\$8,860	401100	Rec Beginning Balance	\$18,237	\$80,044	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$99,412	\$77,927	436100	GFrec Recreation Fees	\$110,000	\$115,000	User fees. City residents typically receive a discount. Includes \$15k from events.
\$20,025	\$28,216	436110	GFrec Youth Basketball	\$40,000	\$40,000	
\$190	\$741	437200	GFrec Change of Pace	\$0		delete
\$0	\$8,420	475601	GFrec Concerts in the Park	\$7,500	\$10,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$94,891	\$139,827	511100	GFrec Salaries	\$147,841	\$192,637	
\$91	\$0	511200	GFrec Overtime	\$0	\$0	
\$40,235	\$12,527	521100	GFrec Benefits City pd M & D	\$28,345	\$26,040	
\$10,792	\$16,877	521200	GFrec Benefits City pd FICA/me	\$11,314	\$14,731	
\$10,447	\$11,815	521300	GFrec Benefits City pd PERS	\$23,184	\$24,513	
\$7,032	\$15	521360	GFrec Benefits City pd Df Comp	\$0	\$0	
\$83	\$281	521400	GFrec Benefits City pd LifeIns	\$558	\$657	
\$197	\$1,052	521600	GFrec Pr tax Unemployment	\$1,077	\$1,407	
\$4,965	\$4,046	521800	GFrec Pr tax Workers Comp.	\$6,523	\$8,483	
\$240	\$240	521901	GFrec Other - drug tests	\$0	\$0	
\$36	\$141	522100	GFrec FlexPd-Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

2001- 03	2003- 05	Object Description	2005- 07	2007- 09	Note
Actual	Actual		Budget	Budget	
\$3,523	\$3,300	601100 GFrec Supplies	\$5,000	\$5,000	
\$718	\$3,685	601200 GFrec Postage	\$2,500	\$3,000	
\$6,072	\$5,178	601300 GFrec Printing	\$10,000	\$10,000	
\$683	\$761	601400 GFrec Copier charges	\$1,500	\$1,000	
\$436	\$519	601700 GFrec Books and Subscriptions	\$600	\$1,000	
\$0	\$0	601900 GFrec Uniforms	\$100		
\$1,482	\$0	602100 GFrec Employee Recruitment	\$100	\$500	
\$1,139	\$717	602200 GFrec Conferences	\$2,000	\$2,000	
\$0	\$701	602300 GFrec Training, Prof. Adv.	\$1,000		
\$27	\$19	602500 GFrec Meetings & Meals	\$100	\$200	
\$252	\$498	603100 GFrec Mileage reimbursement	\$1,000	\$1,000	
\$68	\$82	603200 GFrec Vehicle - fuel	\$1,000	\$1,000	
\$0	\$144	603500 GFrec Vehicle - repairs	\$1,000	\$1,000	
\$1,197	\$1,446	604100 GFrec Repairs and Maintenance	\$2,000	\$2,000	
\$0	\$0	604200 GF Rec O&M Cost	\$20,000		merge with program activity costs
\$13,226	\$11,292	607100 GFrec Utilities	\$15,000	\$15,000	
\$5,540	\$6,832	609100 GFrec Insurance	\$9,000	\$9,000	
\$85	\$38	628200 GFrec VISA Merchant Fee	\$200	\$500	
\$72,954	\$52,527	633100 GFrec Program - Recreation	\$88,000	\$85,000	Payments to individuals or contractors who lead recreation classes and offerings.
\$25,002	\$27,764	633200 GFrec Program -Youth Basketball	\$38,000	\$35,000	
\$11,200	\$9,168	633400 GFrec Progr -Concerts in Park	\$14,000	\$20,000	The city sponsors five concerts in Meinig Park on summer evenings.

\$19,307	\$7,941	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	633600	GFrec Sandy Times	\$18,000	\$20,000	Partial sponsorship of Sandy Times cable TV show

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$6,362	\$0	720000	GFrec Buildings	\$0		
\$2,170	\$582	740000	GFrec Furniture & Office Eq.	\$6,000	\$11,000	Includes cash register (1k), furniture (5k)
	\$0	740100	GFrec Computer Equipment	\$2,000	\$12,000	Includes on-line registration software (\$10k).

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	951000	GFrec Dept Contingency	\$0	\$40,000	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
Replace carpet and window coverings upstairs and down	Pending as part of overall building remodel
Re-roof original portion of building	Pending as part of overall building remodel
Develop a thriving long-distance travel program	Currently coordinating with Collette Vacations to offer long-distance excursions; the first offering, New England fall colors, attracted over a dozen participants
Continue to provide a broad range of center services appealing to all ages of older adults	Transit adventures is a successful program that is sponsored by the recreation department, hosted by a transit department travel trainer, and primarily attended by older adults; many other offerings lend themselves to the crossover effect
Put monthly newsletter on City's web site	Pending
Begin on-line registration for center offerings	Still a goal

Add awning and lighting to west side of building	Pending as part of overall building remodel
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OBJECTIVES FOR THE NEXT BIENNIUM

- Follow through on building upgrades
- Improve senior center portion of City's web site including on-line publication of monthly newsletter
- 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

BUDGET NOTES

Budget reflects 3 hours of additional clerical staff time per week to assist with County statistical requirements and increasing workload for Client Services Coordinator

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$41,252	-\$370	Beginning Balance	\$14,272	\$33,891
\$239,956	\$257,781	Revenue	\$295,000	\$300,000
\$281,208	\$257,411	TOTAL REVENUES	\$309,272	\$333,891

EXPENDITURES

\$310,215	\$352,483	Personnel	\$403,915	\$438,966
\$191,924	\$183,289	Materials & Supplies	\$223,600	\$234,700
\$15,998	\$683	Capital Outlay	\$33,000	\$10,000
\$0	\$0	Contingency	\$0	\$71,278
\$518,136	\$536,455	TOTAL EXPENDITURES	\$660,515	\$754,944
\$236,928	\$279,044	TOTAL NET BUDGET	\$351,243	\$421,053

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 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

0.38	0.42		Receptionist/Secretary	0.42	0.44
0.2	0.2		Recreation Supervisor	0.2	0.2
0.88	0.88		Social Services	0.88	0.88
0.29	0.34		Van Driver	0.27	0.27
3.28	3.37		TOTAL STAFF	3.3	3.32

Next Program: [Parks Maintenance](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$41,252	-\$370	401100	Seniors beginnning Balance	\$14,272	\$33,891	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$41,180	\$36,459	437100	GFsen Activity Fee	\$75,000	\$75,000	
\$112,072	\$168,599	442200	GFsen County - Sr Citizens Gr	\$150,000	\$155,000	
\$18,062	\$0	442210	GFsen County - Sr Disabled Gr	\$0		
\$68,607	\$52,723	475100	GFsen Nutrition Program	\$70,000	\$70,000	
\$34	\$0	479000	GFsen Sr.Center Surplus Sale	\$0		

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$182,165	\$206,073	511100	GFsen Salaries	\$223,398	\$253,150	
\$32,583	\$39,465	511103	GFsen Prog. Sal. -Nutrition	\$36,013	\$38,769	
\$10,410	\$12,095	511104	GFsen Prog. Sal. - Alzh	\$12,434	\$14,061	
\$473	\$0	511200	GFsen Overtime	\$0	\$0	
\$23,357	\$34,208	521100	GFsen Benefits City pd M & D	\$53,156	\$53,602	
\$24,225	\$26,111	521200	GFsen Benefits City pd FICA/me	\$20,819	\$23,391	
\$19,542	\$22,302	521300	GFsen Benefits City pd PERS	\$43,198	\$39,302	
\$4,277	\$52	521360	GFsen Benefits City pd Df Comp	\$0	\$0	
\$158	\$535	521400	GFsen Benefits City pd LifeIns	\$792	\$797	
\$163	\$1,919	521600	GFsen Pr tax Unemployment	\$1,981	\$2,220	
\$12,825	\$9,585	521800	GFsen Pr tax Workers Comp.	\$12,124	\$13,674	
\$0	\$40	521901	GFsen Other - drug tests	\$0	\$0	
\$36	\$98	522100	GFsen FlexPd-Service charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$5,563	\$3,891	601100	GFsen Supplies	\$7,000	\$8,000	
\$2,080	\$1,729	601200	GFsen Postage	\$2,000	\$3,000	
\$1,260	\$682	601300	GFsen Printing	\$1,000	\$1,000	
\$969	\$2,254	601400	GFsen Copier charges	\$2,000	\$4,000	
\$28	\$0	601500	GFsen Public Notices	\$0		
\$370	\$230	601700	GFsen Memberships	\$300	\$500	
\$82	\$0	601800	GFsen Books and Subscriptions	\$0		
-\$607	\$0	602100	GFsen Employee Recruitment	\$0		
\$658	\$1,126	602200	GFsen Conferences	\$1,000	\$2,000	
\$45	\$504	602300	GFsen Training, Prof. Adv.	\$500	\$500	
\$93	\$137	602500	GFsen Meetings & Meals	\$200	\$500	
\$223	\$1,106	603100	GFsen Mileage Reimbursements	\$2,000	\$2,000	
\$3,635	\$6,452	603200	GFsen Vehicle - fuel	\$7,500	\$10,000	
\$4,971	\$0	603300	GFsen Vehicle - State Lease	\$0		
\$2,963	\$5,398	603500	GFsen Vehicle - repairs	\$5,000	\$10,000	
\$7,980	\$11,194	604100	GFsen Repairs & Maintenance	\$12,000	\$10,000	
\$501	\$2,504	604110	GFsen Elevator Maintenance	\$3,500	\$2,000	
\$18,242	\$14,431	607100	GFsen Utilities	\$20,000	\$20,000	
\$6,610	\$6,832	609100	GFsen Insurance	\$7,500	\$8,000	
\$33	\$38	628200	GFsen Visa Merchant Fee	\$100	\$200	
\$100,913	\$74,260	634100	GFsen Prog. -Senior Activities	\$90,000	\$90,000	
\$797	\$1,337	634200	GFsen Prog. - Alzheimers	\$2,000	\$2,000	"Change of Pace" provides activities for Alzheimers patients so their caregivers can have respite
\$65	\$0	634300	GFsen Program. - Music Program	\$0	\$1,000	

\$34,450	\$49,185	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 \$7,000 for mileage reimbursement for MOW drivers.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$4,110	\$0	720000	GFsen Buildings	\$25,000		building improvements (carpet, window coverings, etc.)
\$301	\$0	723001	GFsen Comm Ctr restroom proj.	\$0		
\$6,628	\$683	740000	GFsen Furniture and Office Eq.	\$6,000	\$6,000	
	\$0	740100	GFsen Computer Equipment	\$2,000	\$4,000	
\$4,959	\$0	750000	GFsen Transportation Equip	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	951000	GFsen Contingency	\$0	\$71,278	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
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Department/Program:	035 Parks Maintenance
Fund:	110 General Fund

The Parks Maintenance program (part of the Public Works Department) operates and maintains the city’s parks, open spaces, public spaces, buildings and grounds. The city maintains nine developed parks, five undeveloped parks, more than 42 acres of open space and various pedestrian paths, (see map). One full time and one seasonal employee comprise the Parks Maintenance staff with occasional assistance from the Public Works crew when time permits. The City also uses local landscape contractors to perform monthly landscape maintenance at City buildings and various public areas.

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

PAST GOALS	ACCOMPLISHMENTS
Keep up with a growing inventory of active and passive park land and open space.	A seasonal parks worker was added in 2003-05, and the parks maintenance equipment was upgraded.

OBJECTIVES FOR THE NEXT BIENNIUM

- Install a drinking fountain at Jonsrud Viewpoint

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

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$11,849	\$0	<u>Beginning Balance</u>	\$63,815	\$119,877
\$0	\$0	<u>Revenue</u>	\$0	\$600
\$11,849	\$0	TOTAL REVENUES	\$63,815	\$120,477

EXPENDITURES

\$130,102	\$172,543	<u>Personnel</u>	\$189,086	\$222,166
\$45,065	\$35,448	<u>Materials & Supplies</u>	\$51,875	\$76,691
\$28,740	\$38,996	<u>Capital Outlay</u>	\$141,400	\$141,900
\$0	\$0	<u>Contingency</u>	\$2,050	\$10,000
\$203,907	\$246,987	TOTAL EXPENDITURES	\$384,411	\$450,757
\$192,058	\$246,987	TOTAL NET BUDGET	\$320,596	\$330,280

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.1	0.1	Comm Svcs Director	0.1	0.1
0.18	0.18	Parks Attendant	0.18	0.18
0	0.5	Parks Seasonal	0.5	0.5
1	1	Parks Worker	1	1
1.28	1.78	TOTAL STAFF	1.78	1.78

Next program: Planning

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$11,849	\$0	401100 Parks Beginning Balance	\$63,815	\$119,877	Departmental beginning balance is the amount of budget savings (plus revenue over estimates) that carries forward from the prior fiscal period.
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	475010 GFpkm Gazebo Rentals	\$0	\$600	
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Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$97,392	\$127,128	511100	GFpkm Salaries	\$125,182	\$154,203	
\$12,408	\$17,695	521100	GFpkm Benefits City pd M & D	\$27,569	\$28,262	
\$7,211	\$11,204	521200	GFpkm Benefits City pd FICA/me	\$9,577	\$11,800	
\$7,887	\$8,826	521300	GFpkm Benefits City pd PERS	\$19,818	\$19,777	
\$694	\$929	521360	GFpkm Benefits City pd Df Comp	\$0	\$0	
\$92	\$439	521400	GFpkm Benefits City pd LifeIns	\$640	\$640	
\$93	\$977	521600	GFpkm Pr tax Unemployment	\$914	\$1,125	
\$4,206	\$4,987	521800	GFpkm Pr tax Workers Comp.	\$5,386	\$6,359	
\$120	\$315	521901	GFpkm Other -drug tests	\$0	\$0	
\$0	\$42	522100	GFpkm FlexPd-Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

2001- 03	2003- 05	Object Description	2005- 07	2007- 09	Note
Actual	Actual		Budget	Budget	
\$6,620	\$2,522	601100 GFpkm Supplies	\$5,000	\$5,000	
\$5	\$66	601200 GFpkm Postage	\$0	\$66	
\$0	\$35	601300 GFpkm Printing	\$0	\$50	
\$41	\$149	601400 GFpkm Copier charges	\$0	\$100	
\$0	\$43	601500 GFpkm Public Notices	\$0	\$100	
\$0	\$100	601700 GFpkm Memberships	\$100	\$100	
\$0	\$785	601900 GFpkm Uniforms	\$700	\$700	
\$303	\$540	602100 GFpkm Employee Recruitment	\$200	\$500	
\$252	\$143	602300 GFpkm Training, Prof. Adv.	\$300	\$400	
\$24	\$201	602500 GFpkm Meetings & Meals	\$125	\$125	
\$54	\$38	603100 GFpkm Mileage Reimbursement	\$50	\$50	
\$0	\$0	603200 GFpkm Vehicle - fuel	\$2,000	\$2,000	
\$0	\$0	603300 GFpkm Vehicle - State Lease	\$900	\$1,000	
\$1,414	\$1,247	603500 GFpkm Vehicle - repairs	\$1,500	\$2,500	
\$14,852	\$1,291	604100 GFpkm Repairs & Maintenance	\$8,000	\$8,500	
\$1,800	\$4,100	604200 GFpkm Nature Trail Materials	\$4,000	\$4,000	Bark dust for the nature trail on Sandy High School property.
\$3,066	\$3,964	605100 GFpkm Contractual Services	\$6,000	\$21,000	Additional contacted maintenance for new parks.
\$2,505	\$5,380	606100 GFpkm Equipment Rental	\$4,000	\$5,500	
\$4,815	\$8,296	607100 GFpkm Utilities	\$10,000	\$15,000	
\$1,540	\$2,997	608100 GFpkm Professional Services	\$5,000	\$5,000	
\$2,049	\$2,048	609100 GFpkm Insurance	\$2,500	\$3,500	
\$2,700	\$100	635100 GFpkm Prog. -Parks Master Plan	\$0		
\$3,025	\$1,401	635200 GFpkm Prog. - Skateboard Park	\$1,500	\$1,500	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	715000	GFpkm Parks Imprvmnts-General	\$84,000	\$100,000	05-07: 24k carried forward from 03-05; \$60k added for park improvements; \$25k added by budget committee
\$5,911	\$9,063	715010	GFpkm Meinig Park	\$50,000	\$0	General fund share of various improvements to Meinig Park.
\$156	\$206	715011	GFpkm Meinig Park restrooms	\$400	\$400	
\$15,200	\$30	715012	GFpkm Meinig Park Gazebo	\$1,000	\$500	
\$158	\$976	715020	GFpkm Fantasy Forest	\$2,000	\$2,500	
\$1,060	\$709	715030	GFpkm Tupper Park	\$1,000	\$1,000	
\$11	\$227	715050	GFpkm Jonsrud Viewpoint	\$500	\$1,000	
\$6,244	\$27,785	760000	GFpkm Machinery and Equipment	\$2,500	\$36,500	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	951000	GFpkm Parks Maint. Contingency	\$2,050	\$10,000	Departmental contingency accounts are funded through budget savings in the prior fiscal periods.
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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, can meet the needs of its citizens and become a diverse community with jobs and housing needs met.

For more information, see [Planning & Development Program Review](#) (2005)

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Refine downtown design standards in the city's development code. Draft a downtown plan map as a development/planning tool.	Consultant hired and project underway.
Council Goal: Attain Tree City USA status	Done.
Council Goal: Adopt an ordinance requiring landscaping or screening of vacant downtown lots	Done.
Council Goal: Complete "housekeeping" changes to the development code.	Consultant hired and project underway.
Council Goal: Construct a downtown public parking lot.	Done.
Council Goal: Explore the feasibility of an office building featuring executive suites.	Design and market analysis completed.

OBJECTIVES FOR THE NEXT BIENNIUM

- **Council Goal:** Update the buildable lands inventory.
- **Council Goal:** Consider expansion of the Urban Growth Boundary.
- **Council Goal:** Identify locations for an expanded Sandy Post Office.
- **Council Goal:** Encourage development of destination restaurants.

BUDGET NOTES

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

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$524,283	\$317,886	<u>Beginning Balance</u>	\$413,337	\$419,686
\$274,239	\$362,521	<u>Revenue</u>	\$216,500	\$295,500
\$798,522	\$680,407	TOTAL REVENUES	\$629,837	\$715,186

EXPENDITURES

\$212,308	\$222,886	<u>Personnel</u>	\$262,184	\$302,767
\$155,428	\$109,031	<u>Materials & Supplies</u>	\$233,000	\$332,450
\$916	\$3,415	<u>Capital Outlay</u>	\$11,000	\$7,000
\$0	\$0	<u>Contingency</u>	\$180,000	\$110,000
\$368,652	\$335,333	TOTAL EXPENDITURES	\$686,184	\$752,217
-\$429,870	-\$345,074	TOTAL NET BUDGET	\$56,347	\$37,031

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 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	0.05

0.73	0.73		Planning Director	0.73	0.73
0.35	0		Secretary	0	0.25
2.1	1.75		TOTAL STAFF	1.75	2.05

Next Program: [Building](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$524,283	\$317,886	401100	Planning Beginning Balance	\$413,337	\$419,686	Planning balances have accumulated for the past several years through permit revenues.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$128,936	\$105,518	434200	GFplng Permit Adm. Fee	\$100,000	\$110,000	
\$96,462	\$240,737	454100	GFplng Planning Fees	\$100,000	\$150,000	
\$22,086	\$15,876	454200	GFplng EC Permit 1&2 Family	\$15,000	\$30,000	
\$21,083	\$15,531	454300	GFplng ZRF-SFD	\$15,000	\$15,000	
\$12,409	\$7,525	454400	GFplng EC Plan Check	\$6,000	\$10,000	
\$0	\$60	454500	GF plng Urb Forest Fees/Grants	\$0		
-\$11,350	-\$23,382	466100	GFplng Refund	-\$20,000	-\$20,000	Refunded fees (e.g., third party review fees)
\$767	\$656	478100	GFplng docs/copies	\$500	\$500	
\$3,847	\$0	478200	GFplng Reimb Prof Service	\$0		

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$163,338	\$167,053	511100	GFplng Salaries	\$185,007	\$213,530	
\$0	\$635	511200	GFplng Overtime	\$0	\$4,500	
\$12,840	\$20,872	521100	GFplng Benefits City pd M&D	\$30,153	\$37,010	
\$12,505	\$16,135	521200	GFplng Benefits City pd FICA/m	\$14,148	\$16,340	
\$14,913	\$15,155	521300	GFplng Benefits City pd PERS	\$29,962	\$28,057	
\$7,346	\$0	521360	GFplng Benefits City pd DfComp	\$0	\$0	
\$149	\$482	521400	GFplng Benefits City pd Lifein	\$662	\$776	
\$218	\$1,261	521600	GFplng Pr tax Unemployment	\$1,356	\$1,552	
\$959	\$1,165	521800	GFplng Pr tax Workers Comp	\$896	\$1,002	
\$40	\$8	521900	GFplng Other-drug tests	\$0	\$0	
\$0	\$118	522100	GFplng Flex-Pd Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$2,439	\$3,126	601100	GFplng Supplies	\$4,200	\$4,000	
\$2,640	\$2,425	601200	GFplng Postage	\$2,500	\$5,000	
\$2,124	\$1,075	601300	GFplng Printing	\$2,000	\$1,000	
\$4,131	\$5,223	601400	GFplng Copier Charges	\$4,000	\$8,000	
\$511	\$381	601450	GF plng Bornstedt Ville Chgs	\$0	\$0	
\$4,954	\$4,467	601500	GFplng Public Notices	\$5,000	\$5,000	
\$40	\$0	601600	GFplng Organizational Fees	\$0		
\$769	\$1,474	601700	GFplng Memberships	\$1,800	\$1,500	
\$126	\$387	601800	GFplng Books and Subscriptions	\$450	\$450	
\$662	\$612	602100	GFplng Employee Recruitment	\$0	\$500	
\$738	\$5,722	602200	GFplng Conferences	\$6,100	\$6,500	Conferences include national and local American Planning Association.
\$836	\$849	602300	GFplng Training, Prof. Adv	\$2,450	\$1,500	
\$0	\$110	602500	GFplng Meetings & Meals	\$500	\$1,000	
\$1,139	\$245	603100	GFplng Mileage Reimbursement	\$1,000	\$1,000	
\$0	\$146	604100	GFplng Repairs and Maintenance	\$0		
\$10,619	\$849	605100	GFplng Contract Services	\$15,000	\$15,000	Intern for Urban Forestry Program
\$58,824	\$26,846	608102	GFplng City Attorneys	\$50,000	\$50,000	Hours billed based on specific development applications.
\$16,717	\$34,251	608200	GFplng Prof Svc - Engineering	\$32,000	\$40,000	
\$47,278	\$20,044	608500	GFplng Prof Svc - Planning	\$65,000	\$150,000	Planning service for special long range planning projects, or to handle peaks in workload. Includes placeholder for periodic review.

Line Item Detail

\$24	\$20	628200	GFplng Visa Merchant Fee	\$0		
\$0	\$0	637100	GFplng Planning Commission	\$0	\$1,000	Training
\$856	\$0	637302	GFplng Records Mgmt/Storage	\$1,000	\$1,000	Archive storage
\$0	\$778	639610	GFplng Tree City USA	\$40,000	\$40,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$290	740000	GFplng Furniture & Office Eq.	\$5,000	\$2,000	
\$916	\$3,125	740100	GFplng Computer Equipment	\$6,000	\$5,000	

Line Item Detail

2001- 2003-			2005- 2007-
03 05	Object Description		07 09 Note
Actual Actual			Budget Budget

\$0	\$0	951000	GFplng Contingency	\$180,000	\$110,000	Departmental contingency accounts are funded through
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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 account as a buffer against the inevitable slowdown in construction activity. The negative net balance reflects an estimated \$25,000 per year in general fund support services to the Building Department (accounting, payroll, legal services, insurance, space costs, etc.).

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$531,407	\$435,989	Beginning Balance	\$504,327	\$643,145
\$571,452	\$499,924	Revenue	\$383,700	\$405,700
\$1,102,859	\$935,913	TOTAL REVENUES	\$888,027	\$1,048,845

EXPENDITURES

\$240,702	\$310,899	Personnel	\$383,132	\$406,137
\$47,244	\$48,982	Materials & Supplies	\$60,500	\$179,150
\$1,126	\$5,460	Capital Outlay	\$15,000	\$33,000
\$0	\$0	Contingency	\$379,395	\$371,619
\$289,072	\$365,341	TOTAL EXPENDITURES	\$838,027	\$989,906
-\$813,786	-\$570,572	TOTAL NET BUDGET	-\$50,000	-\$58,939

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.05	0.05	Associate Planner	0.05	0.05
1	1	Building Official	1	1
0	0	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

0.05	0.4	Secretary	0.58	0.58
2	2.35	TOTAL STAFF	2.83	2.83

Next Program: [Nondepartmental](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$531,407	\$435,989	401100	Building Beginning Balance	\$504,327	\$643,145	The beginning balance will help offset revenue decreases due to future slowdowns in construction activity.
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Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$215,665	\$199,023	433110	GFbldg Permits - Building	\$150,000	\$150,000	
\$111,579	\$82,707	433120	GFbldg Permits - Plumbing	\$70,000	\$90,000	
\$24,997	\$24,823	433130	GFbldg Permit - Mechanical	\$20,000	\$20,000	
\$8,186	\$17,229	433140	GRbldg Permit - FireLifeSa	\$20,000	\$10,000	
\$825	\$768	433150	GFbldg Permit -MH Install	\$500	\$500	
\$9,045	\$9,431	433400	GFbldg Permit -Other Bldg	\$8,000	\$10,000	
\$28,502	\$24,608	433910	GFbldg Permit - State %	\$25,000	\$25,000	
\$184	\$150	433920	GFbldg P-State M H Fee	\$200	\$200	
\$172,469	\$141,186	434100	GFbldg Plan Check Fee	\$90,000	\$100,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$186,087	\$236,081	511100	GFbldg Salaries	\$263,907	\$291,209	
\$18,996	\$28,646	521100	GFbldg Benefits City pd M & D	\$48,792	\$46,124	
\$15,623	\$21,854	521200	GFbldg Beneftis City pd FICA/m	\$20,187	\$22,263	
\$16,455	\$20,018	521300	GFbldg Benefits City pd PERS	\$43,822	\$39,607	
\$1,119	\$0	521360	GFbldg Benefits City pd Df Com	\$0	\$0	
\$142	\$549	521400	GFbldg Benefits City pd LifeIn	\$1,071	\$1,071	
\$158	\$1,773	521600	GFbldg Pr tax Unemployment	\$1,931	\$2,115	
\$2,083	\$1,869	521800	GFbldg Pr tax Workers Comp.	\$3,422	\$3,748	
\$40	\$0	521901	GFbldg Other - drug tests	\$0	\$0	
\$0	\$108	522100	GF bldg Flex-Pd Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$2,126	\$1,591	601100	GFbldg Supplies	\$2,400	\$3,000	
\$1,350	\$1,668	601200	GFbldg Postage	\$2,000	\$2,000	
\$96	\$69	601300	GFbldg Printing	\$100	\$200	
\$540	\$276	601400	GFbldg Copier charges	\$400	\$400	
\$220	\$60	601600	GFbldg Organizational Fees	\$300		
\$1,120	\$1,645	601700	GFbldg Memberships	\$2,500	\$2,500	includes voluntary public awareness assessment
\$409	\$793	601800	GFbldg Books and Subscriptions	\$700	\$250	
\$0	\$674	602100	GFbldg Employee Recruitment	\$0	\$500	
\$691	\$6	602200	GFbldg Conferences	\$700	\$1,000	
\$295	\$1,000	602300	GFbldg Training, Prof. Adv.	\$2,000	\$1,000	
\$20	\$0	602500	GFbldg Meetings & Meals	\$0		
\$4,077	\$4,137	603100	GFbldg Mileage Reimbursement	\$4,400	\$4,800	
\$262	\$0	604100	GFbldg Repairs and Maintenance	\$0		
\$0	\$8,884	605101	GFbldg Contract Serv. -Plannin	\$0	\$120,000	Buildable Lands Inventory and Housing Needs Analysis
\$2,220	\$0	605102	GFbldg Contract Serv. - Bldg	\$12,000	\$2,000	
\$0	\$0	605103	GFbldg Contract Serv. -Plumbin	\$2,000	\$1,000	
\$529	\$393	607100	GFbldg Utilities	\$500	\$500	
\$1,284	\$2,443	608200	GFbldg Prof. Serv. -Engineerin	\$3,000		
\$29,249	\$25,343	637200	GFbldg State Bldg Fee Surcharg	\$25,000	\$35,000	
\$2,756	\$0	637302	GFbldg Records Mgt/Storage	\$2,500	\$5,000	archive storage

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$4,734	740000	GFbldg Furniture & Office Eq.	\$10,000	\$10,000	copier
\$1,126	\$726	740100	GFbldg Computer Equipment	\$5,000	\$23,000	computer, plans scanner

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	951000 GFbldg Contingency	\$379,395	\$371,619	
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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

2001-03 Actual	2003-05 Actual	Object	2005-07 Budget	2007-09 Budget	
\$0	\$10,269	511100	GFnd Salaries	\$40,000	\$16,760 Note
\$0	\$0	511500	GFnd Network Admin Scholarship	\$10,000	\$0
\$163	\$0	521000	GFnd Payroll Taxes/Benefits	\$160	
\$0	\$0	521100	GFnd Benefits City pd M & D	\$6,892	\$0
\$0	\$79	521200	GFnd Benefits City pd FICA/med	\$1,916	\$1,280
\$0	\$0	521300	GFnd Benefits City pd PERS	\$2,888	\$1,130
\$0	\$0	521400	GFnd Benefits City pd Life Ins	\$500	\$76
\$0	\$9	521600	GFnd Pr tax Unemployment	\$176	\$120
\$0	\$4	521800	GFnd Pr tax Workers Comp.	\$40	\$60
\$160	\$0	521901	GFnd Other - drug tests	\$100	\$100
\$0	\$0	522100	GFnd FlexPd - Service Charge	\$0	\$22
\$21,946	\$27,465	601100	GFnd Supplies	\$30,000	\$30,000
\$9,966	\$19,208	601200	GFnd Postage	\$15,000	\$15,000

\$14,392	\$11,223	601300	GFnd Printing	\$15,000	\$10,000	
-\$5,204	-\$10,466	601400	GFnd Copier charges	\$0	\$0	Note
\$0	\$141	601500	GFnd Public Notices	\$200	\$0	
\$9,926	\$7,422	601600	GFnd Organizational Fees	\$10,000	\$10,000	Note
\$455	\$2,780	601700	GFnd Memberships	\$2,000	\$10,000	
\$548	\$235	601800	GFnd Books and Subscriptions	\$500	\$1,200	
\$2,339	\$11,990	602300	GFnd Training, Prof. Adv.	\$1,000	\$2,000	
\$51	\$222	602500	GFnd Meetings & Meals	\$300	\$400	
\$31	\$168	603100	GFnd Mileage Reimbursement	\$0	\$500	
\$17,345	\$28,602	604100	GFnd Repairs and Maintenance	\$20,000	\$20,000	Note
\$290	\$0	604102	GFnd City Hall Carpet	\$0	\$0	
\$15,225	\$19,595	605100	GFnd Contractual Services	\$15,000	\$18,500	
\$10	\$0	606100	GFnd Equipment Rental	\$0	\$0	
\$35,286	\$34,573	607100	GFnd Utilities	\$40,000	\$45,000	Note
\$0	\$10,274	608100	GFnd Professional Services	\$0	\$2,800	
\$0	\$235	608102	GFnd City Attorneys	\$0	\$0	
\$41,888	\$36,575	608400	GFnd Prof. Serv. -Auditors	\$42,000	\$58,000	
\$0	-\$3,923	608450	GFnd Prof Serv-Consulting	\$0	\$0	
\$69,248	\$75,394	609100	GFnd Insurance	\$70,000	\$100,000	Note
\$685	\$1,159	610200	GFnd Direct Deposit Bank Fees	\$1,200	\$1,500	
\$2,505	\$1,586	624400	GFnd Election Expenses	\$2,000	\$7,000	
\$9,931	\$6,390	628200	GFnd VISA Merchant Fee	\$6,000	\$3,000	Note
\$642	-\$71	639100	GFnd Cash over/short	\$0	\$0	
\$2,112	\$8,377	639201	GFnd Prog. -Cable Programming	\$20,000	\$20,000	Note
\$19,257	\$7,408	639202	GFnd Prog - Web Site	\$10,000	\$15,000	Note
\$0	\$3,658	639204	GFnd Program- 1% for Art	\$7,500	\$8,000	Note
\$4,141	\$1,358	639301	GFnd Prog. - Mountain Festival	\$2,000	\$3,500	Note
\$830	\$46,010	639302	GFnd Prog.- Spring Cleanup	\$4,000	\$500	Note
\$6,527	\$8,748	639401	GFnd Prog.-Employee Recong.	\$9,000	\$10,000	Note
\$88	\$0	639402	GFnd Prog.-Wellnes Program	\$0		
\$971	\$3,260	639403	GFnd Prog.- Mt.Hood Athletic	\$4,000	\$4,500	Note
\$12	\$1,275	639500	GFnd Prog. -Neighborhood Assns.	\$1,000	\$2,000	Note
\$0	\$0	639505	GFnd Prog. - Safety Meetings	\$0	\$300	

\$20,000	\$24,000	639601	GFnd Prog.-Chamber of Commerce	\$20,000	\$22,000	Note
-\$3,000	\$0	639602	GFnd Prog.-Downtown Developmnt	\$0		
\$600	\$0	639604	GFnd Prog.-Tourism Promotion	\$0	\$60,000	
\$0	\$5,000	639605	GFnd Economic Development	\$5,000	\$8,000	Note
\$12,834	\$14,614	639607	GFnd Downtown Flower Baskets	\$14,000	\$15,000	Note
\$6,000	\$4,000	639700	GFnd Progr.-Contributions	\$4,000	\$8,000	Note
\$0	\$0	639701	GFnd Sandy Rec Center	\$20,000	\$0	Note
\$52,135	\$25,000	639702	GFnd Museum/Visitors Center	\$0		Note
\$0	\$1,250	639703	GFnd Fireworks Display	\$2,000	\$1,000	
\$150	\$0	721000	GFnd City Hall	\$60,000	\$15,000	Note
\$0	\$0	721003	GFnd Cty Hall Impr.- Security	\$10,000	\$0	Note
\$32,932	\$0	721006	GFnd Emergency Generators	\$0		
\$450	\$50,005	721007	GFnd City Hall Remodel	\$0		Note
\$0	\$10,000	721008	GFnd City Hall Windows	\$0		
\$6,187	\$18,740	721009	GFnd Pol/Lib Roof	\$0	\$5,000	Note
\$0	\$0	721010	GFnd Community Center Roof	\$40,000		
\$0	\$0	721015	GFnd Pol Radio Infrastructure	\$75,000		Note
\$0	\$4,890	740000	GFnd Furniture & Office Eq.	\$0		
\$0	\$0	740001	GFnd Mail Machine	\$0	\$1,000	
\$1,127	\$725	740100	GFnd Computer Equipment	\$20,000	\$20,000	Note
\$12,409	\$1,307	740101	GFnd Archive equipmnt/software	\$33,000	\$33,000	Note
\$17,448	\$0	740102	GFnd City Hall Network Upgrade	\$0		
\$12,464	\$0	740103	GFnd City Hall Phone Switch	\$0		
\$11,687	\$0	740104	GFnd City Hall Copier	\$0		
\$2,926	\$0	811901	GFnd Dept of Energy SELP HVAC	\$3,360		Note
\$0	\$0	910370	GF Transfer to Op Ctr Fund	\$0	\$484,439	Note
\$0	\$80,000	910540	GFnd Transfer to T/C Fund	\$0	\$145,807	Note
\$0	\$0	955000	GFnd General Fund Contingency	\$645,578	\$730,467	
\$468,111	\$610,761		TOTAL EXPENDITURES	\$1,342,310	\$1,966,961	

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0	0	Network Administrator	0.5	0
0.25	0.25	Summer Help	0.25	0.4
0.25	0.25	TOTAL STAFF	0.75	0.4

Next Program: [Streets](#)


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Department/Program:	054 Streets
Fund:	240 Street Fund

The street fund repairs, maintains and improves more than 28 centerline miles of streets inside the city limits. Funding for street sweeping, 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 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.

The streets proposed for maintenance during the next five years of the program can be seen on the City's website at : cityhall.sandynet.org/pw/Streets/11x17_180000_5_yr.pdf

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Work with ODOT on the completion of the Dubarko Drive project	Completed in April 2007 – complete with bonus connection to Bluff Rd.

Council Goal: Consider more stringent requirements for street patches following utility cuts	Staff has implemented a street opening permit system for all work in City rights-of-way. Performance bonds and insurance are required for all private development work. Franchise utilities are covered under their respective franchise agreements.
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OBJECTIVES FOR THE NEXT BIENNIUM

GOAL	PROPOSAL
Council Goal: Pursue a pedestrian crosswalk at the west side of the Hwy 26/Bluff Rd. intersection.	This work will be included with the signal improvements for the Walgreen's site.
Council Goal: Eliminate the barrier to fish passage at the 362nd Ave. / Tickle Creek crossing.	Work with Clackamas County to include culvert replacement in their Capital Improvement Plan
Council Goal: Improve Pleasant Street (CDBG Project)	Use Community Development Block Grant from Clackamas County to improve the street between Strauss and Revenue

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$473,304	\$170,916	Beginning Balance	\$134,609	\$443,041
\$3,034,589	\$1,678,968	Revenue	\$2,037,810	\$1,999,111
\$3,507,893	\$1,849,884	TOTAL REVENUES	\$2,172,419	\$2,442,152

EXPENDITURES

\$178,380	\$202,654	Personnel	\$233,069	\$253,746
\$374,933	\$670,436	Materials & Supplies	\$637,850	\$796,960
\$2,735,030	\$527,154	Capital Outlay	\$1,162,000	\$406,201
\$0	\$0	Debt Service	\$52,000	\$437,000
\$0	\$0	Contingency	\$5,270	\$935
\$63,079	\$66,864	Transfers	\$82,230	\$547,310
\$3,351,422	\$1,467,109	TOTAL EXPENDITURES	\$2,172,419	\$2,442,152

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.22	0.22	Crew Leader	0.22	0.22
0.26	0.26	Engineering Tech.	0.26	0.26
0.26	0	Mechanic	0	0
0.16	0.16	Public Works Director	0.16	0.16
0.25	0.25	Summer Helper	0.25	0.25
0.8	1.13	Utility Worker	1.11	1.11
1.95	2.02	TOTAL STAFF	2	2

Next Program: [Transit](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$473,304	\$170,916	401000	SF Beg Working Capital	\$134,609	\$443,041	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$18,913	423000	SF AFRD General	\$0	\$70,000	Advance Financing District to reimburse infrastructure investment
\$472,026	\$639,510	433540	SF Streets SDC	\$450,000	\$650,000	Systems development charges on new development.
\$0	\$14,382	433600	SF Cascadia Street SDCs	\$0		
\$452,049	\$575,785	441150	SF State Share - Gas Tax	\$624,810	\$654,611	Estimates provided by the League of Oregon Cities.
\$50,169	\$238,954	441190	SF City Gas Tax	\$250,000	\$407,000	Assumes an increase to 1.9 cents/gallon.
-\$1	\$81,901	441434	SF ODOT STP Funds	\$60,000	\$120,000	The City's share of Federal Motor Fuel Tax revenue based on population
\$1,976,189	\$0	441435	SF ODOT LSN Grant	\$0		
\$45,895	\$0	441439	SF Stormwtr Mgmt Plan Grant	\$0		
\$0	\$20,000	441470	Barlow Ridge Traffic Light	\$0		
\$36	\$0	451300	SF Street Utility Fees	\$0		
\$9,044	\$26,163	457100	SF Engineering Fees	\$25,000	\$60,000	Permit and Plan Review fees charged to new development
\$1,161	\$12,540	459001	SF In Lieu Str Improv. Fee	\$25,000		Paid by developers
\$9,576	\$11,399	471100	SF Interest	\$7,500	\$15,000	
\$608	\$288	471104	SF Res. Sidewalk Repair	\$0		
\$17,324	\$36,996	478000	SF Miscellaneous	\$10,000	\$10,000	
\$511	\$2,138	478010	SF 1&2 Family Street Fee	\$2,500	\$12,500	

Line Item Detail

\$0	\$0	495120	SF Bond Proceeds	\$583,000		
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$130,259	\$144,938	511100	SF Salaries	\$158,926	\$181,037	
\$14,350	\$17,301	521100	SF Benefits City pd M & D	\$30,154	\$28,079	
\$11,175	\$14,493	521200	SF Benefits City pd FICA/me	\$12,161	\$13,855	
\$11,220	\$12,271	521300	SF Benefits City pd PERS	\$24,968	\$22,974	
\$3,732	\$333	521360	SF Benefits City pd Df Comp	\$0	\$0	
\$136	\$473	521400	SF Benefits City pd LifeIns	\$708	\$708	
\$229	\$821	521600	SF Pr tax Unemployment	\$1,154	\$1,328	
\$7,185	\$11,852	521800	SF Pr tax Workers Comp.	\$4,998	\$5,765	
\$94	\$56	521901	SF Other - drug tests	\$0	\$0	
\$0	\$116	522100	SF FlexPd - Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$22,684	\$50,607	601100	SF Supplies	\$40,000	\$50,000	
\$985	\$1,038	601200	SF Postage	\$1,000	\$700	
\$0	\$97	601300	SF Printing	\$100	\$100	
\$298	\$500	601400	SF Copier charges	\$500	\$500	
\$1,132	\$334	601500	SF Public Notices	\$300	\$300	
\$59	\$133	601600	SF Organizational Fees	\$100	\$100	
\$182	\$67	601700	SF Memberships	\$100	\$100	
\$0	\$340	601800	SF Books & Subscriptions	\$200	\$200	
\$0	\$1,049	601900	SF Uniforms	\$750	\$750	
\$800	\$1,242	602100	SF Employee Recruitment	\$0	\$200	
\$0	\$730	602200	SF Conferences	\$1,000	\$1,000	
\$880	\$755	602300	SF Training, Prof. Adv.	\$1,000	\$1,000	
\$54	\$389	603100	SF Mileage Reimbursement	\$700	\$700	
\$4,028	\$4,847	603200	SF Vehicle - fuel	\$5,000	\$6,000	
\$4,151	\$4,567	603300	SF Vehicle - State lease	\$2,000	\$1,200	
\$4,369	\$6,272	603500	SF Vehicle - repairs	\$7,000	\$7,000	
\$14,409	\$12,129	604100	SF Repairs & Maintenance	\$15,000	\$17,000	
\$47	\$252,275	604500	SF Street Maint Program	\$240,000	\$350,000	Street resurfacing and repair prioritized by our Pavement Management System. Funded by local fuel tax.
\$92,282	\$112,803	605100	SF Contractual Services	\$110,000	\$125,000	Primarily street sweeping contract.
\$3,333	\$2,029	606100	SF Equipment Rental	\$2,500	\$2,500	
\$146,903	\$147,996	607100	SF Utilities	\$160,000	\$175,000	Primarily street light and traffic signal power costs

\$1,574	\$11,247	608100	SF Professional Services	\$10,000	\$10,000	
\$29,124	\$26,152	608200	SF Prof. Serv. - Engineering	\$25,000	\$40,000	Primarily Plan Review costs for new development
\$11,479	\$9,830	609100	SF Insurance	\$15,000	\$7,500	
\$4,553	\$3,417	628200	SF VISA Merchant Fee	\$500	\$10	
\$31,404	\$0	650203	SF Prog.-Storm Water Master	\$0		
\$203	\$128	650300	SF Regulatory Fees	\$100	\$100	
\$0	\$19,467	655000	SF AFRD Reimburse	\$0		Flow-through to reimburse developers for street extensions

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$86,191	733001	SF STP Funds Projects	\$60,000	\$80,000	
\$65,061	\$44,436	734000	SF Street System Improvmnts	\$40,000		City match for Pleasant St. CDBG project
\$0	\$0	734005	SF Ruben Lane Connection	\$700,000		
\$0	\$0	734025	SF Street Imp fm Develper Cont	\$0	\$238,701	
\$77,008	\$99,866	734500	SF SDC Street Improvements	\$0	\$0	Improvements that increase street capacity, per our Transportation System Plan.
\$296,915	\$3,064	734505	SF SDC Dubarko Rd.	\$250,000		
\$6,613	\$110,567	734804	SF Hood St. CDBG	\$0		Matching funds for a federally-funded project. Sidewalk improvements in the vicinity of Sandy High School
\$678	\$2,293	740100	SF Computer Equipment	\$2,000	\$1,500	
\$7,776	\$240	760000	SF Machinery & Equipment	\$50,000	\$71,000	Liquid ice control equipment
\$942	\$0	770000	SF Major Repairs & Mainten.	\$0		
\$1,647	\$0	774000	SF Major Repairs - Streets	\$10,000	\$15,000	
\$5,720	\$0	774500	SF Major Repairs-Storm Swrs	\$0		
\$4,900	\$4,000	784005	SF 362nd Improvmnts	\$0		Sidewalk/bike lane/ lighting on 362nd. From Clackamas County funds when street was transferred to the city.

Line Item Detail

\$2,183,389	\$81,495	784006	SF ODOT LSN - Dubarko	\$0		
\$38,200	\$0	784007	SF ODOT LSN - Hood-Pleasant	\$50,000		Community Development Block Grant (CDBG) fro Clackamas County - City Match
\$46,182	\$95,002	785100	SF Cascadia Str SDC Reim	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	812903	SF Bond Principal	\$52,000	\$400,000	Advanced payoff of bonds (180k left for 09-10)
\$0	\$0	832902	SF Bond Interest	\$0	\$37,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	950000	SF Street Fund Contingency	\$5,270	\$935	
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Line Item Detail

**2001- 2003-
03 05 Object Description
Actual Actual**

**2005- 2007-
07 09 Note
Budget Budget**

\$63,079	\$66,864	910110	SF Transfer to General Fund	\$82,230	\$105,789	Based on "indirect cost model" for overhead services.
\$0	\$0	910370	SF Transfer to Op Ctr Fund	\$0	\$441,521	


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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 complementary ADA service to qualified individuals. In 2006 Sandy Transit provided its 1,000,000th ride.

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

PAST GOALS	ACCOMPLISHMENTS
Acquire land and complete design and construction for a combined transit and public works operations center	Land has been purchased; facility construction scheduled to be complete by December, 2007
Pursue creation of a downtown public plaza (explore transit mall component)	Transit mall component considered with development of former Chamber lot
Pursue a pilot project for alternative (sustainable) fuels for Sandy Transit buses, with the long range goal to convert the fleet	Ongoing consideration of alternative fuels and green practices. Provision for future bio diesel tanks included in operations center design.
Explore ways to encourage the city's growing Spanish-speaking population to participate in city government and community activities	Bus schedules printed in English/Spanish; Outreach activities ongoing to various groups including residents of Sandy Vista housing
Continue to evaluate feasibility of implementation of Sunday service and other service expansion	Service adjustments made in October, 2006 included ½ hourly service Monday-Friday

Obtain TGM grant for updated transit component of Transportation System Plan	Alternate grant source solicited for TSP—notification pending
Locate, design and construct a transit bus storage/maintenance facility	Will be combined with transit/public works operations center

OBJECTIVES FOR THE NEXT BIENNIUM

- Complete and move into new transit operations center
- Refine tax collection procedures
- Update transit component of Transportation System Plan

BUDGET NOTES

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

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$235,119	\$197,307	<u>Beginning Balance</u>	\$522,557	\$621,316
\$1,401,837	\$1,838,731	<u>Revenue</u>	\$2,762,500	\$4,433,000
\$1,636,956	\$2,036,038	TOTAL REVENUES	\$3,285,057	\$5,054,316

EXPENDITURES

\$108,551	\$126,561	<u>Personnel</u>	\$196,457	\$259,322
\$717,074	\$1,166,621	<u>Materials & Supplies</u>	\$1,280,550	\$1,669,200
\$482,740	\$375,454	<u>Capital Outlay</u>	\$1,554,000	\$830,000
\$54,738	\$58,022	<u>Transfers</u>	\$88,051	\$2,090,539
\$0	\$0	<u>Contingency</u>	\$165,999	\$205,255
\$1,363,103	\$1,726,658	TOTAL EXPENDITURES	\$3,285,057	\$5,054,316

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
1	1	Manager	1	1
0	0	Office Assistant	0.5	1

0.25	0.17		Receptionist/Secretary	0.17	0.2
1.25	1.17		TOTAL STAFF	1.67	2.2

Next Program: [Water](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$235,119	\$197,307	401000	TR Beg. Working Capital	\$522,557	\$621,316	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$574,465	\$729,715	411300	TR Employer Transit Tax	\$710,000	\$830,000	The transit tax is 0.6% of payroll for businesses located in Sandy. This is slightly lower than the rate previously assessed by Tri-Met.
\$0	\$0	433570	TR Transit SDC's	\$0	\$60,000	
\$495,967	\$391,832	440300	TR Federal Transit Grants	\$1,539,000	\$1,995,000	950k (ops ctr), 445k (5311 prgm), 160k (JARC), 440k (vehicles)
\$237,489	\$485,712	441450	TR State Transit Grants	\$325,000	\$636,000	200k (STF); 81k (E&D), 42k (vehicle); 61k (maint.); 40k (planning); 212k (3 cutaways)
\$0	\$50,181	441452	TR Mtn.Exp MHEA/ ODOT Grants	\$0		
\$0	\$20,443	441454	TR Mtn.Express ODOT Grant Rev.	\$0		
	\$140,596	441455	TR Bus Energy Tax Credit	\$180,000	\$283,000	250k (ops); 33k (match)
\$0	\$0	441460	TR Connect Oregon Grant	\$0	\$600,000	
\$12,223	\$5,508	459100	TR Transit Farebox revenues	\$3,500	\$4,000	The main SAM route is fareless. There is a \$.50 per ride fare for STAR service.
\$0	\$6,117	459105	TR Mtn.Express Farebox Rev.	\$0		
\$0	\$46	459110	TR Revenue Other Districts	\$0	\$10,000	
\$5,011	\$6,653	471100	TR Interest	\$4,000	\$15,000	
\$1,506	\$1,927	478040	TR Miscellaneous	\$1,000		

Line Item Detail

\$75,176	\$0	495353	TR E&D Account - State Grant	\$0		
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$81,176	\$95,242	511100	TR Salaries	\$132,456	\$182,200	request 1/2-time additional transit employee (w/b approx. \$40k)
\$5,975	\$7,899	521100	TR Benefits City pd M & D	\$28,775	\$32,889	
\$6,831	\$13,011	521200	TR Benefits City pd FICA/me	\$10,129	\$13,937	
\$7,422	\$8,765	521300	TR Benefits City pd PERS	\$21,450	\$23,939	
\$6,595	\$36	521360	TR Benefits City pd Df Comp	\$0		
\$83	\$281	521400	TR Benefits City pd LifeIns	\$600	\$793	
\$77	\$715	521600	TR Pr tax Unemployment	\$968	\$1,329	
\$390	\$418	521800	TR Pr tax Workers Comp	\$2,079	\$3,775	
\$0	\$0	521901	TR Other - drug tests	\$0	\$100	
\$0	\$193	522100	TR Flex-Pd - Service Charge	\$0	\$360	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

2001- 03	2003- 05	Object Description	2005- 07	2007- 09	Note
Actual	Actual		Budget	Budget	
\$2,713	\$2,365	601100 TR Supplies	\$3,000	\$3,000	
\$1,271	\$2,149	601200 TR Postage	\$3,300	\$3,300	
\$5,707	\$11,451	601300 TR Printing	\$9,000	\$6,000	
\$28	\$94	601400 TR Copier charges	\$400	\$100	
\$1,718	\$4,002	601401 TR Marketing	\$5,000	\$5,000	
\$50	\$39	601500 TR Public Notices	\$100	\$100	
\$790	\$1,925	601700 TR Membership	\$3,000	\$3,000	
\$0	\$0	602100 TR Employee Recruitment	\$300	\$1,000	
-\$116	\$1,093	602200 TR Conference	\$2,000	\$4,000	
\$1,654	\$242	602300 TR Training, Prof. Adv.	\$2,000	\$2,000	CCTM &/or Public Admin. Cert.
\$0	\$241	602500 TR Meetings & Meals	\$300	\$1,000	
\$711	\$2,526	603100 TR Mileage Reimbursement	\$2,500	\$3,000	
\$44,690	\$116,251	603200 TR Vehicle - fuel	\$200,000	\$300,000	\$3.00/ gal; \$3.15 in '09.
\$0	\$0	603400 TR Vehicle Reg/ Licenses	\$0	\$400	
\$21,838	\$94,233	603500 TR Vehicle Maint & Repair	\$90,000	\$120,000	
\$302	\$5,097	604100 TR Vehicle Accessory Equipment	\$4,000	\$2,000	Accessory equipment (radio, graphics, etc.)
\$8,026	\$10,699	604200 TR Bus Shelter Maintenance	\$10,000	\$14,000	
\$0	\$0	604300 TR Maintenance & Repair Bldg	\$0	\$8,000	
\$347,799	\$471,058	605100 TR Contractual Services	\$510,000	\$824,000	This is the contract for operation of the bus system. In addition to SAM and STAR, it includes JARC (Estacada) service.
\$0	\$68,356	605104 TR Contract Services Mtn. Expr	\$0		

\$1,065	\$120	605200	TR Building Lease (share)	\$0		delete
\$900	\$5,211	605300	TR Administrative Contracts	\$21,350	\$50,000	Includes consultant funded through TGM for TSP update
\$755	\$3,110	607100	TR Utilities	\$3,000	\$12,000	
\$0	\$345	608102	TR City Attorneys	\$1,000	\$1,000	
\$708	\$0	608200	TR Bus Shelters	\$0		delete
\$8,104	\$18,430	609100	TR Insurance	\$18,000	\$18,000	
\$0	\$40	610200	TR ACH Direct Debit Fees	\$300	\$300	
\$268,362	\$345,624	636100	TR Prog. - E&D	\$390,000	\$275,000	Elderly & Disabled transit services.
	\$1,920	656000	TR Bus Energy Tax Credit Fees	\$2,000	\$13,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	734600	TR Bus Barn	\$1,500,000		Share of land purchase
\$2,911	\$20,283	740000	TR Furniture & Office Equip	\$7,000	\$15,000	02-03dispatch software/ includes partial cost of copier
	\$0	740100	TR Computer Equipment	\$2,000		portion of cost for office staff computer/printer
\$449,846	\$354,872	750000	TR Transportation Eq.	\$45,000	\$790,000	ED mini-van
\$29,983	\$299	750100	TR Bus Shelters	\$0	\$25,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$54,738	\$58,022	910110	TR Transfers to General Fund	\$88,051	\$125,698	The transfer is for overhead services NET OF what the city would pay in transit payroll taxes.
\$0	\$0	910370	TR Transfer to Op Ctr Fund	\$0	\$1,964,841	From 5309 grant funds

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000 TR Contingency	\$165,999	\$205,255	
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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 and pump stations with OMI Inc. The transmission and storage system is comprised of two finished water pumping stations, four reservoirs, (totaling 3.75 million gallons of storage) and seven miles of 16” pipe. The distribution system contains more than 28 miles of 4” through 16” pipe, more than 2200 customer meters, twelve pressure regulating stations and over 200 hydrants.

During calendar year 2006 a total of 322,615,437 gallons of water were produced and sold to over 2600 residential, commercial and industrial accounts.

PAST GOALS	ACCOMPLISHMENTS
Eliminate lease payments for water treatment plant site by purchasing the land from Longview Fibre Co.	Purchase completed in 2006
Relocate PW operations from current location to a suitably zoned site in the City.	Site purchased, master plan and Phase I design completed, currently soliciting bids
Add new pressure zone in SE quadrant of City (above elevation 1050’)	Completed, all water customers east of Langensand Rd. are located in the new pressure zone.

OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL
Develop next increment of water supply.	Currently investigating three alternatives. Endangered Species Act issues regarding salmon in the Sandy River Basin make this a challenging process.
Improve security and monitoring at Water Treatment Plant and pumping stations	Install intrusion/fire/smoke alarms at WTP and cameras at remote locations
Install emergency power systems at Water Treatment Plant and Terra Fern Pump Station	Purchase and install fixed standby generators and switchgear

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$6,639,257	\$5,041,476	Beginning Balance	\$5,160,112	\$2,659,975
\$3,068,436	\$2,242,901	Revenue	\$2,329,700	\$2,656,755
\$9,707,693	\$7,284,377	TOTAL REVENUES	\$7,489,812	\$5,316,730

EXPENDITURES

\$356,223	\$339,880	Personnel	\$383,307	\$408,339
\$526,320	\$749,511	Materials & Supplies	\$834,600	\$917,800
\$60,525	\$548,815	Capital Outlay	\$1,176,500	\$2,328,000
\$0	\$277,754	Debt Service	\$278,550	\$280,000
\$199,285	\$648,742	Transfers	\$358,844	\$354,705
\$0	\$0	Contingency	\$4,458,011	\$1,027,886
\$195,929	\$0	Other Expenditures	\$0	\$0
\$1,338,282	\$2,564,702	TOTAL EXPENDITURES	\$7,489,812	\$5,316,730

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.25	0.05	Clerk/Receptionist	0.07	0.05
0.61	0.61	Crew Leader	0.61	0.61
0.27	0.27	Engineering Tech.	0.27	0.27

0.26	0		Mechanic	0	0
0.03	0.03		Permit Clerk	0.03	0.03
0.43	0.43		Public Works Director	0.43	0.43
0.1	0		STP Operator I	0	0
0.2	0		Utility Accountant	0	0
0	0.4		Utility Clerk	0.4	0.4
0.93	1.26		Utility Worker	1.11	1.11
0.75	0		WTP Operator	0	0
3.83	3.05		TOTAL STAFF	2.92	2.9

Next Program: [Sewer](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$6,639,257	\$5,041,476	401000	WF Beg. Working Capital	\$5,160,112	\$2,659,975	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$8,442	423000	WF AFRD General	\$10,000	\$10,000	
\$450,208	\$451,712	433520	WF Water SDC	\$400,000	\$450,000	Systems development charges on new construction.
\$1,471,623	\$1,633,233	451100	WF Water Charges	\$1,680,000	\$1,720,000	Customer fees. A modest increase in rates will be proposed to keep up with operating cost increases.
\$17,178	\$14,740	457100	WF Engineering Fees	\$12,000	\$15,000	Permit and Plan Review fees charged to new development
\$71,698	\$87,059	471100	WF Interest	\$192,700	\$50,000	Includes \$142,000 payment from SandyNet Fund in 2006 (repayment of loan)
\$56,226	\$47,714	478000	WF Miscellaneous	\$35,000	\$45,000	
\$1,001,503	\$0	495352	WF SRF Loan Proceeds	\$0		
\$0	\$0	495355	WF Interfund Loan Receipts	\$0	\$366,755	\$204k SandyNet; \$162k Parks Cap.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$267,141	\$256,507	511100	WF Salaries	\$258,157	\$291,341	Labor costs are reduced in 03-05 due to contract operations for the water treatment system.
\$474	\$0	511200	WF Overtime	\$0	\$0	
\$24,295	\$24,330	521100	WF Benefits City pd M & D	\$49,883	\$45,811	
\$24,398	\$27,772	521200	WF Benefits City pd FICA/me	\$19,754	\$22,293	
\$23,208	\$22,473	521300	WF Benefits City pd PERS	\$41,802	\$38,285	
\$9,897	\$893	521360	WF Benefits City pd Df Comp	\$0	\$0	
\$360	\$794	521400	WF Benefits City pd LifeIns	\$1,102	\$1,095	
\$198	\$1,648	521600	WF Pr tax Unemployment	\$1,875	\$2,130	
\$6,044	\$5,173	521800	WF Pr tax Workers Comp.	\$10,734	\$7,384	
\$209	\$57	521901	WF Other - Drug tests	\$0	\$0	
\$0	\$233	522100	WF FlexPd - Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$102,224	\$76,966	601100	WF Supplies	\$75,000	\$95,000	
\$17,499	\$8,456	601200	WF Postage	\$11,000	\$3,500	
\$996	\$328	601300	WF Printing	\$250	\$300	
\$566	\$760	601400	WF Copier charges	\$700	\$750	
\$102	\$20	601500	WF Public Notices	\$200	\$200	
\$7,517	\$3,530	601600	WF Organizational Fees	\$7,200	\$8,000	
\$207	\$3,776	601700	WF Memberships	\$300	\$350	
\$93	\$233	601800	WF Books and Subscriptions	\$250	\$300	
\$0	\$1,049	601900	WF Uniforms	\$2,000	\$2,000	
\$1,717	\$1,126	602100	WF Employee Recruitment	\$300	\$500	
\$0	\$870	602200	WF Conferences	\$1,000	\$1,000	
\$1,244	\$1,900	602300	WF Training, Prof. Adv.	\$1,500	\$1,500	
\$0	\$19	602500	WF Meetings & Meals	\$50	\$100	
\$90	\$375	603100	WF Mileage Reimbursement	\$1,000	\$350	
\$3,982	\$4,802	603200	WF Vehicle - fuel	\$5,000	\$6,000	
\$0	\$0	603400	WF Vehicle Reg/ Licenses	\$0	\$100	
\$2,780	\$13,875	603500	WF Vehicle - repairs	\$6,000	\$5,000	
\$51,611	\$48,018	604100	WF Maintenance & Repair	\$65,000	\$50,000	
\$25,901	\$23,496	605100	WF Contractual Services	\$25,000	\$25,000	
\$124,952	\$433,762	605300	WF OMI Contract Svcs Water	\$500,000	\$585,000	Contract for operation and maintenance of the water treatment system.
\$0	\$0	605350	WF Contract Service Util Bill	\$0	\$15,000	
\$347	\$1,153	606100	WF Equipment Rental	\$2,500	\$3,500	

\$104,505	\$12,723	607100	WF Utilities	\$12,000	\$12,500	
\$5,513	\$6,216	608100	WF Professional Services	\$12,000	\$3,000	
\$23,506	\$11,209	608102	WF City Attorneys	\$8,000	\$30,000	
\$4,484	\$41,691	608200	WF Prof. Serv. - Engineering	\$35,000	\$17,500	Primarily Plan Review costs for new development
\$27,045	\$30,326	609100	WF Insurance	\$36,000	\$37,500	
\$193	\$503	610200	WF ACH Direct Debit Fees	\$450	\$550	
\$7,388	\$7,101	628200	WF VISA Merchant Fee	\$6,500	\$1,750	
\$0	\$27	628300	SF Investment Fees	\$0		
\$6,112	\$0	650100	WF Chemicals	\$200	\$200	
\$74	\$0	650201	WF Prog. - Water Conserv.	\$3,000	\$3,000	
\$39	\$243	650300	WF Regulatory Fees	\$200	\$350	
\$5,636	\$6,515	650500	WF Water Testing	\$7,000	\$8,000	
\$0	\$8,442	655000	WF AFRD Reimburse	\$10,000		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$10,925	710000	WF Land	\$500,000		Purchase of water treatment plant site, and land for new field operations center.
\$0	\$59,408	714001	WF Brownell Springs	\$60,000	\$30,000	Replacement of equipment building at Brownell Springs
\$0	\$0	714003	WF Salmon River	\$0	\$1,675,000	
\$780	\$135,241	732000	WF Water System Improvemnts	\$85,000	\$25,000	
\$1,991	\$3,072	740100	WF Computer Equipment	\$3,000	\$3,000	
\$15,346	\$5,905	760000	WF Machinery & Equipment	\$13,000	\$20,000	Water Fund share of new pickup truck
\$0	\$10,904	772000	WF Major Repairs Water Sys.	\$15,000	\$25,000	
\$0	\$0	772004	WF Guaging station/intake	\$200,000	\$50,000	Salmon River Source Development
\$369	\$0	772005	WF Permanent generator	\$2,500	\$200,000	Generators and switchgear for emergency power at WTP, Terra Fern Pump Station and Brownell Springs
\$0	\$0	772007	WF Watershed Monitoring	\$8,000		
\$1,764	\$40,250	772009	WF Reservoir Coating	\$0		
\$7,087	\$9,834	772010	WF Wtp Improvements	\$15,000	\$200,000	Includes \$100k monitoring equipment and security improvements
\$10,631	\$0	772012	WF Dubarko Dr. LSN Water Line	\$175,000		Install a water line in Dubarko Dr. as part of the Dubarko STIP project
\$5,340	\$0	772013	WF Water Audit	\$0		

Line Item Detail

\$0	\$273,276	780000	WF Oversizing/ Special Proj.	\$100,000	\$100,000	Water line replacement or oversizing associated with paving projects or new development
\$17,216	\$0	785120	WF Cascadia Water SDC Reim.	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$127,262	812303	WF State Revolving Loan prin	\$135,142	\$140,000	The Water Treatment Plant expansion and a portion of the Vista Loop Reservoir project were financed through a low-interest state revolving fund loan.
\$0	\$150,491	812304	WF Interest SRF	\$143,408	\$140,000	Interest payment on State Revolving Fund loan.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$74,285	\$78,742	910110	WF Transfer to General Fund	\$106,844	\$124,057	
\$0	\$510,000	910350	GF Trsfer to Pks Cap Proj Fund	\$0		
\$0	\$0	910370	WF Transfer to Opr Ctr Fund	\$0	\$230,648	
\$125,000	\$60,000	910560	WF Intrafund Loan to TC Fund	\$252,000		Loans to begin DSL service and start-up costs for wireless service.

Line Item Detail**2001- 2003-****2005- 2007-****03 05 Object Description****07 09 Note****Actual Actual****Budget Budget**

\$0	\$0	950000	WF Water Fd Contingency	\$4,458,011	\$1,027,886	
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$195,929	\$0	960000	WF Depreciation Expense	\$0	
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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 21 miles of 6” through 21” pipe and five pump stations.

PAST GOALS	ACCOMPLISHMENTS
Relocate PW operations from current location to a suitably zoned site in the City	Site purchased, master plan and Phase I design completed, currently soliciting bids
Inspect and rehabilitate older sanitary sewers – especially those in streets proposed for maintenance	Replaced 350 lineal feet of 55-year old 8” sewer line in conjunction with the Junker’s West Parking Lot Project
OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL

Inspect and rehabilitate older sanitary sewers – especially those in streets proposed for maintenance	Continue annual cleaning and inspection program.
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REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$5,373,892	\$3,126,792	<u>Beginning Balance</u>	\$1,996,437	\$1,949,212
\$2,531,625	\$2,451,559	<u>Revenue</u>	\$2,506,675	\$2,747,165
\$7,905,517	\$5,578,351	TOTAL REVENUES	\$4,503,112	\$4,696,377

EXPENDITURES

\$333,371	\$227,717	<u>Personnel</u>	\$276,867	\$293,881
\$774,072	\$905,588	<u>Materials & Supplies</u>	\$1,025,300	\$1,235,100
\$124,315	\$1,601,726	<u>Capital Outlay</u>	\$1,001,000	\$1,338,500
\$376,095	\$424,898	<u>Debt Service</u>	\$422,500	\$435,000
\$0	\$0	<u>Contingency</u>	\$1,660,573	\$56,504
\$209,815	\$0	<u>Other Expenditures</u>	\$0	
\$98,079	\$613,964	<u>Transfers</u>	\$116,872	\$1,337,392
\$1,915,747	\$3,773,893	TOTAL EXPENDITURES	\$4,503,112	\$4,696,377

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0.25	0.05	Clerk/Receptionist	0.07	0.05
0.17	0.17	Crew Leader	0.17	0.17
0.27	0.27	Engineering Tech.	0.27	0.27
0.2	0	Mechanic	0	0
0.03	0.03	Permit Clerk	0.03	0.03
0.41	0.41	Public Works Director	0.41	0.41
0.9	0	STP Operator I	0	0
1	0	STP Operator II	0	0
0.25	0	Systems Operator	0	0

0.2	0.4		Utility Clerk	0.4	0.4
0.27	0.61		Utility Worker	0.78	0.78
3.95	1.94		TOTAL STAFF	2.13	2.11

Next Program: [Storm Water](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$5,373,892	\$3,126,792	401000	SF Beg. Working Capital	\$1,996,437	\$1,949,212	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

2001- 03	2003- 05	Object Description	2005- 07	2007- 09	Note
Actual	Actual		Budget	Budget	
\$2,620	\$1,497	423000 SF AFRD General	\$3,500	\$7,300	
\$0	\$82	423302 SF Meeker St AFRD	\$175		
\$13,661	\$3,192	423304 SF Langensand Sewer AFRD	\$0		
\$13	\$0	426008 SF Assmt interest LID8 Lang	\$0		
\$757,176	\$630,823	433530 SF Sewer SDC	\$600,000	\$650,000	Systems development charges on new construction.
\$29,360	\$15,780	433535 SF North Bluff Sewer SDCs	\$20,000		
\$1,588,578	\$1,708,839	452100 SF Sewer Charges	\$1,800,000	\$1,850,000	Sewer user fees. A modest increase in rates will be proposed to keep pace with operating costs.
\$15,054	\$16,336	457100 SF Engineering Fees	\$20,000	\$20,000	Permit and Plan Review fees charged to new development
\$123,748	\$72,087	471100 SF Interest	\$60,000	\$5,000	
\$1,416	\$2,923	478000 SF Miscellaneous Revenue	\$3,000	\$500	
\$0	\$0	495355 SF Interfund Loan Receipts	\$0	\$214,365	\$51,865 from stormwater, \$162,000 from Parks Cap.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$249,731	\$173,625	511100	SF Salaries	\$185,973	\$210,668	Labor costs are reduced in 03-05 due to contract operations at Wastewater Treatment Plant
\$1,488	\$0	511200	SF Overtime	\$0	\$0	
\$26,936	\$15,111	521100	SF Benefits City pd M & D	\$36,270	\$32,629	
\$20,643	\$18,910	521200	SF Benefits City pd FICA/me	\$14,233	\$16,121	
\$21,710	\$14,779	521300	SF Benefits City pd PERS	\$30,113	\$27,681	
\$8,084	\$839	521360	SF Benefits City pd Df Comp	\$0	\$0	
\$1,366	\$538	521400	SF Benefits City pd LifeIns	\$803	\$796	
\$141	\$1,029	521600	SF Pr tax Unemployment	\$1,353	\$1,539	
\$2,891	\$2,681	521800	SF Pr tax Workers Comp.	\$8,122	\$4,447	
\$383	\$57	521901	SF Other - drug tests	\$0	\$0	
\$0	\$148	522100	SF FlexPd - Service Charge	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$59,546	\$19,614	601100	SF Supplies	\$25,000	\$25,000	
\$4,122	\$4,984	601200	SF Postage	\$5,500	\$4,000	
\$963	\$339	601300	SF Printing	\$500	\$250	
\$218	\$4,130	601400	SF Copier charges	\$250	\$950	
\$492	\$210	601500	SF Public Notices	\$200	\$200	
\$358	\$658	601600	SF Organizational Fees	\$700	\$1,500	
\$557	\$67	601700	SF Memberships	\$500	\$500	
\$89	\$158	601800	SF Books and Subscriptions	\$200	\$200	
\$0	\$1,049	601900	SF Uniforms	\$1,000	\$1,000	
\$3,251	\$1,194	602100	SF Employee Recruitment	\$300	\$200	
\$6	\$865	602200	SF Conferences	\$1,000	\$1,000	
\$1,760	\$780	602300	SF Training, Prof Adv.	\$1,000	\$1,000	
\$0	\$42	602500	SF Meetings & Meals	\$50	\$50	
\$251	\$330	603100	SF Mileage Reimbursement	\$350	\$350	
\$3,962	\$4,802	603200	SF Vehicle - fuel	\$4,500	\$5,000	
\$4,410	\$8,326	603500	SF Vehicle - repairs	\$10,000	\$3,500	
\$101,320	\$75,256	604100	SF Repairs & Maintenance	\$75,000	\$75,000	
\$35,184	\$23,446	605100	SF Contractual Services	\$30,000	\$30,000	
\$206,981	\$672,683	605300	SF OMI Contract Svcs Sewer	\$760,000	\$825,000	Contract operation and maintenance services at the wastewater treatment plant.
\$0	\$0	605350	SF Contract Service Util Bill	\$0	\$15,000	
\$883	\$713	606100	SF Equipment Rental	\$1,500	\$3,500	

\$126,728	\$10,831	607100	SF Utilities	\$12,000	\$135,000	Cost in 03-05 primarily for power for pump stations. WWTP power costs covered by OMI contract.
\$8,391	\$9,103	608100	SF Professional Services	\$10,000	\$12,500	
\$1,102	\$105	608102	SF City Attorneys	\$500		
\$76,890	\$12,339	608200	SF Prof. Serv. - Engineering	\$25,000	\$20,000	Primarily Plan Review costs for new development
\$34,411	\$32,779	609100	SF Insurance	\$40,000	\$45,000	
\$193	\$474	610200	SF ACH Direct Debit Fees	\$500	\$750	
\$6,598	\$2,496	628200	SF VISA Merchant Fee	\$2,500	\$2,500	
\$0	\$27	628300	SF Investment Fees	\$0		
\$12,097	\$0	650100	SF Chemicals	\$250	\$250	
\$2,858	\$15,983	650300	SF Regulatory Fees	\$13,000	\$13,500	DEQ annual NPDES permit fee
\$73,849	\$0	650400	SF Sludge Disposal	\$0		
\$6,603	\$310	650500	SF Water Testing	\$500	\$7,000	
\$0	\$1,497	655000	SF AFRD Reimburse	\$3,500	\$5,400	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	715300	SF Field Operations Land	\$440,000		
\$0	\$0	715600	SF Field Operations Center	\$50,000	\$85,000	
\$4,978	\$4,079	733000	SF Sewer System Improvemnts	\$150,000	\$600,000	Placeholder for sewer line replacements or other needs.
\$782	\$9,720	733002	SF Pleasant St. Sewer Repl	\$0	\$350,000	Replacement of 50-year old sewer in conjunction with CDBG street project, (50 years is old for a sewer but not for a Public Works Director).
\$3,338	\$4,026	740100	SF Computer Equipment	\$6,000	\$3,500	
\$15,775	\$3,154	760000	SF Machinery and Eq.	\$100,000	\$75,000	Sewer Fund share of vacuum truck and pickup truck.
\$0	\$37,500	773000	SF Major Repairs - Sewer	\$25,000	\$25,000	
\$779	\$186,149	773002	SF Upgrade Meinig St pump s	\$0		
\$621	\$150,765	773004	SF SE Area Pump Station	\$0		City match for developer-funded project.
\$60,380	\$1,189,585	773005	SF Sludge Dewatering System	\$0		The "dewatering" system will substantially reduce sludge disposal costs. It is a component of the sewer facilities plan.
\$32,892	\$16,748	773020	SF North Bluff Sewer SDC Reim	\$30,000		

\$4,769		\$0 780000	SF Oversizing/Special Proj.	\$200,000	\$200,000	Sewer utility contribution for oversizing pipes in private developments (to serve upstream customers) and to repair or replace older sewers in conjunction with paving projects.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$23,889	\$48,316	812301	SF OEDD STP exp. - principal	\$49,000	\$55,000	Principal payment on state loan for treatment plant.
\$30,040	\$64,430	812302	SF USDA-RA STP exp. -princ.	\$66,000	\$70,000	Principal payment for federal loan for treatment plant.
\$46,462	\$42,160	832301	SF OEDD STP exp. - interest	\$39,000	\$40,000	Interest payment on state loan for treatment plant.
\$275,704	\$269,992	832302	SF USDA-RA STP exp. -int.	\$268,500	\$270,000	Interest payment on federal loan for treatment plant.

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	950000	SF Sewer Fund Contingency	\$1,660,573	\$56,504	
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$209,815	\$0	960000 SF Depreciation Expense	\$0		
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$98,079	\$103,964	910110	SF Transfers to General Fd	\$116,872	\$137,296	Transfer for indirect overhead services.
\$0	\$0	910250	SF Transfer to Telecom	\$0	\$123,448	
\$0	\$510,000	910350	SF Transfer to Park Cap Proj	\$0		
\$0	\$0	910370	SF Transfer to Opr Ctr Fund	\$0	\$230,648	
\$0	\$0	910440	SF Transfer to Bond Reserve Fd	\$0	\$846,000	



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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. During the first two years of the Utility's existence we have cleaned all catch basins in the City using rental equipment.

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. As a result we have added one FTE Utility Worker to the Public Works crew in order to be able to keep up with stormwater maintenance.

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
Transfer stormwater maintenance costs from Street Fund to Stormwater Fund.	All stormwater maintenance is now funded through the Stormwater Utility
OBJECTIVES FOR THE NEXT BIENNIUM	
GOAL	PROPOSAL

Develop asset inventory and maintenance program for the Stormwater system.	Purchase equipment and contract for services to maintain system. Include inspection program for private detention and treatment facilities.
Develop public outreach and education program.	“Steal” programs from other agencies.
Design and construct off-channel improvements in Meinig park to detain stormwater flows in No-Name Creek basin	Plan and construct this project in conjunction with “daylighting” and stream bank restoration of No-Name Creek in Meinig Park
Implement stormwater demonstration projects	Construct permeable pavement and infiltration structure on Shalimar Ave. Construct eco-roof on a city building

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$3,798	\$3,860	Beginning Balance	\$3,860	\$142,592
\$69	\$31,011	Revenue	\$1,326,000	\$345,500
\$3,867	\$34,871	TOTAL REVENUES	\$1,329,860	\$488,092

EXPENDITURES

\$0	\$0	Personnel	\$67,000	\$106,079
\$0	\$35,304	Materials & Supplies	\$62,500	\$57,445
\$0	\$0	Capital Outlay	\$1,092,500	\$66,000
\$0	\$0	Debt Service	\$72,000	\$51,865
\$0	\$0	Contingency	\$18,725	\$67
\$359	\$0	Other Expenditures	\$0	
\$0	\$0	Transfers	\$17,135	\$206,636
\$359	\$35,304	TOTAL EXPENDITURES	\$1,329,860	\$488,092

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
0	0	Utility Worker	0.5	1
0	0	TOTAL STAFF	0.5	1

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

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$3,798	\$3,860	401000	SW Beginning Working Capital	\$3,860	\$142,592	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$7,773	423000	SW AFRD General	\$1,000		
\$0	\$23,376	452500	SW Stormwater Charges	\$325,000	\$330,000	User fees; depends on creation of stormwater utility.
\$0	\$0	457100	SW Engineering Fees	\$0	\$14,000	
\$69	-\$138	471100	SW Interest	\$0	\$1,500	
	\$0	495200	SW Revenue Bond Proceeds	\$1,000,000		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	511100	SW Salaries	\$33,342	\$72,175	
\$0	\$0	521000	SW Fringe Benefits	\$19,051		
\$0	\$0	521100	SW Benefits City pd M&D	\$8,615	\$15,156	
\$0	\$0	521200	SW Benefits City pd FICA/me	\$2,550	\$5,530	
\$0	\$0	521300	SW Benefits City pd PERS	\$3,012	\$9,480	
\$0	\$0	521400	SW Benefits City pd LifeIns	\$190	\$378	
\$0	\$0	521600	SW Pr Tax Unemployment	\$240	\$530	
\$0	\$0	521800	SW Pr Tax Workers Comp	\$0	\$2,830	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$530	601100	SW Supplies	\$10,000	\$10,000	
\$0	\$0	601200	SW Postage	\$0	\$200	
\$0	\$0	601400	SF Copier Charges	\$0	\$50	
\$0	\$0	601700	SW Memberships	\$0	\$75	
\$0	\$0	601800	SW Books and Subscriptions	\$0	\$50	
\$0	\$0	601900	SW Uniforms	\$0	\$500	
\$0	\$0	602200	SW Conferences	\$0	\$400	
\$0	\$0	602300	SW Training	\$0	\$500	
\$0	\$0	603100	SW Mileage Reimbursement	\$0	\$350	
\$0	\$0	603200	SW Vehicle - Fuel	\$0	\$3,000	
\$0	\$0	603500	SW Vehicle Repairs	\$0	\$1,000	
\$0	\$7,865	605100	SW Contractual Services	\$20,000	\$5,000	
\$0	\$0	605350	SW Contract Service Util Bill	\$0	\$4,320	
\$0	\$663	606100	SW Equipment Rental	\$10,000	\$12,500	
\$0	\$0	607100	SW Utilities	\$0	\$1,500	
\$0	\$2,841	608100	SW Professional Services	\$1,500		
\$0	\$15,632	608200	SW Prof. Serv. Engineering	\$20,000	\$18,000	
\$0	\$7,773	655000	SW AFRD Reimburse	\$1,000		

Line Item Detail

2001- 2003-
03 05 Object Description
Actual Actual

2005- 2007-
07 09 Note
Budget Budget

\$0	\$0	710000	SW 17600 Bluff Road	\$30,000	\$0	Payment for loan from Sewer Fund
\$0	\$0	732000	SW Improvements	\$962,500	\$0	
	\$0	760000	SW Machinery and Equipment	\$100,000	\$66,000	Stormwater Fund lease pmt. for vacuum truck

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	812300	SW Bond Payments	\$72,000	\$0	
\$0	\$0	830001	SW Interfund Loan Payment	\$0	\$51,865	Repayment to Sewer Fund

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000	SW Contingency	\$18,725	\$67	
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$359	\$0	960000	SW Depreciation	\$0	
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Line Item Detail

2001- 03	2003- 05	Object Description	2005- 07	2007- 09	Note
Actual	Actual		Budget	Budget	

\$0	\$0	910110	SW Transfer to General Fund	\$17,135	\$25,368	
\$0	\$0	910370	SW Transfer to Op Ctr Fund	\$0	\$181,268	


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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.

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

PAST GOALS	ACCOMPLISHMENTS
Increase service and coverage in newly-developing areas of the city.	A tower was installed in Bornstedt Village; Wi-Fi service was initiated in Double Creek neighborhood.
Emphasize the use of SandyNet as an economic development tool to provide reliable high-bandwidth service to existing and new Sandy businesses.	Recent business customers include the US Forest Service, AEC, and Suburban Auto Group
OBJECTIVES FOR THE NEXT BIENNIUM <ul style="list-style-type: none"> ● Expand Wi-Fi coverage to Sandy Bluff and the east side of the city. ● Light up a downtown fiber loop and connect selected high-bandwidth customers. 	
BUDGET NOTES The 2007-09 assumes the creation of an IT Manager position in the general fund, with a transfer from the telecommunications fund to the general fund to partially fund this position..	

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$61,148	\$25,105	Beginning Balance	\$1,507	\$14,036
\$131,047	\$255,365	Revenue	\$448,883	\$503,255
\$192,195	\$280,470	TOTAL REVENUES	\$450,390	\$517,291

EXPENDITURES

\$0	\$0	Personnel	\$42,840	\$68,675
\$128,089	\$190,958	Materials & Supplies	\$159,678	\$110,077
\$56,003	\$82,304	Capital Outlay	\$101,900	\$114,255
	\$0	Debt Service	\$142,700	\$204,255
\$0	\$0	Contingency	\$3,273	\$11,924
\$0	\$0	Transfers	\$0	\$8,105
\$184,092	\$273,262	TOTAL EXPENDITURES	\$450,391	\$517,291

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 Budget
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Telecommunications

0	0	IT Manager	0	0.5
0	0	Network Administrator	0.5	0
0	0	TOTAL STAFF	0.5	0.5

Next Program: [Parks Capital Projects](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$61,148	\$25,105	401100	TCrev Beg Working Capital	\$1,507	\$14,036	
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$30,000	441460	TC Grants	\$0		
\$4,705	\$58,104	451600	TC SandyNet DSL Charges	\$82,800	\$57,600	
\$0	\$27,874	451700	TC Sandy Net Wireless Charges	\$114,083	\$156,000	
\$0	\$0	451800	TC Sandy Net Business Charges	\$0	\$20,400	
\$1,332	-\$628	471100	TC Interest revenue	\$0	\$0	
\$10	\$15	478000	TC Miscellaneous revenue	\$0	\$0	
\$0	\$80,000	490110	TC Transfer from General Fund	\$0	\$269,255	For debt retirement; \$65k op support.
\$125,000	\$60,000	495600	TC Loan Proceeds Fm Wtr Fund	\$252,000	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	511100	TC Salaries	\$19,575	\$41,659	
\$0	\$0	511500	TC Network Admin Scholarship	\$10,000	\$0	
\$0	\$0	521100	TC Benefits City pd M&D	\$8,615	\$7,578	
\$0	\$0	521200	TC Benefits City pd FICA/me	\$1,495	\$3,185	
\$0	\$0	521300	TC Benefits City pd PERS	\$2,510	\$4,143	
\$0	\$0	521400	TC Benefits City pd Life Ins	\$500	\$10,000	
\$0	\$0	521600	TC Pr Tax Unemployment	\$145	\$305	
\$0	\$0	521800	TC Pr Tax Workers Comp	\$0	\$1,805	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$15,809	\$6,301	601100	TC Supplies	\$6,000	\$10,000	
\$65	\$0	601200	TC Postage	\$0	\$306	
\$1,148	\$1,538	601300	TC Printing	\$2,000	\$94	
\$0	\$250	601800	TC Books & Subscriptions	\$0	\$198	
\$0	\$0	602300	TC Training, Prof Adv	\$0	\$1,000	
\$0	\$700	604100	TC Maint & Repair	\$500	\$432	
\$4,313	\$32,930	605100	TC Contractual Services	\$12,000	\$2,976	Includes \$30/mo for billing service
\$10,569	\$23,528	605201	TC Contractual Svcs, Internet	\$35,100	\$38,880	Charter/Comcast
\$3,190	\$500	605202	TC Contractual Svcs, ISP	\$1,000	\$106	
\$0	\$0	605350	TC Contract Service Util Bill	\$0	\$394	
\$48	\$28	606100	TC Equipment Rental	\$0	\$48	
\$5,415	\$17,741	606110	TC Leased Lines	\$31,879	\$0	Airspeed Backhaul
\$0	\$22,602	606200	TC Wireless Customer Equip.	\$58,308	\$0	
\$0	\$20,489	606210	TC AEC Capacity Increase	\$0	\$27,696	Silverstar Access Fee
\$3,972	\$20,160	607100	TC Utilities	\$0	\$26,630	Verizon Line Fees
\$83,385	\$38,900	608100	TC Professional Services	\$6,000	\$1,858	
\$0	\$525	608102	TC City Attorney	\$0	\$0	
\$40	\$0	609100	TC Insurance	\$0	\$0	
\$0	\$1,362	609200	TC Advertising	\$1,790	\$1,590	
\$0	\$130	609205	TC SandyNet Referral Credits	\$0	\$0	
\$0	\$128	628200	TC Visa Merchant Fees	\$50	\$201	
\$136	\$3,146	650300	TC Regulatory Fees	\$5,051	-\$2,332	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	740100	TC Computer Equipment	\$5,000	\$2,120	
\$56,003	\$9,383	740200	TC Telecom Equipment	\$15,000	\$98,000	
\$0	\$72,922	740300	TC Wireless Network	\$61,900	\$6,135	
\$0	\$0	740400	TC Wi Fi	\$20,000	\$8,000	PGE Street light installs

Line Item Detail

2001- 2003-

03 05 Object Description

Actual Actual

2005- 2007-

07 09 Note

Budget Budget

	\$0	830001	TC Interest on Interfund Debt	\$142,700	\$204,255	
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000	TF Contingency	\$3,273	\$11,924	
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	910110	TC Transfer to General Fund	\$0	\$8,105	
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Department/Program:	099 Parks Capital Projects
Fund:	350 Parks Capital Fund

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

PAST GOALS	ACCOMPLISHMENTS
Council Goal: Acquire land for a large community park	5 acres of land (and a house) was acquired to be used for a park in the Bornstedt Village area
Council Goal: Complete improvements to Meinig Park: No Name Creek restoration, vegetation, amphitheater area, restrooms, main stage and paths	Construction of restrooms and amphitheater complete; stream daylighted near amphitheater; native vegetation species planted around new amphitheater
Council Goal: Install drinking fountains at Jonsrud Viewpoint and Sandy Skatepark	Pending
Council Goal: Seek funding for the connection between the Sandy bike/pedestrian trail system and the Springwater and Estacada trails	City representatives continue to advocate for Sandy's interest in connecting local bike/pedestrian trails to regional facilities
Complete Tickle Creek Trail and Open Space improvements	Updated timeline indicates completion by November, 2007

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 as well as MHCC Natural Resources Technology Program - Several volunteer and grant-funded projects have taken place in Sandy River, Meinig and Tickle Creek Parks
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OBJECTIVES FOR THE NEXT BIENNIUM

- Council Goal: Install drinking fountains at Jonsrud Viewpoint and Sandy Skatepark
- Council Goal: Complete the master plan for the Sandy River Park and begin improvements.
- 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
- Upgrade main stage at Meinig Park
- Sell house in Bornstedt Village Park
- Complete Tickle Creek Trail
- Coordinate with Watershed Conservation groups on park/open space/wetlands invasive species removal/native species replanting projects Coordinate with Watershed Conservation groups on park/open space/wetlands invasive species removal/native species replanting projects

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$754,537	\$426,916	Beginning Balance	\$684,116	\$530,716
\$633,601	\$1,648,713	Revenue	\$910,000	\$800,000
\$1,388,138	\$2,075,629	TOTAL REVENUES	\$1,594,116	\$1,330,716

EXPENDITURES

\$14,809	\$96,802	Materials & Supplies	\$11,100	\$6,200
\$527,626	\$1,281,492	Capital Outlay	\$1,085,000	\$990,000
\$1,875	\$5,000	Debt Service	\$454,000	\$330,000
\$0	\$0	Contingency	\$44,016	\$4,516
\$544,311	\$1,383,294	TOTAL EXPENDITURES	\$1,594,116	\$1,330,716

Next Program: [Operations Center Construction](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$754,537	\$426,916	401000	PC Beg Working Capital	\$684,116	\$530,716	Beginning Working Capital is the beginning balance for the fund. It equals the ending balance from the prior fiscal period.
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	433420	PC Park Pympt in Lieu of Land	\$380,000	\$175,000	Payment in lieu of land dedication
\$314,652	\$567,688	433510	PC Park SDCs	\$250,000	\$250,000	Systems Development Charges on new development.
\$22,860	\$20,058	433610	PC Cascadia Park SDCs	\$15,000		
\$0	\$25,000	440990	PC Grants - Other	\$250,000	\$200,000	
\$0	\$0	471005	PC Sale of Bornstedt Property	\$0	\$150,000	Could possibly sell off with section of land
\$15,089	\$15,967	471100	PC Interest	\$15,000	\$25,000	
\$230,000	\$0	472000	PC Sandy River Park Grant	\$0		
\$50,000	\$0	473000	PC Proceeds from Note	\$0		
\$1,000	\$0	475010	PC Donations - Gazebo	\$0		
\$0	\$1,020,000	495600	PC Loan Proceeds	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$118	601100	PC Supplies	\$5,000	\$2,000	
\$0	\$27	602500	PC Meetings & Meals	\$100	\$200	
\$1,007	\$87,722	608100	PC Professional Services	\$0		
\$2,636	\$1,724	628200	PC VISA Merchant Fee	\$5,000	\$4,000	
\$11,167	\$0	635200	PC Skatepark	\$1,000		
\$0	\$7,211	635300	PC Indoor Sports Facility	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$1,024,452	715008	PC Park Land Acquisition	\$0		
\$0	\$0	715009	PC Deer Pointe Park	\$0	\$45,000	Disc golf & tennis court
\$0	\$0	715010	PC Knollwood Park Improvements	\$0	\$25,000	Contingent on land acquisition
\$40,095	\$625	715012	PC Meinig Park Gazebo	\$0		
	\$156	715013	PC Meinig Park Restrooms	\$130,000		Restroom design & construction
	\$12,759	715014	PC Meinig Park Amphitheater	\$200,000		Amphitheater design & construction
	\$0	715015	PC Meinig Park Main Stage	\$25,000		New roof & other improvements will be included in Park Maintenance budget
	\$0	715016	PC Meinig Park Parking Lot	\$50,000	\$50,000	Daylight creek & landscape in conjunction w/stormwater detention project
\$0	\$0	715020	PC Grant Funded Projects	\$0	\$200,000	
\$1,555	\$0	715071	PC Tickle Creek Bike Path	\$370,000	\$350,000	Engineering & construction
\$371,585	\$20,948	715072	PC Sandy River Park	\$100,000	\$150,000	Balloon payment of \$50k; master plan; improvements
\$53,255	\$49,525	715080	PC Community Ballfields	\$0		delete
\$0	\$0	715200	PC Sandy Bluff Park	\$110,000		
\$1,668	\$992	715900	PC Future Parks Projects	\$25,000	\$150,000	Includes connection of Hamilton Ridge path to Dubarko & Tickle Creek Trail

Line Item Detail

\$59,469	\$172,036	785110	PC Cascadia Parks SDC Reim.	\$75,000		
\$0	\$0	785112	PC Barlow Ridge SDC Reimb	\$0	\$10,000	
\$0	\$0	785113	PC Hamilton Ridge SDC Reimb	\$0	\$10,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$1,875	\$5,000	832905	PC Sandy River Park Int.	\$4,000	\$5,000	
\$0	\$0	833100	PC Parkland Principal	\$368,000	\$325,000	Bornstedt Village park; payment made from in lieu of land & home sale revenue
\$0	\$0	833105	PC Parkland Interest	\$82,000		

Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000	PC Contingency	\$44,016	\$4,516	
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Department/Program:	099 Non-Operating
Fund:	370 Operations Center Construction

This is a new (and short-term) fund established to account for the construction of the new Sandy Operations Center that will house Sandy Transit and Public Works operations, and Police evidence and equipment storage.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$0	\$0	Beginning Balance	\$0	\$42,997
\$0	\$0	Revenue	\$0	\$4,823,365
\$0	\$0	TOTAL REVENUES	\$0	\$4,866,362

EXPENDITURES

\$0	\$0	Materials & Supplies	\$0	\$141,449
\$0	\$0	Capital Outlay	\$0	\$4,724,500
\$0	\$0	Contingency	\$0	\$413
\$0	\$0	TOTAL EXPENDITURES	\$0	\$4,866,362

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

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	401000	Op Ctr Beg Working Capital	\$0	\$42,997	
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	477500	Op Ctr Land Sale	\$0	\$1,290,000	
\$0	\$0	490110	Op Ctr Transfer fm other Funds	\$0	\$484,439	
\$0	\$0	490240	Op Ctr Transfer fm Street Fund	\$0	\$441,521	
\$0	\$0	490270	Op Ctr Transfer fm Transit Fund	\$0	\$1,964,841	
\$0	\$0	490520	Op Ctr Transfer fm Water Fund	\$0	\$230,648	
\$0	\$0	490530	Op Ctr Transfer fm Sewer Fund	\$0	\$230,648	
\$0	\$0	490540	Op Ctr Transfer fm SW Fund	\$0	\$181,268	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	601100	Op Ctr Supplies	\$0	\$3,000	
\$0	\$0	608100	Op Ctr Professional Services	\$0	\$38,449	VOIP phone system
\$0	\$0	608200	Op Ctr Engineering	\$0	\$100,000	

Line Item Detail

**2001- 2003-
03 05 Object Description
Actual Actual**

**2005- 2007-
07 09 Note
Budget Budget**

\$0	\$0	732000	Op Ctr Improvements	\$0	\$4,724,500	457.5k-constr., 75k permits, 11k art, 131k cont., 150k clear old shops
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000	Op Ctr Contingency	\$0	\$413	
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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

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$55,741	\$52,879	Beginning Balance	\$268,747	\$265,085
\$167,847	\$457,467	Revenue	\$96,300	\$3,585
\$223,588	\$510,346	TOTAL REVENUES	\$365,047	\$268,670

EXPENDITURES

\$168,362	\$157,438	Debt Service	\$194,801	\$217,527
\$0	\$0	Other Expenditures	\$170,246	\$51,143
\$168,362	\$157,438	TOTAL EXPENDITURES	\$365,047	\$268,670

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

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$55,741	\$52,879	401000	LD Beg. Working Capital	\$268,747	\$265,085	
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	421006	LD LID Debt Service Assmts	\$50,000		
\$33,039	\$237,033	421009	LD Assmt Princ. - LID 9 TC	\$23,600		
\$112,059	\$143,879	421010	LD Assmt Princ.-LID10 362nd	\$4,500	\$3,375	
\$1,830	\$52,574	426009	LD Assmt interest - LID9 TC	\$16,000		
\$19,983	\$14,075	426010	LD Assmt int.-LID 10 362nd	\$1,000	\$210	
\$936	\$9,906	471100	LD Interest	\$1,200		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	812900	LD LID Debt Service	\$50,000		
\$27,531	\$28,326	812903	LD OEDD LID 10 362nd princ.	\$29,097	\$217,527	Payment of remaining balance
\$90,000	\$90,000	815001	LD LID 9 TC (\$.45) princ.	\$90,000		
\$27,769	\$25,275	832902	LD OEDD LID10 interest	\$22,798		
\$23,063	\$13,838	835001	LD LID 9 TC (\$.45) interest	\$2,306		
\$0	\$0	870000	LD Registrar/Paying Agent	\$600		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	980100	LD Reserve for Future Pymts	\$170,246	\$51,143	
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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

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$0	\$0	Revenue	\$0	\$886,000
\$0	\$0	TOTAL REVENUES	\$0	\$886,000

EXPENDITURES

\$0	\$0	Other Expenditures	\$0	\$886,000
\$0	\$0	TOTAL EXPENDITURES	\$0	\$886,000

Next Program: [Urban Renewal District](#)

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	471100	SBR Interest	\$0	\$40,000	
\$0	\$0	490440	SBR Transfer fm Sewer Fund	\$0	\$846,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$0	\$0	980100	SBR Reserve for Future Payment	\$0	\$886,000	
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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: Construct a downtown public parking lot.	Parking lot opened to the public in January 2007.
Council goal: Explore the feasibility of an office building featuring executive suites.	An architectural design and market analysis was completed for a downtown lot.
Pursue creation of a downtown public plaza.	Land was purchased in 2006.

OBJECTIVES FOR THE NEXT BIENNIUM

- **Council goal:** Complete downtown projects per the Urban Renewal Plan.
- **Council goal:** Consider creation of a new Urban Renewal District after the existing district expires.

BUDGET NOTE:

Major projects for 2007-09 are the final projects for the district--relocating utility wires underground, improving downtown streetscape, installing pedestrian signals, and initial improvements to the public plaza.

REVENUES

2001-03 Actual	2003-05 Actual		2005-07 Budget	2007-09 Budget
\$181,322	\$851,334	Beginning Balance	\$803,170	\$775,525
\$1,299,046	\$810,209	Revenue	\$2,706,484	\$3,564,150
\$1,480,368	\$1,661,543	TOTAL REVENUES	\$3,509,654	\$4,339,675

EXPENDITURES

\$37,916	\$40,216	Personnel	\$46,478	\$47,137
\$29,019	\$33,023	Materials & Supplies	\$31,950	\$34,187
\$305,208	\$394,848	Capital Outlay	\$2,619,000	\$4,156,000
\$184,627	\$369,253	Debt Service	\$735,900	\$0
\$13,623	\$14,440	Transfers	\$16,111	\$15,918
\$0	\$0	Contingency	\$60,215	\$86,433
\$570,394	\$851,780	TOTAL EXPENDITURES	\$3,509,654	\$4,339,675

STAFF

2001-03 Actual	2003-05 Actual	Position	2005-07 Budget	2007-09 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**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$181,322	\$851,334	401000	UR Beginning Working Capital	\$803,170	\$775,525	
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Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$476,470	\$766,274	410100	UR Current Year Tax Increment	\$1,196,484	\$1,700,000	4130743.98
\$4,740	\$12,613	410200	UR Prior Years Tax Increment	\$0	\$12,000	
\$17,837	\$31,322	471100	UR Interest	\$10,000	\$30,000	
\$0	\$0	478050	UR Contributions fm Utility Co	\$0	\$842,000	
\$800,000	\$0	495200	UR Proceeds from Bonds	\$1,500,000	\$980,150	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$29,521	\$30,371	511100	UR Salaries	\$33,133	\$34,325	
\$2,239	\$3,345	521100	UR Benefits City pd M&D	\$4,652	\$4,868	
\$2,300	\$2,909	521200	UR Benefits City pd FICA/me	\$2,534	\$2,626	
\$1,651	\$1,758	521300	UR Benefits City pd PERS	\$5,362	\$4,511	
\$1,959	\$1,070	521360	UR Benefit city pd Df Comp	\$0		
\$23	\$76	521400	UR Benefits City pd LifeIns	\$424	\$424	
\$14	\$230	521600	UR Pr tax Unemployment	\$242	\$250	
\$208	\$439	521800	UR Pr tax Workers Comp.	\$131	\$133	
\$0	\$19	522100	UR FlexPd - Service Charge	\$0		

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$1,316	\$6,076	601100	UR Supplies	\$10,000	\$10,700	
\$0	\$5	601200	UR Postage	\$0	\$0	
\$151	\$456	601300	UR Printing	\$500	\$535	
\$32	\$25	601400	UR Copier Charges	\$100	\$107	
\$0	\$113	601500	UR Public Notices	\$0	\$0	
\$0	\$0	601700	UR Memberships	\$50	\$54	
\$0	\$0	601800	UR Books, Publications	\$100	\$107	
\$0	\$0	602300	UR Training, Prof. Adv.	\$200	\$214	
\$0	\$8,473	604100	UR Island Maintenance	\$0	\$0	
\$250	\$0	605100	UR Contractual Services	\$0	\$0	
\$13,170	\$6,834	608100	UR Professional Services	\$20,000	\$21,400	
\$4,025	\$5,945	608102	UR City Attorneys	\$1,000	\$1,070	
\$10,025	\$1,190	608700	UR Prof Serv 1-Way Grid Analys	\$0	\$0	
\$0	\$7	628300	UR Investment Fees	\$0	\$0	
\$50	\$0	640100	UR General Expenditures	\$0	\$0	
\$0	\$3,900	640200	UR Signs A-Frame	\$0	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$41,115	\$157,540	716000	UR Improvements	\$0	\$0	
\$10,858	\$0	716010	UR City Hall Improvements	\$0	\$0	
\$93,260	\$358	716020	UR Library Improvements	\$0	\$0	
\$84,452	\$0	716030	UR Park Lot Pur/ Design/Improve	\$450,000	\$0	
\$565	\$0	716040	UR East Island Improvements	\$0	\$0	
\$25,299	\$0	716050	UR West Island Improvements	\$0	\$0	
\$1,993	\$2,730	716060	UR Sears Parking Lot Improve	\$0	\$0	
\$18,617	\$0	716070	UR Spring 2002 landscape	\$0	\$0	
\$4,448	\$1,600	716080	UR Downtown Plaza Project	\$200,000	\$100,000	
\$8,085	\$3,819	716090	UR Banners & Hardware	\$5,000	\$2,000	
\$0	\$436	716095	UR Business Sidewalk Signs	\$0	\$0	
\$0	\$23,400	716100	UR Leather's Lot	\$24,000	\$0	
\$0	\$0	716200	UR Pedestrian Signals	\$240,000	\$200,000	
\$0	\$189,966	760500	UR Fire Equipment, Improve.	\$200,000	\$150,000	
\$16,516	\$0	760550	UR Fire Sidewalk Project	\$0	\$0	
\$0	\$15,000	760600	UR Reader Board	\$0	\$0	
\$0	\$0	760700	UR Dwntwn Ute Underground Proj	\$1,500,000	\$3,704,000	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$144,867	\$311,691	814100	UR Bond Principal Payments	\$605,000	\$0	
\$39,760	\$57,563	834100	UR Bond Interest Payments	\$130,900	\$0	

Line Item Detail**2001- 2003-****03 05 Object Description****Actual Actual****2005- 2007-****07 09 Note****Budget Budget**

\$13,623	\$14,440	910110	UR Transfer to General Fund	\$16,111	\$15,918	
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Line Item Detail

2001- 03 Actual	2003- 05 Actual	Object Description	2005- 07 Budget	2007- 09 Budget	Note
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\$0	\$0	950000	UR contingency	\$60,215	\$86,433	
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City of Sandy

Gateway to Mount Hood

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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	1999-01	2001-03	2003-05	2007-09
Administration	1.8	1.8	1.9	2.3
Municipal Court	1.0	1.1	1.1	1.2
Finance	1.6	2.0	2.0	2.0
Library	7.9	8.0	7.1	7.9
Police	12.8	11.5	12.5	14.0
Animal Control/Code Enforcement	1.0	1.0	1.3	1.3
Recreation	2.0	2.0	2.0	2.2
Seniors	3.3	3.4	3.3	3.3
Parks Maintenance	1.3	1.8	1.8	1.8
Planning	2.1	1.8	1.8	2.1
Building	2.0	2.4	2.8	2.8
Non-Departmental	.3	.3	.8	.4
GENERAL FUND	37.0	36.9	38.2	41.2

OTHER FUNDS

Water	3.8	3.1	2.9	2.9
Sewer	4.0	1.9	2.1	2.1
Streets	2.0	2.0	2.0	2.0
Stormwater	.0	.0	.5	1.0
Telecom	.0	.0	.5	.5
Transit	1.3	1.2	1.7	2.2
Urban Renewal	.3	.3	.3	.3
ALL FUNDS	48.2	45.4	48.2	52.2

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CITY OF SANDY ORGANIZATION CHART

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

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

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

City Manager: Scott Lazenby.

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

- **Finance Department:** Larry Stohosky.
[Finance budget](#)
[Municipal Court](#)
- **Library Department:** Beth Scarth.
[Library budget](#)
- **Police Department:** Harold Skelton
[Police](#)
[Animal Control/Code Enforcement](#)
- **Community Services Department:** Nancy Enabnit
[Recreation](#)
[Senior Center](#)
[Transit Fund](#)
- **Planning & Development Department:** Tracy Brown
[Planning](#)
[Building](#)
- **Public Works Department:** Mike Walker
[Parks Maintenance](#)
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- **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	05-07 Beginning Balance	Plus: 05- 07 Est. Revenue	Less: 05-07 Est. Expenditure	Equals: 05-07 Ending Balance	07-09 Beginning Balance	Plus: 07- 09 Revenue	Less: 07-09 Expenditure	Equals: 07-09 Ending Balance
GENERAL FUND	2,493,805	\$7,911,578	\$7,565,545	\$2,839,143	\$2,839,143	\$8,275,179	\$9,722,958	\$1,391,364
STREET FUND	383,136	\$3,941,479	\$3,881,574	\$443,041	\$443,041	\$1,999,111	\$2,441,217	\$935
TRANSIT FUND	309,393	\$2,359,765	\$2,047,842	\$621,316	\$621,316	\$4,433,000	\$4,849,061	\$205,255
PARKS CAPITAL PROJECTS FUND	627,563	\$1,188,260	\$1,285,107	\$530,716	\$530,716	\$800,000	\$1,326,200	\$4,516
OP CTR CAPITAL PROJECTS FUND	0	\$380,000	\$337,003	\$42,997	\$42,997	\$4,823,365	\$4,865,949	\$413
LID DEBT SERVICE FUND	352,907	\$58,686	\$146,507	\$265,085	\$265,085	\$3,585	\$217,527	\$51,143
SEWER BOND RESERVE FUND	0	\$0	\$0		\$0	\$886,000	\$0	\$886,000
WATER FUND	2,542,767	\$2,585,516	\$2,468,308	\$2,659,975	\$2,659,975	\$2,656,755	\$4,288,844	\$1,027,886
SEWER FUND	1,820,858	\$2,629,000	\$2,500,646	\$1,949,212	\$1,949,212	\$2,747,165	\$4,639,873	\$56,504
STORMWATER	-431	\$345,003	\$201,980	\$142,592	\$142,592	\$345,500	\$488,025	\$67
TELECOMMUNICATIONS	7,209	\$475,869	\$469,042	\$14,036	\$14,036	\$503,255	\$505,367	\$11,924
URBAN RENEWAL	0	\$1,240,812	\$1,275,052	\$775,525	\$775,525	\$3,564,150	\$4,253,242	\$86,433

Notes:

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

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

INDIRECT COST ALLOCATION

2007-09

Cost Allocation Factors	General	Water	Sewer	Transit	Stormwater	SandyNet	Urban Ren.	Street	Total
Total Fund Budgets	\$11,329,928	\$5,271,782	\$4,604,496	\$4,355,016	\$485,722	\$438,587	\$2,549,351	\$3,108,152	\$32,143,034
Net Operating Costs	\$8,506,036	\$1,334,987	\$1,535,382	\$1,802,600	\$171,034	\$110,077	\$82,369	\$1,123,675	\$14,666,160
Percent, Total	35%	16%	14%	14%	2%	1%	8%	10%	100%
Percent, Net Op.	58%	8%	10%	12%	1%	1%	1%	8%	100%
Staff, FTE	39.94	2.90	2.11	2.20	1.00	-	0.27	2.00	50.42
Percent	79%	6%	4%	4%	2%	0%	1%	4%	100%
Combined %	69%	7%	7%	8%	2%	0%	1%	6%	99%
Costs Allocated by Total Budget (25%) and Operating Budget(75%):									
Finance Dept.	\$353,198								
	52%	10%	11%	13%	1%	1%	2%	8%	99%
Cost Allocation	\$186,778	\$35,158	\$40,822	\$45,008	\$4,472	\$3,228	\$8,584	\$29,149	\$353,198
Costs Allocated by Combined Staff & Operating Budget Ratios:									
Administration			\$532,447						
Council			\$29,950						
City Attorney & Legal			\$198,000						
Non-Departmental			\$529,708						
			\$1,290,105						
Cost Allocation	\$891,514	\$87,151	\$95,210	\$108,208	\$20,463	\$4,877	\$7,128	\$75,553	\$1,290,105
Salary	\$3,796,895	\$291,341	\$210,668		\$72,175	\$0	\$34,325	\$181,037	\$4,586,441
Payroll Tax	\$22,781	\$1,748	\$1,264		\$433	\$0	\$206	\$1,086	\$27,519

Total Transfers to General Fund		\$124,057	\$137,296	\$153,216	\$25,368	\$8,105	\$15,918	\$105,789	\$569,749
				Less equiv. payroll tax	-\$27,519				
					\$125,698				

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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	\$36,350
GENERAL FUND	Police	700000	Capital Outlay	\$99,500
GENERAL FUND	Parks Maintenance	700000	Capital Outlay	\$141,900
GENERAL FUND	Building	700000	Capital Outlay	\$33,000
GENERAL FUND	Non-Departmental	700000	Capital Outlay	\$74,000
STREET FUND	Streets	700000	Capital Outlay	\$406,201
TRANSIT FUND	Transit	700000	Capital Outlay	\$830,000
PARKS CAPITAL PROJECTS FUND	No Operating Division	700000	Capital Outlay	\$990,000
OP CTR CAPITAL PROJECTS FUND	No Operating Division	700000	Capital Outlay	\$4,724,500
WATER FUND	Water	700000	Capital Outlay	\$2,328,000
SEWER FUND	Sewer	700000	Capital Outlay	\$1,338,500
STORMWATER	Stormwater	700000	Capital Outlay	\$66,000
TELECOMMUNICATIONS	Telecom	700000	Capital Outlay	\$114,255
URBAN RENEWAL	Urban Renewal	700000	Capital Outlay	\$4,156,000

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Cities typically borrow money for two reasons:

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

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

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

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

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

General Obligation Debt

The sources of funds for repayment of the debt noted above include user fees, development fees, or special assessments, but **not** general taxes. Typically, citizens are most interested in "general obligation" bonds, where the ultimate responsibility for repayment of the debt rests with property tax payers.

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

While this situation may be financially conservative, it is not necessarily financially prudent. In a growing city like Sandy, it **is** financially prudent to spread the cost of

facilities over future residents through the use of bonds. But the Oregon constitution, combined with recent ballot initiatives (particularly Measures 47 and 50) have made it relatively difficult for cities to issue general obligation bonds. Doing so requires not only the support of a majority of city voters, but the voter turnout (for most elections) must exceed fifty percent.

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

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

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

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

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

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

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

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

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

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

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



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ACRONYMS AND JARGON

4(d)	Rules for complying with Endangered Species Act
ADA	Americans with Disabilities Act
AICPA	American Institute of Certified Public Accountants
BANANA	Build Absolutely Nothing Anywhere Near Anything
BCC	Board of County Commissioners
Blue Book	Directory of state agencies and governments; latest edition of GAAFR
C-COM	Clackamas County Communications (police and fire dispatch)
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
CIS or CCIS	City County Insurance Service
Comp Plan	Comprehensive Plan (Sandy 2040 Plan)
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development (state)
DSL	Division of State Lands
DSL (2)	Digital Subscriber Line (phone-based broadband)
ESA	Endangered Species Act
FSH ("FISH") Overlay	Flood and Slope Hazard Overlay (Sandy Development Code)
FSHR ("Fisher")	Flood, Slope Hazard, and Riparian protection ordinance (son of FSH)
GAAFR	Government Accountanting Auditing and Financial Reporting
GAAP	Generally Accepted Accounting Principles
GFOA	Government Finance Officers Association
GIS	Geographic Information System (computer mapping software)
HB__	House Bill
ICMA	International City Management Association
ISTEA ("Iced Tea")	Predecessor to TEA-21
JPACT	Metro transportation policy committee
LCDC	Land Conservation and Development Commission (state)
LGPI	Local Government Personnel Institute
LID	Local Improvement District (or special assessment district)
LNIB	Library Network Intergovernmental Board
LOC	League of Oregon Cities
LUBA	Land Use Board of Appeals
MPAC	Metro Policy Advisory Committee (includes city representatives)
NIMBY	Not In My Back Yard
NLC	National League of Cities
NMFS ("nymphs")	National Marine Fisheries Service
NMTO	Not in My Term of Office
NOPE	Not on Planet Earth
ODOT	Oregon Department of Transportation
OECD	Oregon Economic & Community Development Department
ORS	Oregon Revised Statutes
PERS	Public Employee Retirement System
RFP	Request for Proposals

RFQ	Request for Qualifications
SB__	Senate Bill
SDC	Systems Development Charge (or "Impact Fee")
STIP	Statewide Transportation Improvement Program
TEA-21	Transportation Equity Act for the 21st Century (Federal gas tax bill)
TIF	Tax Increment Financing (used in urban renewal districts)
Tri-Met	A transit district operating in the Portland metro area
TSP	Transportation System Plan
UGB	Urban Growth Boundary

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