

THE CITY OF  
PORTLAND, OREGON  
1990 - 91  
ADOPTED BUDGET  
VOLUME I

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# Office of Finance and Administration

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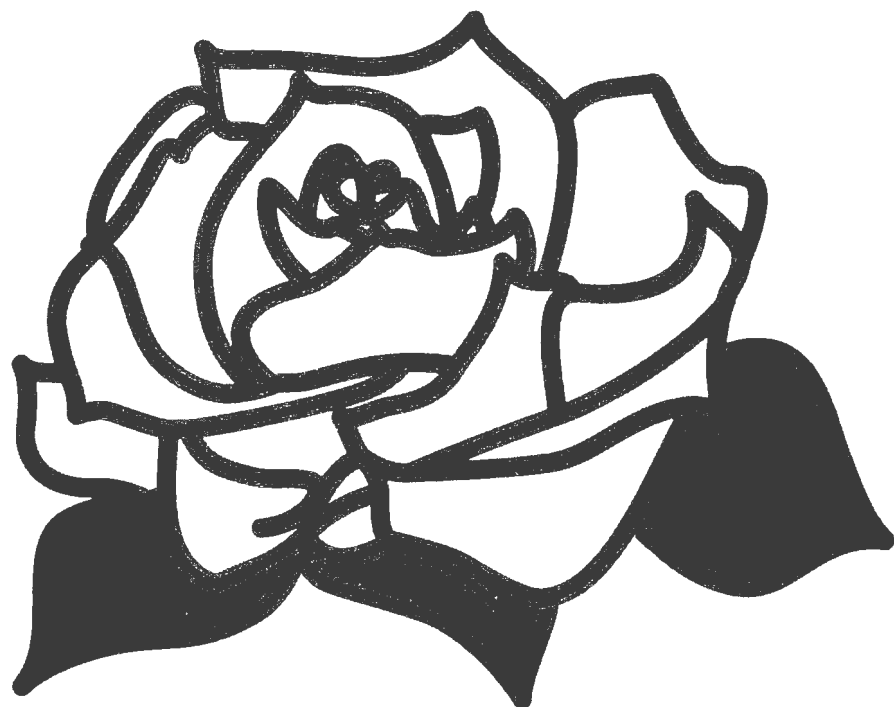


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CITY OF

# PORTLAND, OREGON

OFFICE OF THE MAYOR

Office of  
J.E. Bud Clark, Mayor  
1220 S.W. 5th  
Portland, Oregon 97204  
(503) 248-4120

July 6, 1990

TO: MEMBERS OF THE CITY COUNCIL AND CITIZENS OF PORTLAND, OREGON

For the first time in my administration, the City Council has been able to approve a progressive budget that substantially improves public safety without cutting other city services. The City's tight fiscal management during the past four years, assisted by an improved economy account for our ability to balance the FY 1990-91 budget while increasing services to our citizens.

In November 1989, the City Council adopted a budget resolution which made public safety, and in particular Community Policing, the City's top priority. When that resolution was adopted, we expected about \$2 million to be left after all budgets were funded at current service levels. A number of changes in expense and revenue projections has increased that figure to \$3.8 million. This money has allowed the City Council to approve additional high priority services within this Approved Budget.

## SERVICE PRIORITIES AND BUDGET ISSUES

### **Public Safety**

With full funding of Operation Jumpstart and Phase I of Community Policing, this budget adds 76 more police officers than we had a year ago. The transition to Community Policing is reflected in the Police Bureau (\$1.3 million), the Office of Neighborhood Associations (\$228,000) and the Park Bureau (\$129,000). We are also funding the Fire Bureau's top priorities: a new training center (which is expected to cost \$2.2 million over the next 7 years) and three additional personnel for training and fire prevention.

### **Human Development**

The lesson from all of the public safety initiatives developed during the past five years by the City and its citizens is that the City must seek to address and abolish the social conditions that have left many of our citizens vulnerable to the scourge of drugs and crime. As we have seen during the last decade, if human development is ignored, economic prosperity and

social order will decline. In the future the city must focus and define its role in promoting the productivity and creativity of all its citizens. I am anxious during the coming year to encourage discussions in our community about a "human development agenda" for Portland and to see the policy and service implications of this issue emerge during strategic planning discussions.

Because of the strong conviction that this issue must be addressed by the City, the Adopted Budget continues funding for important social and community programs which promote City objectives. In particular, the Senior Centers located throughout the City will continue to operate (\$373,000). The City will continue its payment to the County for Youth Service Centers (\$300,000), its participation in emergency housing programs (\$354,000), and the contract with the Council for Prostitution Alternatives (\$93,000).

In FY 1990-91, we will lose another \$554,000 from the Community Development Block Grant because of continued cuts in that federal program. In the Adopted Budget, the General Fund has picked up the cost of part of these block grant programs so that there will be no interruption of services to low-income and disadvantaged people in Portland. In particular, the budget includes \$125,000 to continue economic development programs directed toward retaining jobs in Portland, \$16,000 for the Southeast Asian Outreach Program, and \$100,000 to continue the City's share of support for the year-round Self-Enhancement program for at-risk youth.

The City and Multnomah County are now in formal discussions to further clarify and resolve social and human service issues resulting from the County's Resolution A and the City's Urban Services Policy. Our FY 1991-92 budgets should reflect changes in service and funding responsibilities that are agreed upon during these negotiations and may change the City's relationship to some of these programs in the future.

### **Emergency Help for Youth-at-Risk**

We have just learned that Portland will lose over half a million dollars in federal Job Training and Partnership Act (JTPA) funding (administered through the Private Industry Council). This cut will directly impact summer jobs for youth, especially gang-affected youth. Such a loss cannot be sustained in Portland without a serious risk to public safety this summer. Therefore, the Adopted Budget earmarks \$200,000 from the General Fund to help close the gaps in the PIC's Summer Youth Employment Program and the Youth Gangs Task Force "Positive Alternatives for Youth" program created by the loss of federal funds. This money will pay for subsidized wages, gang outreach workers in NE and SE, a city-wide "Parks Plus" program, and a special appropriation for other needs given high priority by the Leaders Roundtable and the Youth Gangs Task Force.

## **Affirmative Action**

In response to the Council's renewed efforts to achieve affirmative action goals, the Adopted Budget includes continuing and new programs in this budget totalling \$788,000 which are directed toward achieving these goals. Two minority recruiter positions will be added in the Police Bureau; an outreach and training program will be initiated in the Parks Bureau; and an aggressive city-wide training program will be initiated by the Bureau of Personnel. The Adopted Budget also sets aside \$100,000 for new and innovative programs during the next year which implement Council policy on affirmative action and workforce development. These new initiatives will be in addition to existing affirmative action programs in the Bureaus of Personnel, Water, Environmental Services, and Fire.

## **FISCAL STABILITY AND LONG RANGE PLANNING**

### **Reserve Funds**

This budget continues Council's long-standing and active effort to improve the financial stability of the City. The Adopted Budget increases the General Reserve Fund by \$2 million: \$1 million to ensure that Council achieves its objective of maintaining a five percent reserve to offset annual fluctuations in revenues and expenditures or major unanticipated emergency requirements; and \$1 million to initiate my plan to build a second five percent "countercyclical" reserve to offset the effects of any future downturns in the economy. With this budget, total reserves will be increased to \$11 million.

In furtherance of fiscal stability and long range planning, the City Council adopted on May 3, 1990 a General Reserve Fund Use Policy. In that policy, the first five percent reserve is defined as an emergency reserve available to fund one-time, emergency, unanticipated expenditure requirements or offset unanticipated revenue fluctuations occurring within a fiscal year. Council will use the emergency reserve only when the result of emergency expenditures or an unexpected revenue reduction would likely result in a negative ending fund balance for the General Fund.

The policy further states that emergency reserves must begin to be restored in the fiscal year following their use.

The countercyclical reserve is comprised of the second five percent reserve, and is available to either maintain General Fund current service level programs or ease the impact of budget cuts required to match slower revenue growth during the first 18 to 24

months of a recession. This reserve may be used when basic revenue growth falls below a 5.5 percent for two consecutive quarters, and one or more of other economic indicators occurs in conjunction with slower revenue growth.

## **Strategic Planning**

Portland's two most pressing problems in the 1980s -- crime and a poor economy -- have consumed most of the city's attention and energy for a decade. If we are going to preserve and nurture the wonderful environment and way of life that Portlanders cherish, we must start this decade with a commitment to develop a clear focus and direction for Portland in the 21st Century. This is the purpose of strategic planning.

Council's Adopted Budget supports completion of the City's first strategic planning effort, "Portland Future Focus: Bridging to the New Century." This effort will create not only a vision of what our citizens want their community to be like in the next century, but also will identify major changes needed to achieve that community vision. The resulting action plan will be a foundation for future budgets and future City Council decisions.

## **Coordinated Planning**

The Adopted Budget includes \$3.4 million in the Transportation Office budget to develop a regional light rail agenda for the city. This is an effort that will have a major impact on individual city residents and on the shape and quality of life in Portland in the next century. The Bureau of Environmental Services is proposing substantial rate increases to meet new federal environmental regulations and capacity demands on the sewer system. In fact, most of the City's bureaus are facing similar major, new and costly service demands. But, these critical plans are generally developed as separate bureau proposals, and usually reach Council on an ad hoc basis.

One of the challenges of strategic planning will be to fully coordinate the City's several planning functions. As the City proceeds with strategic planning, I believe it is appropriate for Council to discuss options for a fully integrated city policy and planning operation that will be adequate to the task of guiding and managing Portland in the next century.

## **BUDGET NOTES AND TECHNICAL ISSUES**

### **Capital Planning**

This year bureaus submitted, along with their capital expenditure requests, estimates of the operating impacts of these proposed investments. The Capital Review Committee has

recommended that bureaus present alternatives to Council for financing the future operating costs of large capital expenditures. These expenses are generally not planned for when a project is approved. Therefore, I am directing the Bureau of Financial Planning to develop by September 1, 1990 a capital planning and budgeting policy to apply to all departments and funds of the City, and to incorporate this policy into the City's comprehensive financial plan so that City Council will be able to examine the long-term impacts of these important decisions.

### **Parking Facilities**

With construction of the Old Town Parking Garage and Heliport, the City's parking facilities fund reached its capacity to support new facilities. The Heliport is projected to operate at a deficit for a number of years. I have included a Budget Note directing the Bureau of Financial Planning, the Office of General Services, and the Office of Transportation to develop a new plan for future development of the parking system and management of the Heliport.

### **Technical Adjustments**

Included within the Adopted Budget are a number of technical adjustments which are notable. First, as a change in accounting practice, the City will cancel all expenditure encumbrances at year end. Outstanding requirements will be budgeted in the following year. Bureaus affected by this practice have submitted estimated carryover requirements within their budgets.

Second, the Transportation Operating and Capital fund contingencies include \$1.5 million which is supported by the accrual of one month of State Gas Tax payments. Included within my budget is a note directing the Bureau of Financial Planning to develop a consistent city-wide policy governing revenue accruals.

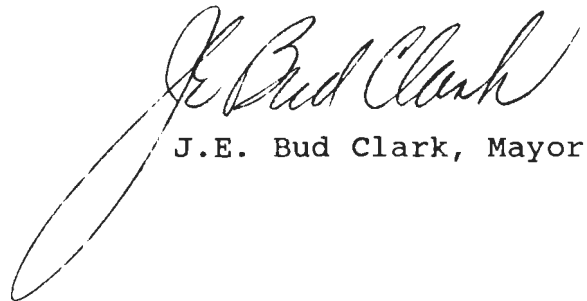
Finally, the Adopted Budget begins the process of closing out various city funds as a result of the transfer of responsibility of the Exposition-Recreation Commission to the Metropolitan Service District.

This Adopted Budget has been prepared with the full involvement and cooperation of every member of the Council, and with the help and advice of the Citizens Budget Coordinating Committee and the individual Bureau Advisory Committees. I would like to thank my fellow Council members and all of the city staff and citizens who have given their time, effort and insight in preparation of this budget.

## CONCLUSION

The City of Portland is more than bricks and mortar, systems of transportation and commerce. The City is its people, and I believe it is ultimately as good as its people. The Adopted Budget for FY 1990-91 is one which promotes a balance in meeting human and physical needs. While I have mentioned above some critical services, it should be noted that this budget also restores some park maintenance programs; begins new environmental programs; implements the 9-1-1 Special Levy to improve emergency response; adds staff to neighborhood associations in newly-annexed neighborhoods; continues funding for dangerous building demolition and code enforcement, and funds the second year of the Albina Community Plan in NE Portland, programs which are key to implementing the Neighborhood Revitalization strategy.

The City's programs, services and policies for FY 1990-91 represent firm steps toward providing the strength, the tools and the processes we need as a people to make our city, Portland, and our planet, Earth more vital and more livable in the next century than it has been in the last.

A handwritten signature in cursive script, reading "J.E. Bud Clark". The signature is written in dark ink and is positioned above the printed name.

J.E. Bud Clark, Mayor

## PORTLAND AND ITS BUDGET

This section provides the reader with a brief overview of Portland's demographics and its organizational structure. Additionally, information to assist the reader in understanding the budget process and budget document is included.

### CITY OF PORTLAND CHARACTERISTICS

The City of Portland, with a 1989 population of 432,175, comprises an area of approximately 132 square miles in northwestern Oregon. Located astride the Willamette River at the confluence with the Columbia River, Portland is the center of commerce, industry, transportation, finance, and services for an immediate metropolitan area with a population of 1.36 million. Portland is the county seat of Multnomah County, the largest city in Oregon, and the second largest city in the Pacific Northwest.

Portland is situated in the heart of a vast and diverse recreational area which encompasses desert, marine, forest, and mountain environments. The City is a convenient point of departure for the recreation areas of the Pacific Ocean beaches located within 100 miles to the west and the forested Cascade Mountains and their snow-capped peaks situated to the east, including 11,235-foot Mt. Hood, one of the world's most climbed mountains, and the world famous Timberline Lodge, sixty miles from Portland.

Portland is the leading ware housing and distribution center for the Pacific Northwest, serving a market area of approximately seven million people. Portland's location at the head of deep-water navigation on the Columbia River system gives it substantial geographic and, therefore, economic advantages for the shipment of freight. The Columbia River ship channel is maintained at a depth of 40 feet from the Portland Harbor to the Pacific Ocean 110 miles downstream. Portland is a regular port of call for more than fifty major steamship lines serving major world trade routes.

Portland State University, one of the three large universities in the Oregon State System of Higher education, is located on a campus encompassing an area of twenty-six blocks adjacent to the downtown business and commercial district of Portland. The University is noted for the development of

programs specifically designed to meet the needs of the urban center. Additionally, there are four independent colleges, three community colleges, and three church affiliated schools in Portland. The Western States Chiropractic College is also located in Portland.

Portland, today, is at the center of a sophisticated, broad-based metropolitan economy, and is the financial, trade, transportation and service center for Oregon, southwest Washington and the Columbia River Basin.

### CITY GOVERNMENT

#### **Form of Government**

The City of Portland was incorporated in 1851. The City Charter is the basic law of City operations and can be changed only by a vote of the people. In 1913, it created a modified commission form of government, rare in cities the size of Portland. The Charter provides for five non-partisan Council members (including the Mayor), all of whom act as both legislators and administrators. Thus, the Council members (who are salaried, full-time City employees) are ultimately responsible for administering bureaus, as well as sitting as the legislative body which enacts and enforces City laws. The current organization of City operations is shown on the following page.

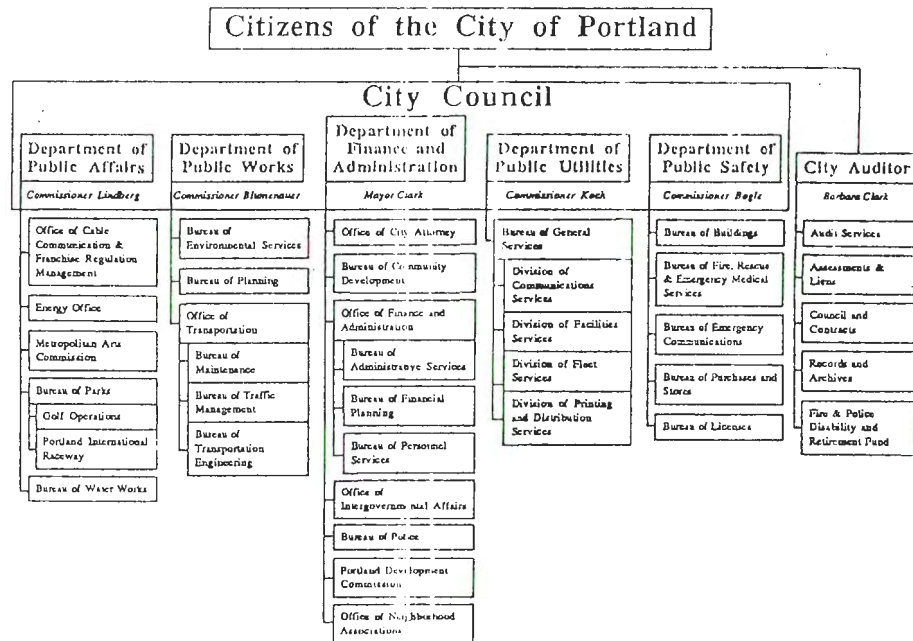
A commissioner is elected to a seat on the City Council. The Mayor is responsible for assigning the commissioners to one of the five departments -- Departments of Finance and Administration, Public Affairs, Public Safety, Public Utilities and Public Works -- and for designating the portfolio of agencies which they are to manage. Assignments may be changed at the discretion of the Mayor at any time. The City Auditor is elected and is required by Charter to be a Certified Public Accountant. The Auditor receives and maintains all documents relating to the accounts and contracts of the city, its debts, revenues and other financial affairs, and conducts broad-scope internal audits of City bureaus and functions.

The City operates under the provisions of the City Charter and City Code, which are consistent with the State Constitution and the Oregon Revised



Statutes. Ordinances are passed by a simple majority vote of the five Council members.

agreeing on policy and service direction was still required.



## THE CITY'S BUDGET

### What Is The City Budget?

The City of Portland's budget is the single most important document produced annually by the City Council. The budget document reflects the City Council's service and program goals and priorities for Portland. It provides for the financial control, financial and program planning, and management of City revenues and expenditures.

### Strategic Planning

Beginning in 1987, the Portland City Council conducted its first-ever formal goal-setting session. Sessions emphasized team-building and goal-setting, and were conducted by a facilitator who specializes in working with City Councils throughout the nation. These sessions have received wide-spread publicity and approval, and allowed the Council to make major strides in providing policy and management direction for the City.

While goal-setting was helpful in identifying major concerns of the City, the City Council has continued to seek ways to provide more policy direction to its decision-making process. A systematic process for viewing the future and

In May 1989, the City Council embarked on Portland's first community-wide strategic planning process. The process offers an opportunity for the broader community to examine the trends which affect its present and will affect its future, and to target, through detailed action plans, the areas which will demand the greatest amount of the community's resources over the next three to five years. Business, citizen, educational, neighborhood and other governmental interests will be active partners with the City in this process. The City Council and City Auditor will sit with other community leaders as the Policy Committee, which will guide the process. The City has approved a two-year budget of approximately \$400,000 toward this effort.

The objectives of the strategic planning process are five-fold:

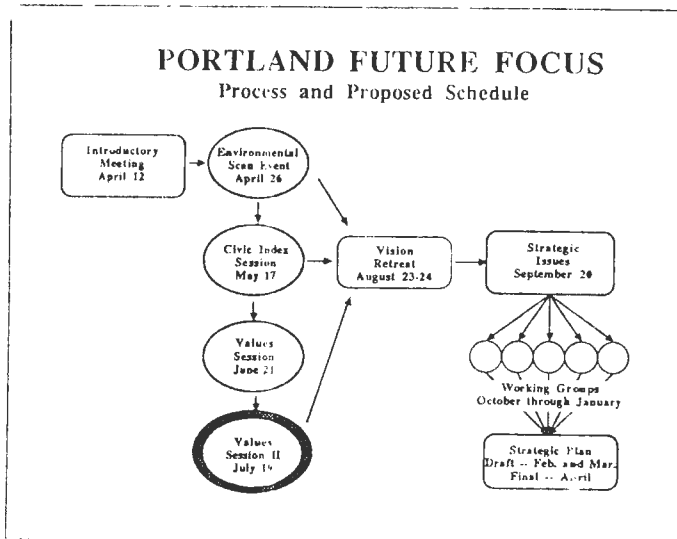
- \* To create a community vision of Portland and its future.
- \* To foster proactive rather than reactive approaches to community decision-making.

- \* To form partnerships between major community organizations.
- \* To create a three to five-year work plan for the entire community which is action-oriented.
- \* To base planning decisions for the future on a comprehensive view of Portland's present and future.

The project has seven major phases: 1) scanning the environment; 2) defining community values; 3) creating a community vision; 4) prioritization of issue areas; 5) analyzing community capacities; 6) creating strategies and action plans; and 7) implementing the action plans.

The strategic planning process has been titled **Portland Future Focus** and was formally launched on April 9, 1990. A Policy Group composed of approximately 50 representatives from various interest of the community has been appointed by the Mayor.

The process and proposed schedule are shown below:



### Program and Performance Budgeting Process

This is the third year of implementation of program budgeting, including quantitative workload and performance measures for each program. Additionally, bureaus were required to submit a list of "performance objectives" for the bureau as a whole for FY 1990-91. These lists represent the manager's top priority projects and intended accomplishments for FY 1990-91.

General Fund bureaus and bureaus receiving a cash transfer from the General Fund for operating purposes developed their budgets using a target number provided by the Office of Finance and Administration which represents their share of discretionary resources (based on the Five-Year Financial Forecast) in FY 1990-91. The target is based upon current budget adjusted for one-time FY 1989-90 requirements, plus inflation.

Bureaus were allowed to submit add packages for services outside of their target. General Fund bureau add packages were discouraged unless (1) supported by revenue, (2) expenses are covered by offsetting efficiencies, either next year or in future years; or (3) they maintain current services (in the event that the target is inadequate to support current service level).

The operating budgets of non-General Fund bureaus -- enterprise and internal working capital -- (see definitions on last page of this guide) were limited to the increase in the Consumer Price Index in preparation of their current service level budget. New operating programs or any increases above the current service level (with CPI factored in) were required to be submitted as Add Packages with the impact on the fund's rates clearly identified.

A copy of the FY 1990-91 budget resolution which provides direction on the budget process, General Fund set-asides and budget review criteria are included in the Appendices.

The major components and general time frame of the budget process are displayed on the chart on the next page.

### Council Participation In The Budget Process

Development of the Budget once again reflected the Mayor's consensus building approach. A series of meetings were held between the Mayor and each elected official. The meetings provided for a discussion of the Mayor's preliminary recommendations for bureau budgets with the Commissioner-in-charge and the bureau managers, Commissioners responses to the recommendations, and the final decisions being incorporated into the Mayor's Proposed Budget. The City Council sitting as the Budget Committee, held public hearings in April to receive citizen input.

## Citizen Involvement In The Budget Process

The City Council is committed to citizen involvement in the City's budget process. Oregon local budget law specifically requires citizen review of budgets within the State. In addition, because of the special needs of the Portland metropolitan area, State law has provided for an additional process for political subdivisions within Multnomah County. The Tax Supervising and Conservation Commission, which is composed of five members appointed by the Governor, is charged with reviewing the budgets (both annual and supplemental) of all municipalities within Multnomah County to ensure compliance with local budget law.

The City has broadened and strengthened citizen involvement in Portland's financial decision-making through an extensive system of citizen Bureau Advisory Committees. These committees, appointed by the Commissioner-in-charge, cover most of the City's major bureaus and serve year-round to monitor bureau budgets and operations.

The Budget Advisory Committee (BAC) process was initiated in 1974 with five BACs. Recognizing the importance of the program, the City Council formally adopted Budget Advisory Committee Goals and Guidelines in May 1980. In 1983, an additional resolution was passed further defining the role and functions of the BACs and formalizing the Coordinating Committee (BACC).

As in past years, the BACC and the BACs are the primary vehicle for active citizen participation in the budget process. Today, 21 BACs and Commissions actively work with the bureaus/offices of the City Auditor, Buildings, Community Development, Emergency Communications, Environmental Services, Fire, Finance and Administration (due to July 1 reorganization, this BAC was created by consolidating the Computer Services, Fiscal Administration, Personnel and Risk Management BACs), General Services, Metro Arts Commission, Parks, Water, Planning, Police, Purchases and Stores, Licenses, Transportation, Neighborhood Associations, Aging Commission, Portland Development Commission, and Metropolitan Human Relations Commission.

A representative of each of the above bureau advisory committee sits on the Bureau Advisory Coordinating Committee (BACC), which reviews

and advises the Council on policy and budget matters for the City as a whole and serves as a steering committee for the BAC process.

The goals of the BACs are:

- ◆ To help produce a final budget which is responsive to the needs of the citizens of Portland.
- ◆ To increase understanding of the City budget and the budget process by members of the budget advisory committees and other interested citizens.
- ◆ To enable the citizens to address policy questions of the City as whole as well as recommend the policy direction of individual bureaus and departments.
- ◆ To enable citizens to have an active role in reviewing and recommending reductions and additions in City services through the budget review process.

To ensure citizen input in the development of the Proposed Budget, the Mayor met with representatives of the BACC to discuss his service priorities and to receive their input. Additionally, the reports prepared by the BACs were reviewed in development of the Proposed Budget.

Budget hearings were conducted in April providing further opportunity for general citizen, as well as additional BAC input.

## How To Use The Budget

The budget document is organized in two volumes as follows:

### Volume I

- ◆ **Mayor's Budget Message** -- The Mayor's Budget Message highlights the major service changes, policy issues and requirements contained in the FY 1990-91 Budget.
- ◆ **Budget Users Guide** -- This section provides a brief overview of the characteristics of Portland and information on the annual budget process and organization of the budget document.

- ◆ **Budget Overview** -- The reader is provided a concise overview of the FY 1990-91 Mayor's Adopted Budget, including the FY 1990-91 financial forecast update, economic outlook, and Budget Notes which itemize issues or policy questions that the Council has determined require further study or analysis.
- ◆ **Financial Summaries** -- A series of financial summaries provides the reader with summary information on resources and requirements and positions.
- ◆ **Budget Detail** -- These sections contain detail pages displaying information required by Local Budget Law for each of the City's agencies and funds.
  - Appropriation Summary -- This summary provides an expenditure history of personal services, materials and services, and capital outlay expenditures. It also provides a history of funding sources. Brief narrative provides a description of the services provided and proposed changes in service level, and the performance objectives.
  - Program Summary -- Provides a brief description of the agency's programs and the workload indicators, and the dollars and positions allocated to the program.
  - Line Item Detail -- Provides a line item history of expenditures.
  - Personnel -- Provides a history of personal dollars and number of positions. The historical data on number of positions is the number of positions by classification which were included in the approved budget for that year. The actual salary paid by classification agrees with the audited expenditures but may not agree with the budgeted positions due to reclassification of positions which occur during the fiscal year.
  - Fund Pages -- Provide history and current information on the revenues and expenditures at the fund level, and a brief narrative about the fund.

The budget detail pages are organized according to the type of fund. A brief description of each type of fund follows.

- ◆ **General Fund** -- The General Fund includes all general purpose activities of the City supported by property taxes and other non-dedicated revenues such as license and permit fees and state-shared cigarette and liquor tax, etc. Bureaus supported by the General Fund include the Bureaus of Fire, Rescue and Emergency Services; Police; Parks; Licenses; Purchases and Stores; Planning; Community Development, and the Offices of the City Council and Auditor; Finance and Administration; General Services; Attorney; Neighborhood Associations; Energy; Cable, and the Metropolitan Arts Commission.
- ◆ **Other Operating Funds** -- These funds support agencies which do not receive General Fund support. Exceptions include the Transportation and Buildings Funds which currently receive a cash transfer from the General Fund. They are often referred to as enterprise funds because they operate based on revenue received from the services they provide. The Transportation-related agencies' primary sources of revenue are franchise fees charged to public utilities and the State Gas Tax. Water and sewer rates support those agencies.
- ◆ **Revenue and Reserve Funds** -- Revenue funds receive revenues from specific sources which can be used for specific purposes only. The revenues need to be transferred to an operating fund in order to be expended. Revenue funds include Reserve funds are

The General Reserve Fund was established in FY 1987-88 to centralize general purpose reserves. Resolution No. 34655, which adopted FY 1990-91 budget guidelines, established a minimum transfer of \$2 million in FY 1990-91 to this fund. The resolution additionally provided that the City will continue efforts to annually fund a ten percent General Reserve Fund. The first five percent reserve is to cover annual fluctuations and major unanticipated requirements. The second five percent is a countercyclical reserve to respond to downturns in the economy.

On May 3, 1990, the City Council adopted a General Reserve Fund Use Policy which formally recognizes the need for a 10% General Reserve level. The Policy also established clear guidelines for withdrawal of funds.

- ◆ **Bonded Debt Funds** -- Bonded debt funds receive and expend money to pay principal and interest on debts contracted by the City.
- ◆ **Construction Funds** -- These funds account for major construction projects such as streets, water and sewer improvements, etc. Revenues are received when the City issues bonds and notes for capital projects.
- ◆ **Federal Funds** -- These funds account for grant revenues received from the Federal Government, such as Housing and Community Development Block Grant funds.
- ◆ **Retirement Funds** -- These are funds for retirement of police and fire personnel. Revenues are received from a property tax levy authorized by Portland voters in 1940.
- ◆ **Internal Service Funds** -- Internal service funds sell central services such as fleet and printing to other City and/or County agencies. They operate solely on revenues received from the agencies using their services.
- ◆ **City Agency and Trust Funds** -- The City, from time to time, creates accounts for specific purposes which receive revenues such as gifts or bequests to the City. A variety of these small accounts currently exists.

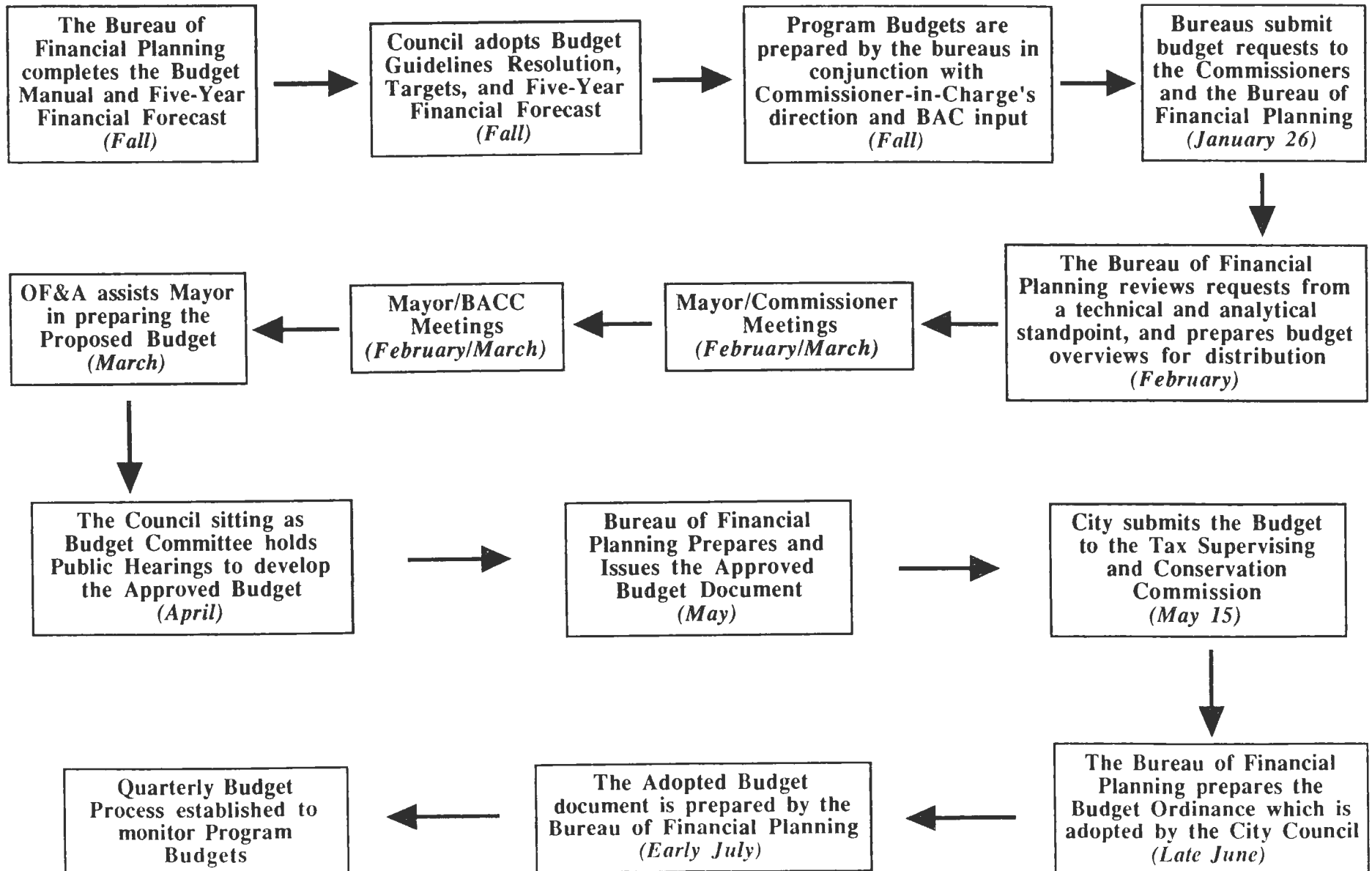
## Volume II

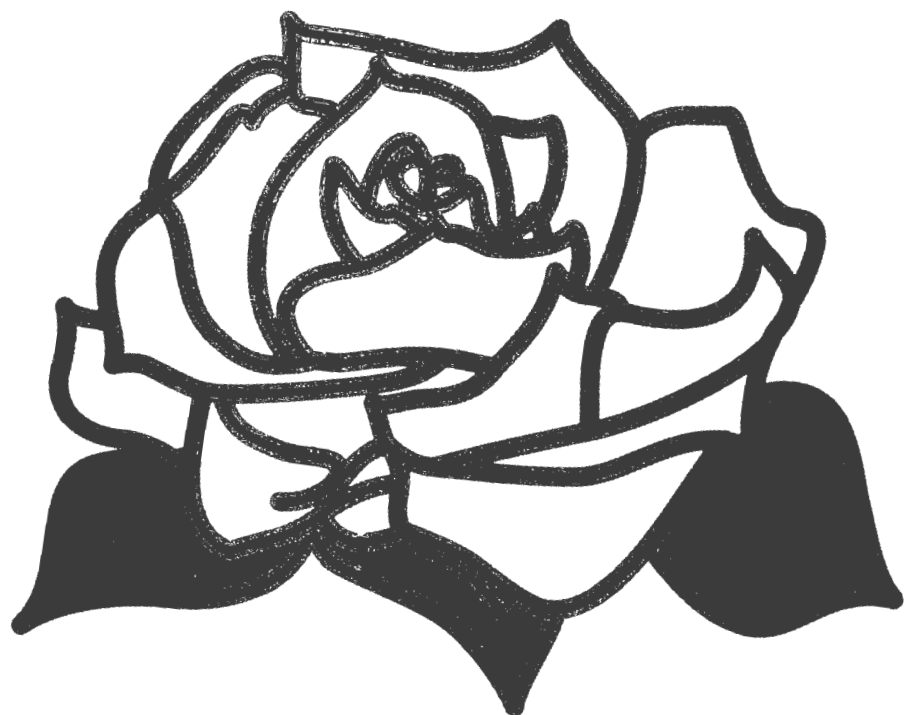
- ◆ **Portland Development Commission** -- The Portland Development Commission (PDC) is the City of Portland's urban renewal, economic development and housing rehabilitation agency. This section details their FY 1990-91 budget.
- ◆ **Capital Budget** -- A summary of the City's adopted five year capital improvement plan. Included is a description of all projects approved for FY 1990-91. Also included is a description of the City's master lease capital financing program.

## Appendices

The appendices include the Resolution No. 34655 adopting the Financial Forecast and the Financial Forecast for FY 1990-91 through FY 1994-95; FY 1990-91 Budget Resolution; Interagency Service Policy; Debt Management Policy; General Reserve Policy; Appropriation Schedule; City Salary and Fringe Benefit Data; Sequestered Taxes and Debt Obligations for the Portland Development Commission; Historical Fund information which is a requirement of Local Budget Law; interagency matrix, which displays agreements for various services between various City agencies; cash transfer matrix, which displays transfers between various city agencies and a copy of the published Proposed and Approved Operating Budget Hearing Notices.

# The 1990-91 Budget Process





# Budget Overview

## Background

### Budget and Financial Policy

Over the past several years the Council has adopted policies aimed at providing guidance for the preparation, review and monitoring of the City's budget and overall financial condition. These policies demonstrate the Council's ongoing commitment to long-range planning and achieving financial stability. Policies used in developing and managing the budget include the following:

- Financial Plan
- Budget Guidelines
- Interagency Service Policy
- Debt Management Policy
- General Reserve Policy

In addition to these formal policies, the Council has, as a matter of practice, enacted both a compensation policy and a bureau revenue policy. Together, these seven policies form the foundation upon which the city's budget is developed each year. The following is a brief description of these policies and how they apply to the annual City budget. Copies of the policies are included in Volume 2 of the budget document.

**Financial Plan:** The first step of the budget process is the preparation of the five-year General Fund financial forecast. This document, which is adopted by Council Resolution each year, defines the financial parameters for the annual budget process. Included within the resolution is the identification of the shortfall or

excess appropriation expected for the forthcoming fiscal year; necessary appropriation set-asides to cover fund-level transactions and capital needs, and the assignment of funding targets for City Bureaus. The plan provides Council with a long-range glimpse of the City's expected future financial condition. The plan also includes Council directives aimed at ensuring that financial management and service priorities are achieved during the forthcoming budget process. For example, the FY 1990-95 Plan includes directives for rebuilding reserves and dedicating any excess appropriation to priority service areas such as community policing. Because of the significance of this plan in the City's annual budget process, it is discussed in greater detail later in this overview.

**Budget Guidelines:** Shortly after issuance of the Financial Forecast each year, the Council adopts the Budget Guidelines Resolution. This document provides the annual guidelines for the preparation and review of budget requests, an outline of the steps in the budget process, and a statement of Council service priorities. Highlights of Resolution 34635, which was approved by Council on November 15, 1989, include:

- The FY 1990-91 Budget is characterized as a transition budget. The completion of the City's first strategic plan, the transition to community policing, the completion of major policies in Transportation and other



service areas, an improved capital planning process, and continued financial stability will form the foundation guiding the development of future budgets. The major emphasis is the maintenance of current service levels. During the Fiscal Year the City Council, with the participation of representatives from throughout the community, will be completing the City's first Strategic Plan. This effort, which is titled "Portland Future Focus: Bridging to the New Century," will create a future community vision and specific service area action plans. Once completed, the plan will provide a basis for the development of future budgets. Pending completion of the plan, Council has opted to avoid expanding City services other than in such high priority areas as public safety.

- The assignment of targets for all bureaus to allow for the continuation of existing service levels during FY 1990-91. Non-General Fund bureaus were directed to identify the impact of containing budgetary growth to estimated local inflation. Increases above that level were submitted as separate decision packages.
- The limiting of requests for new or expanded service levels to those which were self-supporting, offset by savings, or necessary to maintain current service levels.
- The continuation of a program budgeting format for the City including the use of workload and performance indicators for each identified program. In addition, each bureau was directed to submit a short list of "performance objectives" for the bureau as a whole which represent the manager's top priority projects and intended accomplishments for the fiscal year.

- The establishment of General Fund transfer targets to support Transportation Services equivalent to the FY 1989-90 level of support. Similarly, a transfer was designated to cover the housing inspection and neighborhood nuisance activities within the Building Operating Fund.
- The recognition of the Bureau Advisory Committee system as a key component of the budget process in insuring active and formal citizen participation. A total of 21 committees presently meet and provide recommendations on their respective assigned bureaus. A Bureau Advisory Coordinating Committee composed of representatives from each BAC also meets to provide citywide budget recommendations to the Council.
- The preparation of Budget Overviews by the Office of Finance and Administration. These overviews summarize each request, evaluate it for technical accuracy and compliance with Council adopted guidelines, and identify potential efficiencies or policy issues for Council consideration.
- The incorporation of the Capital Review Committee recommendations on the capital budgets submitted by City bureaus. This committee, which is composed of managers from each of the City's major capital bureaus and a representative from the citizen Bureau Advisory Coordinating Committee, is responsible for reviewing all capital budget requests and developing recommendations for the Council on which projects should be approved. The committee also identifies capital policy issues for Council consideration during the budget process.

A significant directive included within the Budget Guidelines Resolution was that any discretionary resources in the General Fund above the amount needed to support Bureau current service levels would be dedicated to the implementation of community policing and improved fire safety. At the time of adoption this “unappropriated residual” was anticipated to total \$2 million. As discussed later within this overview, modifications to the financial forecast which occurred during the budget process increased the residual to over \$3.84 million.

**Debt Policy:** Council first adopted a Debt Management Policy in 1984. The policy is directed toward maintaining the City’s Aaa bond rating, ensuring prudent debt decisions, and lowering the cost of overall debt management. The policy also places limits on the City’s debt, centralizes the management function, and requires the completion of various reports critical to maintaining the City’s financial health. These guidelines, which are included within the appendix, are used both in constructing the debt portions of the annual budget and in gauging debt-related decisions during the fiscal year.

**Reserve Policy:** On May 3, 1990 Council adopted Resolution 34722 which formally recognized City general reserve requirements and provided specific guidelines governing the withdrawal of funds. During the last three budget cycles, the Council has successfully developed a General Fund cash reserve totalling nearly \$12 million. This reserve, which exceeds 5% of General Fund resources, includes \$3 million to cover anticipated costs associated with extraordinary levels of retirement in the Police and Fire Bureaus resulting from pension system reforms approved by the voters during FY 1989-90. The \$9 million balance is intended to offset one-time major emergencies and revenue fluctuations which occur during the

fiscal year. This reserve level was achieved several years in advance of the expected schedule. Additionally, the FY 1990-95 Financial Plan adopted by the Council approved the development of a second 5% reserve to serve as a countercyclical reserve. This countercyclical reserve is intended to maintain service levels for a period of two years during a downturn in the economy. The FY 1990-91 budget includes a \$2 million contribution to the development of this portion of the reserve which, when completed will total \$9 million in current dollars.

**Total Compensation Policy:** For the last two fiscal years, Council has followed a practice of limiting total annual compensation (wages, salaries, and benefits) to the growth in the Portland Consumer Price Index. This practice has been used within the last three financial plans to estimate salary increase set-asides. It also serves as the focus of negotiations with the City’s labor organizations. For the first time, three of the City’s current labor contracts include a cap on health benefit cost increases. This cap was used in forecasting and budgeting health insurance costs within the FY 1990-91 budget.

**Revenue Policy:** For the past several fiscal years the City has been developing a policy which defines organizational responsibilities for both generating and monitoring revenues. The general contents of the policy have been used for the last two fiscal years as administrative guidelines in reviewing bureau revenue forecasts and proposals for new revenues. The policy, which was developed with the participation of managers from throughout the City, establishes guidelines for the completion of cost of service studies, monitoring of revenues and related expenditures, and enhancing revenues where appropriate and consistent with Council service priorities. This policy will be presented to the

Council for adoption early in FY 1990-91. It is anticipated that an updated version of the Cost-of-Service Study Manual will also be distributed at that time. This manual provides step-by-step instructions to bureaus in completing service fee studies.

**Interagency Policy:** On July 1, 1989 Council adopted a policy providing guidelines for establishing interagency service rates, billing procedures, and the resolution of disputes. Interagency services are those services which the City internally provides in support of direct services such as Police, Fire and Water. Interagency services include printing, fleet, communications, insurance, computer, and facility services. The policy was applied in constructing the budget.

The above policies represent the continued efforts of the City Council to establish guidelines and systems directed toward improving the City's financial health and stabilizing the provision of services. They also demonstrate the Council's efforts over the last several years to exercise more control over the City's budget and financial conditions. Over the next year these and other policies which are presently under development will be consolidated into a Comprehensive Financial Policy document which will be presented for Council adoption.

In addition to the above, the Council has also adopted policies governing two major service areas: Police and Transportation. Resolution 34670 approved by Council on January 26, 1990 adopted a five-year plan for transitioning the Police Bureau to a "Community Policing" philosophy. Included were the goals and objectives of community policing. As presently envisioned, implementation of this plan will require the increase of 230 police positions. In accordance with this service policy, the Adopted

Budget increases the Police Bureau budget by 76 sworn positions. Resolution 34690 approved by Council on March 14, 1990 formalized the Council's commitment to development of a regional light rail plan. More specifically the policy calls for the completion of plans for the west side light rail corridor and a downtown vintage trolley system. These systems will have major effects on the future regional transportation system in the Portland Metropolitan area. The Budget commits \$3.46 million toward the development and implementation of these plans.

As indicated above, priority for FY 1990-91 was given to maintaining bureaus' current service levels. Further, continued revenue growth and the Council's sound financial management in prior fiscal years allowed for continued transition to community policing and support for priority programs within the Fire Bureau. Resources were also available to support the continuation of some human services which otherwise could not have been provided. These included Aging Services and the Council for Prostitution Alternatives. The Budget also continues programs directed toward at-risk youth and increases support for affirmative action programs. Many of these programs were jeopardized because of reductions in Federal entitlement and grant programs.

In accordance with the Budget Guidelines Resolution discussed above, the Budget also includes new or expanded programs which are self-supporting or contribute to operating efficiencies. These programs include Police asset forfeiture, Planning Bureau permit technicians, increased business and transient lodging tax enforcement, automation of the permit center, and improved park irrigation.

With only a few exceptions, the Adopted Budget incorporates the recommendations of the Capital Review Committee. A total of \$2.474 million is included for General Fund capital requirements. Major projects include acquisition and development of a Fire Training Center; improvements to the City's parks; expansion of the City's Geographic Information System; completion of an East County Facilities Study; and replacement of fire apparatus.

Finally, the Budget incorporates necessary appropriation set-asides as approved by Council in Resolution No. 34655. These include \$132,427 for the first year of the newly assessed Tri-Met Payroll tax, a \$2 million transfer to the General Reserve Fund, \$175,000 for completion and implementation of the non-represented compensation study, and \$5 million for estimated wage and salary increases.

## **Financial Forecast Update**

### **Economic Outlook**

The Financial Forecast used to "frame" the budget process was prepared during the fall of 1989. At that time, national, state, and local economic performance was mixed. The national and state economies both showed signs of slowing. Since that time, Oregon's unemployment rate has risen somewhat and fourth quarter GNP growth turned out to be just over 1 percent. First quarter, calendar 1990 GNP growth appears to have been between 1.5 and 2.0 percent. The region's economy continues to "hum" along with unemployment around 4 percent.

The regional economy, the Portland PMSA (Clackamas, Yamhill, Multnomah, and

Washington counties) continues to out-perform the State and national economies. Over the last 12 months the local unemployment rate has averaged about 4.2 percent and was estimated at 3.7 percent for April 1990. The Portland real estate market was recently cited as one of the "hottest" in the country. Commercial building in the downtown core remains strong and residential building is booming. The Portland consumer price index increased by about 5 percent between January 1989 and January 1990. This represents a disturbing increase when compared with the previous year-to-year increase of about 3.6 percent. In addition, relatively large layoffs occurred recently in the manufacturing sector of the local economy.

The economic outlook incorporated in the December Financial forecast assumed continued but slower growth. This assumption appears to be consistent with current economic data which show that the national economy slowed considerably during the fourth quarter of calendar 1989. In addition, recent economic reports show that job growth slowed considerably during the first three months of 1990. The regional economy is growing more slowly, but it is performing at close to full employment levels of income and output. Thus, it appears that the basic financial forecast assumption of continued but somewhat slower national and regional economic activity still seem applicable for FY 1990-91. This should translate into moderate revenue growth in business license fee and transient lodging tax receipts. The General Fund's revenue stream remains strong with no signs of apparent weakness.

### **Overall Results of Financial Forecast**

As noted above, the Financial Forecast, which is included within the Appendix, is primarily used to estimate the resources available to support

General Fund programs for the coming year (FY 1990-91). The Financial Forecast also attempts to analyze future revenue and expenditure trends. That is, the forecast estimates General fund "current service level" costs out through the end of FY 1994-95, and compares costs with resource availability. This analysis determines whether a budgetary surplus or deficit will occur in future years.

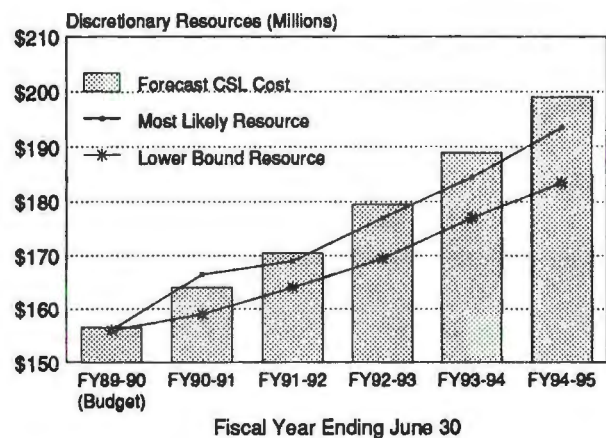
As indicated in Figure 1, the Financial Forecast used during the budget process concluded that Portland's revenue growth would remain strong and would keep pace with Bureau current service level requirements through FY 1990-91. However, over the longer term, and possibly as early as FY 1991-92, resource growth might fall behind forecasted current service level requirements. The "most likely" forecast which did not assume any significant economic slowdown, estimated that a resource gap would begin to develop in FY 1991-92 amounting to about 1% of discretionary General Fund resources. However, based upon updated financial information combined with a continued strong regional economy, it now appears that a "resource gap" will not occur until FY 1992-93. That is, resources now appear to be adequate to cover current service levels through FY 1991-92. It must be emphasized that this assumes that no economic recession occurs prior to that time. It is also notable that the forecast will be not be comprehensively updated until the Fall of 1990. At that time detailed and more reliable information will be available on the future economic outlook as it applies to City revenues and expenditures.

The Financial Forecast recommended that the recently initiated strategic planning process must continue to address the issue of balancing revenues and expenses from the longer term perspective of revenue enhancements. This is especially true if major enhancements in current

service levels are desired, such as the addition of police positions in support of community policing. Council will need to reconcile this issue prior to FY 1992-93 when it is estimated that resources will be insufficient to cover the current mix of General Fund services.

Because of the potential for a future revenue gap combined with significant financial uncertainties, the Financial Forecast also recommended that the Council create a Countercyclical Reserve. Over the past several fiscal years the Council has developed an Emergency Reserve equivalent to 5% of General Fund resources. This reserve is sufficient to cover major one-time anticipated emergencies and one-year fluctuations in revenues and expenditures. The proposed Countercyclical Reserve would also total 5% of the General Fund. This reserve would be adequate to provide a two year transition necessitated by a downturn in the economy.

**Figure 1**  
**General Fund Forecast CSL Costs**  
**versus Resources**



## Financial Forecast and Adopted Budget Resources

The Financial Forecast in December 1989 projected total FY 1990-91 General Fund resources of about \$217.6 million. General Fund "discretionary resources" are total resources less short-term borrowing, internal service reimbursements, contract revenues, and grants and donations. Discretionary resources were projected in the Financial Forecast to total about \$166.2 million versus a comparable figure for FY 1989-90 of about \$157 million. By the time the Budget was adopted in June 1990, budgeted discretionary resources, net of encumbrance carryover, totalled \$170 million. This represents an 8.2% growth over the prior year. The difference between budgeted resources and the original forecast was about \$3.8 million or a little over 2.3 percent.

The basic differences between the forecast and budget are as follows:

- The estimated FY 1990-91 beginning fund balance used in the forecast was \$4.8 million. The budgeted beginning fund balance, net of encumbrance carryover, is just under \$6.3 million. This resulted in a \$1.4 million dollar increase in resources. The principal reasons for the revised forecast balance include continued strong revenue performance and under-expending of appropriation authority by bureaus.
- Property tax receipts were adjusted downwards by about \$406,000 to reflect actual annexation activity through March 31.
- Cable related utility franchise fees were adjusted downward by about \$112,900.

Water and Sewer utility license fees were adjusted upward, net, by about \$5,000.

- Bureau revenue estimates and cost recovery enhancements exceeded forecast revenues by about \$930,870. Increases occurred in Asset Forfeitures (+\$451,439), Other Permits (+\$243,019), Miscellaneous (\$54,275), Parking Fund Tax Offset Transfer (+\$170,000), Parking Fees (+\$10,000), and Parks fees (+\$43,820).

Figure 2 summarizes changes that occurred to the original forecast during the budget process.

**Figure 2**  
**Financial Forecast Resource Adjustments**

<u>Item</u>	<u>Revision or Amount</u>
Original Resource Forecast	\$166,177,772
Revisions to Forecast:	
Beginning Balance	\$1,437,732
Utility License Fees	(107,413)
Property Taxes	(406,995)
Contracts	(30,000)
Unforeseen Reimbursible	2,000,000
Bureau Generated Resources	930,872
Increase: Encumbrance Carryover	<u>2,576,017</u>
Subtotal, Resource Revisions	\$6,400,213
Adopted Budget FY 1990-91 Discretionary Resources	\$172,577,985



## Budget Summary

### Total Budget

As indicated in Figure 3, the City of Portland's total budget can be reviewed in several different ways:

- **Total Legal Budget:** State budget law requires the reporting of the total budget, which includes total operating costs and internal transactions between funds. The Adopted Budget for FY 1990-91 totals \$1,117,254,696 representing a \$122 million increase over the FY 1989-90 Revised Budget. This increase largely results from

technical adjustments in accounting procedures, including a \$25 million encumbrance adjustment (discussed below) and a \$34 million increase in interfund transfers resulting from changes in the method of accounting for sewer capital projects. The increase also reflects growth in property tax, business license, and lodging tax revenues within the General Fund. It is notable that under State Budget law, General Fund property tax revenues are limited to a 6% annual growth rate with adjustments for annexations. Increases above that level require voter approval.

Increases totaling \$8.9 million occurred in water and sewer services, contributing to the overall budget increase. Increases totalling \$9.4 and \$2.3 million, respectively, also occurred in transportation and street lighting resources. Finally, debt service will increase, primarily as a result of calling \$7 million of Hydropower bonds. These increases were offset by decreases in short-term borrowing requirements and transfer of the Exposition Recreation Commission to the Metropolitan Service District. The Budget supports 4,702 full-time positions, an increase of 108 over the FY 1989-90 Revised Budget. This is primarily the result of increases in the Police Bureau and the City's enterprise fund bureaus.

**Figure 3**  
**FY 1990-91 Adopted Budget**  
**Budget Totals**

<u>Total City Budget</u>	<u>Amount</u>
Legal Budget	\$1,117,254,696
Less TANS and Transfers	<u>(367,505,906)</u>
Total Net Budget	749,748,790
Less Encumbrance Adjustments	<u>(24,962,045)</u>
Total Adjusted Net Budget	\$724,786,745
<u>Total General Fund Budget</u>	<u>Amount</u>
Legal Budget	\$223,191,498
Less TANS	<u>(28,500,000)</u>
Total Net Budget	\$194,691,498
Less Encumbrances	<u>(2,576,017)</u>
Total Adjusted Net Budget	\$192,115,481

- **Total Net Budget:** The City's total budget amount overstates actual program expenditures due to double counting of internal transactions. Internal transactions between funds are typically the result of one City bureau providing a service to another City bureau. For example, City bureaus pay the Division of Fleet Services for the maintenance and replacement of vehicles

used in providing service. Transfers also result from the exchange of resources between funds to cover operating and capital expenditures. For example, the Adopted Budget includes the transfer of \$3.46 million from the General Fund to the Transportation Operating Fund to support light rail planning and system development. As a result, this resource is budgeted in both funds.

In addition to these transfers, the Adopted Budget also includes \$28.5 million in short-term debt. This debt provides for cash flow between July 1 and the receipt of property taxes in November. Subtracting this debt, and the internal transfers, the City's net operating requirements total \$724.8 million. By "backing out" the short term debt and the internal transfer amounts, the "Net Budget" more accurately reflects the City's real expenditure level for FY 1990-91.

- **Adjusted Net Budget:** As discussed below, the FY 1990-91 Budget includes a change in accounting practice. Specifically, bureaus will no longer maintain prior-year encumbrances for authorized contracts. The appropriations supporting these encumbrances will be cancelled with outstanding balances rebudgeted in the following fiscal year. As a result of this change in accounting practice, overall City resources and requirements will increase by nearly \$25 million. These requirements represent contractual obligations of the City and as such are considered fixed costs. This technical change results in an artificial, one-time increase in the City's budget. This encumbrance carry-over must be removed in order to accurately compare the FY 1990-91 Budget to prior years. As indicated in

Figure 4, Prior Year Comparison, the City's net budget adjusted to exclude encumbrances totals \$724,786,745. This represents a 9.6% increase over the FY 1989-90 Revised budget.

Figure 5, Total Budget Operating Requirements, displays the percentage of the budget allocated to the various service areas. These percentages are developed using the City's Net Budget Total which excludes short term debt and interfund transactions. As can be seen, Utilities (Water and Sewer operations) represent 29.6% of the total; Public Safety (Police, Fire, Emergency Communications, and Fire and Police Disability and Retirement) is 22.1%; Planning and Community Development Services (Housing and Community Development Block Grant program, tax increment and local improvement district debt service, as well as the Bureaus of Planning and Buildings) is 21.6%; Transportation (including Street Lighting and Parking) is 11.1%; Support Services (Council offices, City Attorney, Office of Finance and Administration, City Auditor, Purchases and Stores, Licenses) is 6.6%; Recreational and Cultural Services (Parks, Cable, and Metropolitan Arts Commission) is 5.9%; and Community and Human Services (Neighborhood Associations, Energy, Community Development) is at less than one percent. The City's general reserve and General fund contingency represent just under 3% of the total net budget.

The number of authorized full-time positions is budgeted to increase by 97 over the FY 1989-90 Revised Budget. This primarily results from the addition of 102 positions in Police, 9 positions in Planning, 5 positions in Parks, 9 positions in Buildings, 10 positions in the Office of Finance and Administration, 20 new positions in Environmental Services, 16 new positions in



Transportation, and 7 new positions in Water. These increases are offset by a decrease of 92 positions resulting from the intergovernmental agreement transferring the operations of the Exposition and Recreation facilities to the Metropolitan Service District.

## General Fund

Like the City's total budget, the City's General Fund budget can also be viewed in three different ways: Total Legal Budget, Net Budget, and Adjusted Net Budget. Because the General Fund receives such primary city resources as property taxes, business license revenues, lodging

taxes, and utility license fees and provides such basic services as Police, Fire, and Parks and Recreation, it is the single most important city fund. It is the General Fund which is the focus of most of the City's annual budget process. The following is a brief overview of the General Fund.

- **Legal General Fund Budget:** As indicated in Figure 4, the "Legal Budget" for the General Fund totals \$223,191,498 for FY 1990-91. This is \$6.6 million less than the comparable FY 1989-90 Revised Budget. The reason for this decrease is that General Fund short-term borrowing requirements

**Figure 4**  
**FY 1990-91 Adopted Budget**  
**Prior Year Comparison**

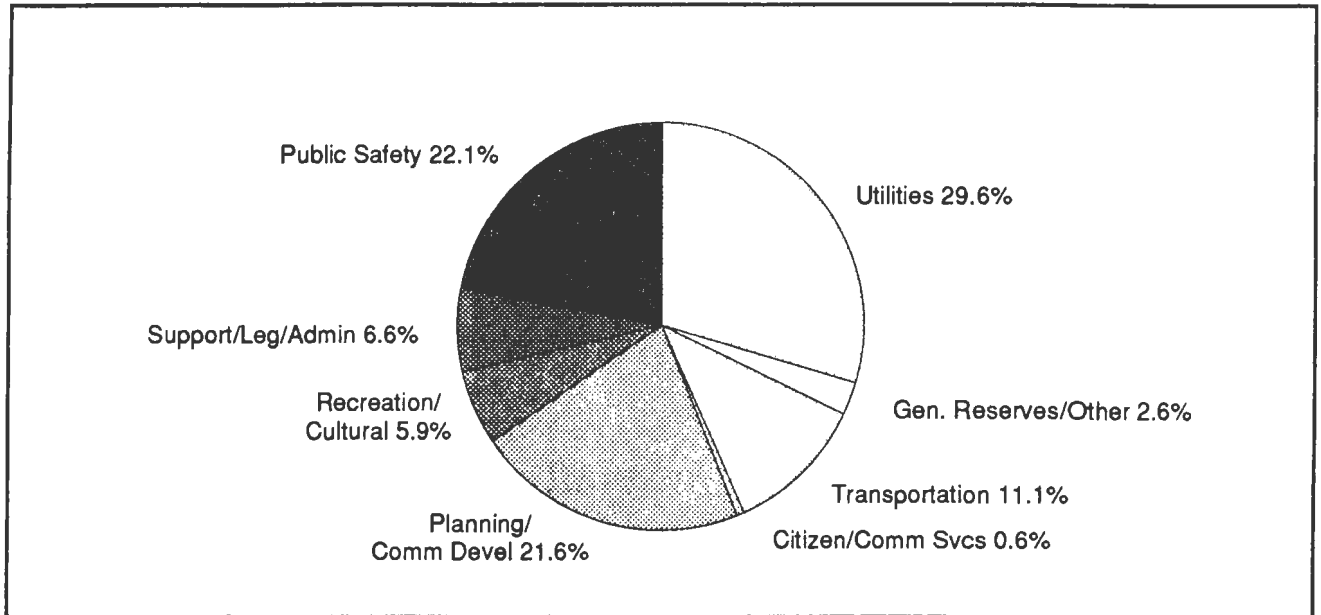
<u>Total City Budget</u>	<u>1989-90 Revised</u>	<u>1990-91 Adopted</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Legal Budget	\$994,986,146	\$1,117,254,696	\$122,268,550	
Net Budget <sup>1</sup>	661,015,237	749,748,790	88,733,553	
Adjusted Net Budget <sup>2</sup>	661,015,237	724,786,745	63,771,508	9.6%
<u>Total General Fund City Budget</u>	<u>1989-90 Revised</u>	<u>1990-91 Adopted</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Legal Budget	\$229,750,341	\$223,191,498	\$(6,558,843)	
Net Budget <sup>3</sup>	189,750,341	194,691,498	4,941,157	
Adjusted Net Budget <sup>4</sup>	183,637,167	192,115,481	8,478,314	4.6%

<sup>1</sup> Less transfers and short-term debt.  
<sup>2</sup> Less encumbrance carryover.  
<sup>3</sup> Less short-term debt.  
<sup>4</sup> Adjusted to exclude encumbrance carryover and facilities services which is budgeted in a separate fund for FY 1990-91.

have decreased from \$40 million in FY 1989-90 to \$28.5 million in FY 1990-91 -- a reflection of the City's growing financial health. Another reason for the sizeable

decrease in the legal budget is the creation of a new Internal Services Fund. In FY 1989-90, all facilities management services were budgeted in the Bureau of General Services

**Figure 5**  
**Total Operating Budget Requirements**  
**FY 1990-91**



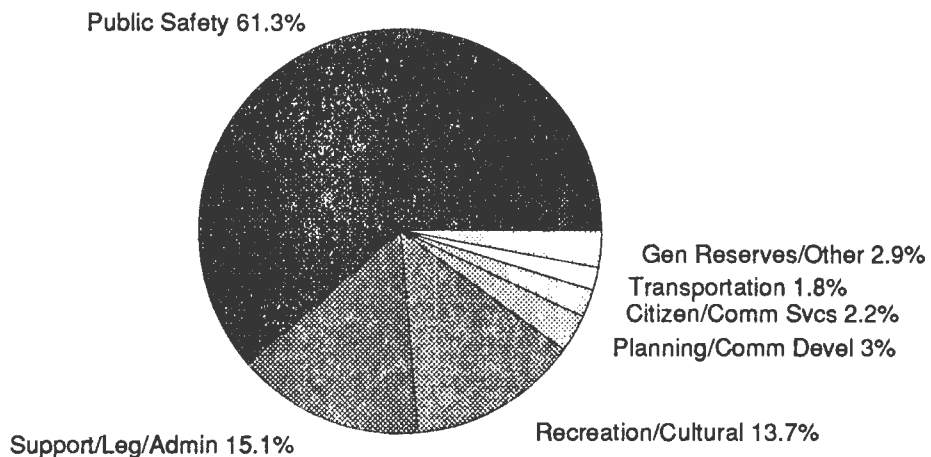
	<u>Revised Budget</u> <u>FY 1989-90</u>	<u>% of</u> <u>Total</u>	<u>Adopted</u> <u>FY 1990-91</u>	<u>% of</u> <u>Total</u>
Public Safety	\$150,261,957	22.7	\$165,406,007	22.1
Support Services/Legislative/Admin	39,454,251	6.0	49,265,592	6.6
Recreational/Cultural	54,414,693	8.2	44,322,363	5.9
Planning/Community Development	140,255,281	21.2	162,019,461	21.6
Citizen & Community Services	3,913,750	0.6	4,193,983	0.6
Transportation	72,143,665	10.9	83,395,055	11.1
General Reserves & Other	17,869,935	2.7	19,374,429	2.6
Utilities	<u>182,701,705</u>	<u>27.6</u>	<u>221,771,900</u>	<u>29.6</u>
<b>Total</b>	<b>\$661,015,237</b>	<b>100.0</b>	<b>\$749,748,790</b>	<b>100.0</b>

*Note: The above figures exclude short-term debt principal and internal transfers. General Fund Special Appropriation for compensation adjustments is allocated to the services areas proportionate to their salary expense.*

within the General Fund. Starting in FY 1990-91, the City Council decided to include these services within a separate fund in order to operate these services as more of an enterprise operation. This action resulted in a net decrease of \$6.1 million in the

General Fund. These two decreases were offset by increases in the General Fund for salary and benefits, the encumbrance carryover, increased contingency, and increased positions in the Bureau of Police.

**Figure 6**  
**General Fund Operating Requirements**  
**FY 1990-91**



	Revised Budget FY 1989-90	% of Total	Adopted FY 1990-91	% of Total
Public Safety	\$108,015,294	56.9	\$119,321,449	61.3
Support Services/Leg./Admin	30,216,546	15.9	29,464,977	15.1
Recreational/Cultural	25,472,561	13.4	26,685,839	13.7
Planning/Community Devel.	5,768,489	3.0	5,872,116	3.0
Citizen & Comm. Services	3,940,008	2.1	4,227,010	2.2
Transportation	3,460,805	1.8	3,460,805	1.8
Gen. Reserves & Other	<u>12,876,638</u>	<u>6.8</u>	<u>5,659,302</u>	<u>2.9</u>
<b>Total</b>	<b>\$189,750,341</b>	<b>100.0</b>	<b>\$194,691,498</b>	<b>100.0</b>

*Note: The above figures exclude short-term debt principal. General Fund Special Appropriation for compensation adjustments is allocated to the service areas in proportion to their salary expense.*

- **Net Budget:** As indicated in Figure 3, removing the \$28.5 million in short-term debt results in a “net” General Fund budget of \$194.7 million. This represents a \$4.9 million increase over the comparable FY 1989-90 budget. This more accurately reflects the actual expenditure level of the General Fund for FY 1990-91. Similar to the legal budget, the increase is attributable to compensation, benefit, contingency, and Police position increases.
- **Adjusted Net Budget:** In order to compare the FY 1990-91 budget to the FY 1989-90 Revised Budget, it is necessary to remove the \$2.58 million in encumbrance carryover from the 1990-91 amount. For purposes of comparability, it is also necessary to remove the \$6.1 million facilities services amount from the Revised FY 1989-90 amount. As indicated on Figure 3, exclusion of the encumbrances results in a “Adjusted Net Budget” totalling \$192.1 million. Figure 5 shows that this adjusted net budget represents a 4.6% increase over FY 1989-90.

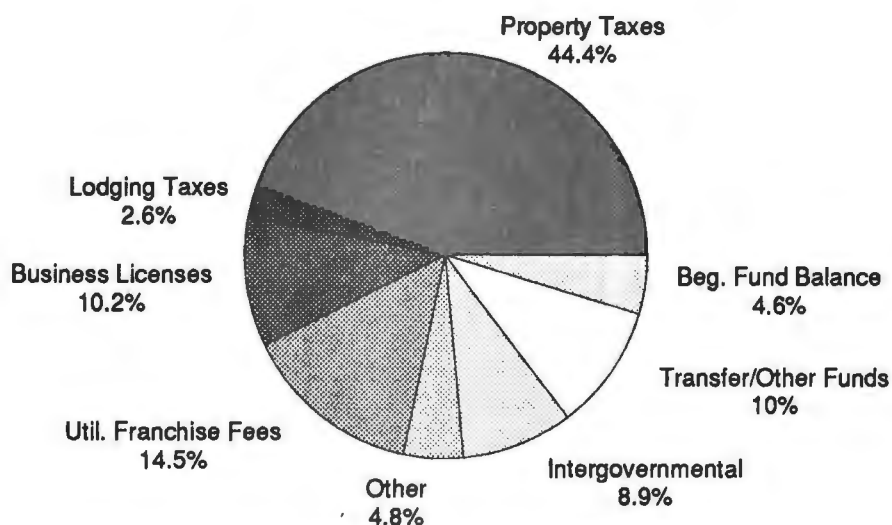
Overall, General Fund positions for FY 1990-91 total 2,621, an increase of 125 over the FY 1989-90 Revised Budget. This increase primarily results from the addition of 102 Police positions.

As indicated in Figure 6, General Fund Operating Requirements, which is based upon the “Net Budget,” the primary consumer of General Fund resources is Public Safety, which represents 61.3% of total requirements; Support Services is 15.1%; Recreational and Cultural Services is 13.7%; Planning and Community Development is 3%, and Community and Human Services is 2.2%. Support for transportation services totals \$3.46 million or 1.8% of the total General Fund. Finally, General

Reserve, Contingency and Other requirements total \$5.66 million or 2.9% of the total. Of this amount, \$2 million is the transfer to the General Reserve Fund, and \$3.1 million is the contingency, of which \$1.1 million is for general operating contingency and \$2.0 million is the unforeseen reimbursable contingency. The latter enables bureaus to recognize new revenues in support of unanticipated program requirements during the fiscal year.

Figure 7 shows the major resources supporting General Fund services. Property taxes are the largest source of revenue, representing 44.4% of the total, followed by Utility Franchise Fees with 14.5%. Business License revenue constitutes 10.2% of total General Fund resources. Transfers from other Funds and Agencies amount to 10.0% of the total resources, primarily resulting from overhead charges and reimbursements from other funds for services provided to them. Other governments such as the State or Multnomah Fire District 10 supply 8.9% of the total. The General Fund beginning balance is expected to be 4.6% of its total resources for 1990-91, while lodging taxes and other revenues comprised the remaining 7.4% of the total.

**Figure 7**  
**General Fund Resources**  
**FY 1990-91**



	Revised Budget FY 1989-90	% of Total	Adopted FY 1990-91	% of Total
Property Taxes	\$80,433,810	42.4	\$86,536,639	44.4
Lodging Taxes	4,733,781	2.5	5,079,772	2.6
Business Licenses	16,438,574	8.7	20,038,949	10.2
Utility Franchise Fees	27,731,273	14.6	28,191,876	14.5
Other	6,631,940	3.5	9,307,500	4.8
Intergovernmental	18,823,567	9.9	17,285,857	8.9
Transfers from Other Funds/Agencies	21,727,452	11.4	19,391,055	10.0
Beginning Fund Balance	<u>13,229,944</u>	<u>7.0</u>	<u>8,859,850</u>	<u>4.6</u>
<b>General Fund Resources</b>	<b>\$189,750,341</b>	<b>100.0</b>	<b>\$194,691,498</b>	<b>100.0</b>

*Note: The above figures exclude short-term debt principal. "Other" includes permit fees, service charges and fees, and miscellaneous revenues.*

## Budget Priorities

As stated above, the FY 1990-91 Budget is a transition budget with the primary goal of maintaining current service levels. Having achieved this, a second Council objective was to dedicate additional resources to community policing and fire service. In addition to achieving these objectives, the Budget also provides additional resources to offset the withdrawal of federal funds and to advance achievement of other City priorities such as affirmative action. The City began the FY 1990-91 Budget Process with the assumption that \$2.4 million would be available for dedication to community policing and other service priorities. As a result of modifications to the financial forecast, this "unappropriated residual" increased to \$3.8 million during the budget process. Figure 8 details how this appropriation was allocated within the budget.

The following is a brief overview of how this unappropriated residual and other available City resources were allocated to the service priorities of the City.

- **Community Policing:** \$4 million has been included to continue the City's transition to Community Policing. This includes \$2.2 million or 60 new positions resulting from the Operation Jumpstart program initiated in FY 1989-90. Also included is \$1.8 million in new Community Policing programs of which \$1.3 million is within the Police Bureau budget. An additional 13 sworn and 14 non-sworn positions are added to the Police Bureau budget. Overall, sworn Police positions will have increased by 76 since initiation of the Community Policing program in FY 1989-90. In addition to Police programs, \$228,000 is also included within
- the Office of Neighborhood Associations to support five additional contracted crime prevention positions in support of community policing. An additional \$129,000 is also included within the Bureau of Park's budget to support increased Park security and improve coordination of programs for youth-at-risk. Finally, the City will once again contribute \$30,000 to the Regional Drug Initiative program. Also included is a \$150,000 appropriation in the Bureau of Community Development for youth-at-risk employment programs.
- **Fire Service:** Included within the Budget is \$382,000 in support of the Bureau of Fire, Rescue, and Emergency Services' top priority, a new Training Center. The Parkrose Water Facility will be acquired from the Bureau of Water at a cost of just over \$1 million. Total project costs including improvements to the facility over the next seven years are estimated at \$2.2 million, net of revenue from the sale of properties to be vacated by the Bureau when the Training Center is available. Also included is \$720,000 to preserve fire response capability in areas annexed to the City; \$63,000 for the addition of a new EMS Training Lieutenant; and \$132,000 for the addition of two new Fire Inspector positions.
- **Human Services:** The 1990-91 Budget contains \$2.9 million in support of human services, of which \$2.0 million comes from discretionary General Fund resources, \$700,000 from the HCD Block Grant, and just under \$200,000 from the tax increment dollars administered by the Portland Development Commission. Approximately \$1.3 million of these funds (\$919,000 from the General Fund and \$354,000 from the

HCD Fund) support programs that serve the neediest citizens and correspond to functions traditionally provided by Multnomah County. This includes \$391,717 for participation in the cost of the County's Aging Services Division, \$93,000 for the City's share of the

Council for Prostitution Alternatives, and \$354,000 in HCD Block Grant dollars for Emergency Housing programs. Over the next several months, these and other similar programs will be topics of discussion between the City and the County on their

**Figure 8**  
**Allocation of FY 1990-91 Residual**

<u><b>Community Policing</b></u>		<u><b>Affirmative Action/Personnel</b></u>	
Community Policing Adds (Police)	\$1,281,938	OF&A/Personnel Recruitment	46,000
Neighborhood Crime Prevention (ONA)	228,516	Personnel Specialist (Parks)	46,808
DUII/Prostitution Asset Program	124,869	Affirmative Action Training Add	10,000
Regional Drug Initiative	30,000	Affirmative Action S/A	100,000
Parks Plus	40,000	Jumpstart Personnel Supplement	170,000
Youth at Risk (upgrade)	8,000	Compensation Study	25,000
Park Security	121,000		
<u><b>Community/Human Services</b></u>		<u><b>Management/Administrative Services</b></u>	
Self Enhancement (PIC)	80,000	State Legislative Operations	33,507
Youth at Risk (PIC)	150,000	Washington Liaison	29,764
SE Asian Outreach	16,000	Pblic Technology Inc.	20,000
IFCC	62,812	City Attorney Forfeiture/Enforcement	26,463
Aging Services	373,000	City Attorney Computer	30,000
Council on Prostitution Alternatives	93,000		
Aging Services COLA	18,719	<u><b>Economic Development</b></u>	
NE Coalition Copier	4,600	PDC Business Retention	125,000
		Pioneer Square Christmas Tree	15,000
<u><b>Other Public Safety</b></u>		<u><b>Miscellaneous</b></u>	
BOEC CSL Charges (net)	51,098	Hydropower Transfer	191,840
Fire Adds (net)	27,000	City Photographer	50,000
<u><b>Parks/Recreation</b></u>		Used Fork Lift (Purchasing)	10,000
Automation of Permit Center	40,000	Capital Outlay (Business License)	14,696
Irrigation of Parkways	40,000	Fleet Savings	(121,018)
Flower Beds	25,000	Risk Savings	(55,000)
North Waterfront Park	67,707	Communications Savings	(161,000)
Columbia Pool Carryover	23,800	Technical Adjustments per Memo	238
		Cable Management Analyst	46,982
		BGS/Parks Carryover	163,000
		Contingency Increase	112,963
		<b>Grand Total Adopted Budget</b>	<b>\$3,837,302</b>

respective roles in the provision of human services. In addition, the budget contains \$300,000 toward the County's Youth Service Centers, pursuant to an existing City-County agreement under which the City's support will be reduced by \$200,000 per year and be phased out altogether by FY 1992-93.

- **Financial Stability:** In accordance with the Council Budget Resolution, the Budget includes the transfer of \$2 million to the General Reserve Fund. This transfer begins the development of a second 5% reserve to cover future revenue decreases resulting from an economic downturn. A detailed discussion of these reserves is included within both the Adopted Financial Plan and the Reserve Policy, copies of which are within the appendix. A total of \$14.7 million is budgeted in the General Reserve Fund. This budget consists of \$3 million to cover anticipated fire and police retirements resulting from pension system reform, \$9 million for the first 5% (emergency reserve), and \$2 million to begin building the second 5% (countercyclical reserve).
- **Affirmative Action:** A total of \$788,000 has been included within the Budget in support of affirmative action programs. Of this amount, \$259,500 represents new programs and \$529,000 existing programs. New programs include \$98,500 in support of two minority recruiters within the Bureau of Police; \$46,000 for outreach, monitoring, and training within the Bureau of Parks; \$15,000 to support an internship program within the Bureau of Buildings; and \$100,000 to support the development of special programs designed to increase minority representation within the City's workforce.
- **Regional Light Rail:** The Budget allocates \$3,460,805 in General Fund transfer to the Transportation Fund in support of transit and regional rail initiatives. Included is \$750,000 for the Regional Rail Program, \$1,250,000 for the Westside Light Rail Program, \$465,000 for extension of the North Mall; \$221,382 for the North Transit Corridor Development; and \$692,000 for the Central Trolley Plan.
- **Parks Bureau:** In addition to \$121,000 for improved Park Security and \$46,808 for coordination of youth-at-risk programs as part of the City's transition to Community Policing, the Budget also includes \$65,000 to restore irrigation of parkways and planting of flower beds. Finally, \$67,407 is included for maintenance of the recently improved North Waterfront Park area.
- **Arts Program:** The FY 1990-91 budget for the Metropolitan Arts Commission has been restored to its FY 1988-89 level. The addition of \$49,588 to the Commission's budget will allow the restoration of the Community Service and Re-grants programs to their FY 1988-89 level of support.
- **Neighborhood Revitalization:** The Budget includes over \$3.0 million for programs consistent with the neighborhood revitalization focus on inner North/Northeast neighborhoods. This includes \$250,000 to support the Northeast Community Development Corporation, which is responsible for administering a \$3.75 million federal grant to rehabilitate and construct 250 units of low-income housing over the next three years. It also includes continued code enforcement and neighborhoods clean-ups in targeted areas (\$297,709 from the



HCD Fund and \$148,775 from the General Fund) and \$430,000 from various sources to continue the Albina Community Plan.

In addition to these service improvements, it was also necessary for the General Fund to partially offset the effects of a \$845,000 decrease in the City's Housing and Community Development Block Grant Federal Entitlement program. Specifically, the City's General Fund will provide \$100,000 in support for the Self-Enhancement Program, \$125,000 for economic development business retention programs, and \$16,000 for a Southeast Asian Outreach program for gang-affected youth.

### **Service Highlights**

The City provides a broad range of service to the public, ranging from such traditional service as Fire, Police, Water, Sewers, Parks, and Transportation to specialized programs such as citizen participation, cable franchise management. Within the FY 1990-91 Budget, the City will also continue to provide \$1.3 million in support of human services.

Highlights of the services supported within the Budget include the following:

- Operation of 33 Fire Stations which will respond to over 50,000 emergency calls during the fiscal year.
- Police responses to an estimated 277,000 calls for service.
- The maintenance of 184 developed parks and community gardens, and 196 landscaped areas along streets and transportation corridors, as well as the operation of 3 year-round and 11 summer swimming pools, 11

community centers, 11 community schools, 2 indoor tennis facilities, 115 outdoor tennis courts, and 4 golf courses.

- Continued support for 92 Neighborhood Associations, and seven district coalition offices and the coordination of 21 bureau advisory committees through the Office of Neighborhood Associations.
- Processing of one million 911 calls requesting police, fire and emergency medical services by the Bureau of Emergency Communications.
- Performance of 6,000 fire inspections and 130,000 building inspections, as well as the investigation of 23,000 nuisances and 30,000 abandoned automobiles. Additionally, an estimated 33,000 permits of varying types will be issued during the year.
- The provision of sewer services to 112,500 residential, 13,000 commercial, and 6 wholesale customers. Provision of water service to 134,000 residential, 16,000 commercial, and 23 contractual accounts. Of the \$40.3 million in revenues generated by water sales during FY 1990-91, 81% will be from customers inside the City. The Water Bureau provides service to 25% of the state's population. The Bureau of Water and the Bureau of Environmental Services budgets address increasing demands stemming from expanding service areas, escalating capital maintenance requirements, and new or anticipated Federal regulations. In order to meet these challenges now and in the future, rate increases of 7.38% for water services and 13.43% for sewer services have been included within the Budget.

- Street preservation activity for FY 1990-91 will reduce the paving backlog by 26 miles, from 494 miles or \$35.5 million in value (projected July, 1990 backlog) to 468 miles or \$34.5 million in value. This work includes 50 miles of resealing and 53 miles of overlay. An additional 3 miles of major reconstruction is also supported within the Budget.
- Maintenance of the Street Lighting system including the replacement of 1,600 lights and the installation of approximately 850 new lights, including 100 in the Oregon Convention Center District and 500 within the City park system.

The FY 1990-91 Adopted Budget supports the provision of these and many other necessary public services.

### **Capital Budget Highlights**

Today's fiscal constraints make it imperative for the City to assess its capital needs carefully to ensure that high priority projects are funded and the existing capital stock is preserved. Tight fiscal conditions coupled with rapid changes in municipal financing mechanisms highlight the need for a comprehensive and long-range capital financing plan. The impact of capital budget plans on rates and bonding requirements must be assessed carefully, particularly in light of proposed service extensions to newly annexed areas. For these reasons, bureaus are required to submit annual five-year capital budget plans. As has been the case in prior years, an internal Capital Review Committee (CRC) was formed to develop recommendations to the Council on the capital budget for FY 1990-91. The recommendations of the committee, with only minor adjustments, have been incorporated in

the FY 1990-91 Budget. The Adopted Capital Budget is included within Volume 2 of this budget document. The following is a brief overview of the capital budget.

Capital Improvement Projects are those that meet one or more of the following conditions:

- Facility projects which equal or exceed \$10,000;
- Equipment costing \$50,000 or more with a life of ten or more years;
- Maintenance and renovation projects totalling \$10,000 or more and having a life expectancy of ten or more years.

Ten Capital Improvement Budget requests were submitted and reviewed by the Capital Review Committee. Requests totalled \$125 million for FY 1990-91, including requests from the Portland Development Commission. For the five-year period, requests totalled nearly \$604 million. General Fund bureau requests totalled \$6.4 million for FY 1990-91 and \$31.7 million for the five-year period ending in FY 1995-96. This compared to a capital set-aside of \$2 million for new capital projects and \$1.8 million for Master Lease payments in FY 1990-91. Based upon information submitted by bureaus, it is estimated that General Fund capital projects will result in increased operating and maintenance costs of \$183,500 per year, or \$917,500 over a five-year period. In addition, the Enhanced 9-1-1 system, part of the Public Safety Capital program will result in increased costs of \$626,000 per year to the General Fund, and the projects built through the Parks System Improvements levy will result in \$21,400 annually in operating and maintenance costs.

The Adopted Budget includes \$3.7 million for General Fund capital projects. Highlights include the following:

- Acquisition of a new Fire Bureau training facility with first year costs of \$382,000 and seven-year costs (net of offsetting revenues), totalling an estimated \$2.2 million.
- The acquisition of replacement fire apparatus with a total estimated cost of \$550,000 through the City's equipment master lease program.
- Improvements to the City's Chimney Park Records Center totalling \$161,000. These improvements will increase the center's capacity and ventilation system.
- Development of specifications for a new 800 MHz Trunked radio system for the City pending a Council decision to proceed with the system.
- Safety improvements to the Police Bureau in East Precinct totalling \$166,000.
- Replacement of the Auditor's Office computer system at a cost of \$64,219.
- Acquisition of computer equipment totalling \$150,000 which is necessary for General Fund bureaus to access the Integrated Business Information System.
- Acquisition of Geographic Information System (GIS) equipment for the Bureau of Planning with 1990-91 costs of \$175,250. This will be integrated as part of the system presently serving Water, Environmental Services, and Transportation.

- Improvements to Holladay Park and Rhododendron Garden Gate and Road at a first year cost of \$105,000 and \$175,000, respectively.

The Adopted Budget also includes \$100,000 for the completion of Public Facilities Plans by the Bureaus of Fire, Parks, Police and General Services and \$75,000 to complete a study of City facility requirements in the recently annexed areas of the City.

Highlights of the approved non-General Fund capital projects include the following:

- The Office of Transportation will expend \$16.5 million in capital projects for FY 1990-91. Included is \$8.9 million for street and structure improvement and preservation projects, \$1 million for traffic safety and management projects, \$3.76 million for light rail systems and city transit improvements, \$.41 million for the upgrade of parking meters, and \$3.16 in street lighting improvements.
- The Bureau of Water will expend \$11.7 million on capital projects in FY 1990-91 and an estimated \$54.4 million over the next five fiscal years. Included in FY 1990-91 are \$1 million for improvements to Dam 1; \$.8 million for the water control center; \$1.2 million for the Ozone Treatment Plant; and \$1.3 million for lab improvements.
- The Bureau of Environmental Services will expend \$49.8 million during FY 1990-91 and \$336 million over the next five years on capital improvements. During FY 1990-91 projects will be supported by \$20.5 million in Local Improvement District revenues,

\$22.5 million in revenue bond proceeds, and \$6.8 million in current sewer charges. Major projects for FY 1990-91 include \$11.4 million in improvements to the Columbia Basin Wastewater Treatment Facility; \$2.9 million for interceptor improvements; \$3.0 million for pump site improvements; \$2.0 million for combined sewer overflow studies; \$2.4 million for combined sewer maintenance; and \$3.8 million for improvements to storm sewers.

Additionally, requests for both the Public Safety Levy and the Park Improvement Levy are included. The former will total \$3.7 million in FY 1990-91 and includes \$1.6 million for Enhanced 911 and \$2.1 million for Computer Aided Dispatch installation at the Bureau of Emergency Communications. The Park Levy will total \$2.4 million and includes such projects as Columbia Annex, play equipment renovation, community center classroom improvements, Peninsula Park improvements, and rest room renovation.

In addition to the above, the CRC also made the following recommendations regarding capital budget requests:

- As part of future capital submissions and presentations, bureaus should include information on the short and long-term financing requirements and assumptions resulting from capital requests. Following the FY 1990-91 budget process, the City's Financial Planning Committee should review the procedures used by capital bureaus in developing annual financial plans. The committee should develop recommendations or alternatives for coordinating the timing of financial plans with the capital budget process.
- A clear policy should be developed governing the use of master lease funds. Elements of the policy should include guidelines on the total amount of General Fund master lease payments and eligibility criteria for master leasing of equipment and facilities.
- A need exists to increase the General Fund Capital Set-Aside in the future. Priority should continue to be given to projects which maintain and preserve the existing capital infrastructure.

The Budget includes directives to ensure that these recommendations are pursued prior to commencement of the next capital budgeting process.

### **Technical Adjustments**

The FY 1990-91 Budget includes several notable technical adjustments:

- **Encumbrances:** Under the City's current accounting system, some expenditures, such as professional service and construction contracts, are "encumbered." Encumbrances are "commitments to spend" set up via either contracts or purchase orders. They are used to reserve the funds, even though the money may not be spent or the services received until some future year. The amount of the encumbrance is reduced as expenditures are actually made against that contract or purchase order. Currently, a bureau may continue to spend down an encumbrance indefinitely, not just in the current fiscal year but in future years as well without having to receive current-year budget authority. This understates both the City's budget and expenditures, since prior year encumbrance appropriations and expenditures

are not reported when they actually occur. Under the City's new Integrated Business Information System (IBIS), no separate spending authority will exist for prior-year encumbrances. Instead, outstanding encumbrance appropriation will lapse at the end of each fiscal year with an equivalent amount re-budgeted in the following fiscal year to allow bureaus to continue contract-related expenditures. This change will increase the beginning fund balances of the General and other City funds which will be offset in a like amount by increased requirements. All such requirements will have been previously approved by the City Council since they tie to either contracts or purchase orders that fit within the previous year's budget.

- **Accruals:** The General Fund currently only accrues property tax and lodging tax revenues. "Accrual" means that the revenues received in the first 60 days of a new fiscal year are credited back to the prior fiscal year, or the year in which they were generated. The Office of Transportation requested that the City begin accruing 30 days of gas tax receipts, which amounts to approximately \$1.5 million at the end of FY 1990-91. This would be consistent with how Transportation records County gas tax revenues and the practice used by both the County and the State. In order to ensure consistency within the City's accounting system, a policy governing revenue accruals will be developed early in FY 1990-91.
- **Exposition and Recreation Commission:** On December 19, 1989, the City and the Metropolitan Service District (METRO) entered into an intergovernmental agreement for the operation and management of the

City's Exposition and Recreation facilities which includes the Memorial Coliseum, Civic Stadium, Civic Auditorium, and the Performing Arts Center. Consistent with this agreement, the FY 1990-91 Budget includes the necessary payment of fund balances to METRO. In future fiscal years, the related funds will be totally eliminated from the City's budget.

- **Environmental Service Fund Adjustments:** The Budget includes several adjustments to the funds managed by the City's Bureau of Environmental Services. In the past, direct expenditures for the Bureau's capital projects occurred in the Sewer Construction Fund. Beginning with the FY 1990-91 Budget, all direct financial activity will occur in the Sewer Operating Fund with cash transfers occurring to and from the construction fund to segregate the construction-related balances. This is consistent with procedures currently used for water and transportation operations within the City. A second change is that all solid waste and recycling expenditures will be made directly out of the Refuse Disposal Fund. In the past, these expenditures were made in the Sewer Operating Fund and were reimbursed by cash transfers from the Refuse Disposal Fund. Overall, these adjustments increased the City's total legal budget by \$34 million because of the cash transfers between funds. However, there will be no impact on the sewer ratepayers.
- **Facilities Fund:** The City's facility maintenance services will be moved from the General Fund to a new Facilities Services Fund in FY 1990-91. This is accomplished by restructuring and renaming the Portland Building Fund. The purpose of this adjustment is to recognize property

management, facilities maintenance, architectural services, and related capital improvements as internal city services. This is consistent with the treatment of such other internal services as fleet management, printing, and communications. Creation of the new fund will occur simultaneous to the assessment of rental costs to City Hall tenants. A cash transfer is also established from the General Fund to provide an initial fund subsidy and to support preliminary work necessary to renovate City Hall. The net impact upon the General Fund resulting from the creation of this fund is a \$6.1 million reduction.

These technical adjustments all have budgetary impact and have been incorporated into the Adopted Budget.

## **Conclusion**

The FY 1990-91 Adopted Budget is a transition budget with the primary objectives of maintaining the City's current services and making careful advances in such high priority service areas as Police, Neighborhood Revitalization, and Affirmative Action. The Budget also continues prior Council commitments to achieve financial stability through the establishment of General Reserves and through the continued containment of City expenditures. During the next year, the Council, with the full participation of the community, will complete the first Strategic Plan for the City. This process, referred to as "Portland Future Focus," will define a community vision of what Portland should be in the future. The resulting action plans will provide a foundation to guide the construction of future budgets. During the forthcoming fiscal year, activity will also continue on the transition to Community Policing, an effort involving not

only the Police Bureau, but other city agencies, participants in the criminal justice system, and the community. In coordination with the Strategic Planning process, work will also continue on examining City resources in relation to future service requirements. Other challenges which will be addressed by the City during the next fiscal year include continued planning for the expansion of the light rail system; the completion of a long-range plan for the City's art and cultural services; continued implementation of neighborhood revitalization plans; and continued review of the impact of new state and federal regulations on the City's water and sewer enterprises. During the next year the City will also re-examine its future role in the provision of human services.

# Budget Notes

During development of the FY 1990-91 Budget, issues were identified which require additional information in order for the Council to reach a decision. Often, this information could not be generated within the time frame of the Budget decision-making process. In order to ensure that such issues are addressed, the Council established budget notes during the budget hearings. These notes identify the issue and assign responsibility for action on the item. Such action may include presentation of a report to the Council identifying alternatives and recommendations. These reports are generally submitted either during the budget hearings or during the following fiscal year. In addition to assigning responsibility for special projects, Council also uses budget notes to formally express service priorities or intended future budgetary actions.

Quarterly status reports will be prepared for those issues approved by Council. The following Budget Notes were established by the Council for FY 1990-91.

## **Office of Finance and Administration Bureau of Financial Planning**

### **CAPITAL POLICY**

The FY 1990-91 budget process represents the first time that bureaus identified operating expenditures and savings resulting from proposed capital improvement projects. Nevertheless,

review of bureau budget requests indicates that additional work is required in this area. The Capital Review Committee recommended that bureaus be required to present alternatives to Council on plans for covering annual financial impact at the time that capital projects are presented for approval. At that time, bureaus should be given direction on which alternative to implement in conjunction with future budget requests. The intent of the recommendation is for Council to avoid inadvertent increases in ongoing operating costs of the City through the approval of CIP projects. The City still lacks an overall financial plan for capital expenditures and their related impact on operating budgets. As a result, by September 1, 1990 the Bureau of Financial Planning will present for Council consideration a capital planning and budgeting policy for all departments and funds of the City. In addition to covering the ongoing financial requirements associated with capital projects, the policy will also address the annual amount of General Fund set-aside for capital spending, the use of master lease financing to meet financial requirements, and long-term capital facility plans.

### **REVENUE ACCRUAL POLICY**

The Bureau of Financial Planning in coordination with the Bureau of Administrative Services, Office of Transportation, and other interested City agencies shall develop a citywide policy on revenue accruals. The Governmental Accounting and Standards Board is considering a new policy



requiring governmental entities to convert to full accrual accounting by 1993. The intent of this new rule is to more accurately state the financial obligations of governmental units since the full expenditure will be accrued at the time an obligation is made. The intent of the policy will be to provide citywide consistency and clear guidelines for use by bureaus in accruing revenues. This policy shall be completed and presented to Council in August, 1990. The accrual of \$1.5 million in gas tax revenues contained within the Transportation budget will conform to the adopted policy.

#### FINANCIAL FORECAST COORDINATION

Unlike the General Fund, the Enterprise Funds typically do not update financial plans in advance of preparing capital and operating budgets. For the General Fund, the plan is completed as the first step in the annual budget process in order to define the parameters and guidelines under which bureaus prepare requests. The Financial Plan is then updated regularly throughout the budget process. While highly complicated financial plans are prepared by the City's enterprise operations, their timing does not coincide with the development of the General Fund financial forecast. The Bureau of Financial Planning, in coordination with the Financial Planning Committee, will review the procedures used by capital bureaus in developing annual financial plans. Specifically, the Bureau of Financial Planning, with the advice of the Committee, will review the feasibility of and develop recommendations or alternatives for coordinating the timing of financial plans with the annual budget process. In order to ensure incorporation into the FY 1991-92 budget process, the Bureau of Financial Planning will present findings and recommendations to the Council in August of 1990.

#### RESPONSE TO 1990-91 REVENUE SHORTFALL

Should General Fund resources fall below those projected in the FY 1990-91 Budget and should that shortfall require expenditure reductions in the FY 1990-91 Budget, the Council affirms its intent to continue to fund the Aging Services, Community Policing, other Public Safety, Self-Enhancement, and Youth at Risk add packages as enumerated on the "Allocation of FY 1990-91 Residual" list. The Council will consider reducing or eliminating all other add packages as being funded out of the 1990-91 residual.

#### TARGET CALCULATIONS

In calculating targets for Police and Fire Bureaus for the 1991-92 Budget Process, the Bureau of Financial Planning shall treat separately the internal charges related to the Bureau of Emergency Communications.

#### Bureau of General Services

##### PARKING/HELIPORT PLAN

With construction of the Old Town Parking Garage and Heliport, the City's Parking Facilities Fund reached its capacity for supporting new facilities. Additionally, the Heliport and possibly the Old Town Parking Garage will require annual operating subsidies. The Bureau of General Services will present a management plan to the Council for the future financial operation of the Heliport which indicates how the future deficit will be eliminated prior to the initiation of the FY 1991-92 budget process. The Bureau of General Services should also work with the Bureau of Financial Planning and the Office of Transportation to develop a financial, operating, and development plan for the city's parking



structures. The plan should provide alternatives for the future role of the Autoport in the parking structure system.

This plan should be completed prior to the FY 1991-92 budget process.

## **Bureau of Water**

### **HYDROELECTRIC POWER FUND**

In coordination with the Bureau of Financial Planning, the Bureau of Water will conduct a detailed review of the Hydroelectric Fund with the objective of presenting alternatives to the Council for eliminating future fund deficits. Specifically, the review will cover the history of the Fund; justification for direct and indirect fund expenditures including interagency agreements with the Water Fund; and a review of future options for covering Performing Arts Center debt presently covered by the Fund. This report shall be presented to the Council in September of 1990.

## **Office of Neighborhood Associations**

### **NORTHEAST SENIOR FACILITY**

The Park Bureau, Office of Neighborhood Associations, and the Commission on Aging shall form a Task Force to identify options for senior citizens in Northeast Portland to obtain needed services. If warranted, the Task Force shall also develop recommendations for the provision of additional services. This report shall be completed and presented to Council by November 15, 1990. The Office of Neighborhood Associations shall take the lead in this project.

## **Energy Office**

### **SAVINGS POLICY**

A task force comprised of the Energy Office, the Office of Finance and Administration, and any other interested parties shall convene to develop a proposal that would: 1) establish a mechanism to determine bureau savings as a result of the Energy Policy; and 2) develop a formula under which some percentage of the energy savings should be used to finance the Energy Office.

## FINANCIAL SUMMARIES

The following section contains a variety of summaries intended to help the reader view the 1990-91 Adopted Budget as a whole, consolidating the figures across all the City's funds or bureaus. The first summary offers the broadest picture: the entire City budget condensed onto one page, comparing 1990-91 with 1989-90. This summary illustrates that for the City as a whole as well as for any individual fund, resources must always equal requirements. That is, the amount of money planned to be spent from a fund, plus the dollars reserved for contingencies or reserves ("requirements") must be equal to the total amount of money flowing into the fund plus its beginning balance ("resources"). The first summary also shows the budget broken down into its major revenue classes or expense classes. On the requirements side of the budget, there are two types of major expense classes. The "bureau requirements" refer to those types of expenditures--either operating or capital--that result from the programs or services provided by the City's bureaus. These include personal services, internal or external materials and services, or capital outlay. The other type of expense class, "fund-level requirements," refers to financial requirements needed in order to keep a fund healthy and meet its obligations--such as contingencies, debt retirement, or transfers to other funds--but may not be associated with the operations of any particular bureau. This distinction is important because the bureau requirements--the "service" part of the budget--is used in some of the financial summaries instead of the total requirements at the fund level.

The second summary, "General Fund Resources and Requirements," summarizes the General Fund on one-page, showing the different sources of revenue, the fund-level requirements, and the bureau requirements broken out by individual bureau. This table also shows how much of a bureau's budget comes from "discretionary" General Fund resources. Some of the General Fund revenues ("non-discretionary" resources) are restricted by contract or agreement to be spent only for certain purposes. For instance, the Fire Bureau receives funds from Fire District 10 that must be used to provide fire protection to District 10

residents and businesses. Non-discretionary resources may include contracts, grants, donations, or "interagency" revenue received from another City bureau for a certain service. A bureau's "discretionary" budget subtracts these restricted activities and therefore represents the bureau's allocation of those dollars over which the City Council has discretion, such as property taxes, business licenses, or utility license fees. That is, the City Council can opt to dedicate discretionary resources to any service area.

The next two summaries, which are required by State law, summarize the City's indebtedness and the calculation of its property tax levies. Following them are some more extended tables that show different aspects of the City's budget by individual fund. The "Resources and Requirements - All Funds" table shows the total requirements (or the total resources, since they are equal) in any fund, not only for the Adopted 1990-91 Budget but also the Proposed 1990-91 Budget, the Revised 1989-90 Budget, and the actual results for 1988-89 and 1987-89. The "Resources - All Funds" table breaks out the resources (for Adopted 1990-91 only) by its primary categories of external revenue, interfund revenue, and beginning balance. The "Requirements - All Funds" table gives a similar breakdown for the 1990-91 Adopted Requirements, showing the bureau requirements as a whole along with the various categories of fund-level requirements. The following table, "Summary of Bureau Appropriations By Fund," gives more detail on the bureau requirements, showing for each fund (and, within the General Fund, for each individual bureau) how much is to be spent on personal services, capital outlay, or the other major expense classes within the bureau requirements. The "Summary of Bureau Appropriations By Managing Agency" shows the total bureau appropriations for 1989-90 and 1990-91, grouped by the agency that manages that particular fund or appropriation. So, for instance, it shows all of the dollars for which the Bureau of General Services is responsible, even though those appropriations are in many different funds. Finally, the "Summary of Authorized Full-Time Positions" shows the authorized personnel strength in each bureau.

# FINANCIAL SUMMARY

FY 1990-91 Budget

	Revised Budget FY 89-90	Adopted FY 90-91
<b><u>TOTAL RESOURCES – All Funds</u></b>		
<i>Revenues</i>		
Property Taxes	142,202,397	156,065,607
Other Taxes	5,680,538	6,093,727
Licenses and Permits	46,674,487	50,520,561
Service Charges	108,730,516	107,777,673
Fines and Forfeitures	1,000,000	1,800,000
Intergovernmental	74,265,815	72,323,526
Miscellaneous	52,421,381	58,279,773
Debt Proceeds	124,229,097	80,593,240
<b>Total Revenues</b>	<b>555,204,231</b>	<b>533,454,107</b>
<i>Transfers from Other Funds</i>		
Service Reimbursements	81,669,253	83,702,782
Cash Transfers	212,002,075	255,303,124
<b>Total Transfers from Other Funds</b>	<b>293,671,328</b>	<b>339,005,906</b>
<i>Beginning Fund Balances</i>	<b>146,110,587</b>	<b>244,794,683</b>
<b>TOTAL BUDGET</b>	<b>994,986,146</b>	<b>1,117,254,696</b>
<i>Less Interfund Transactions &amp; Tax Anticipation Notes</i>	<b>(333,970,909)</b>	<b>(367,505,906)</b>
<b>NET BUDGET</b>	<b>661,015,237</b>	<b>749,748,790</b>

## **TOTAL REQUIREMENTS – All Funds**

<i>Bureau Requirements</i>		
Personal Services	211,825,883	218,784,755
External Materials & Services	170,915,716	199,234,463
Internal Materials & Services	81,864,825	83,702,782
Capital Outlay	64,563,325	92,932,645
Equipment Cash Transfers	422,108	625,612
<b>Total Bureau Requirements</b>	<b>529,591,857</b>	<b>595,280,257</b>
<i>Fund-Level Requirements</i>		
Debt Retirement	94,323,817	104,276,539
Fund-Level Cash Transfers	211,683,976	254,677,512
Operating Contingency	78,405,081	80,994,306
Encumbrance Carryover	0	0
Unappropriated Ending Fund Balance	80,545,165	81,716,928
Inventory Increases	436,250	309,154
<b>Total Fund-Level Requirements</b>	<b>465,394,289</b>	<b>521,974,439</b>
<b>TOTAL BUDGET</b>	<b>994,986,146</b>	<b>1,117,254,696</b>
<i>Less Interfund Transactions &amp; Tax Anticipation Notes</i>	<b>(333,970,909)</b>	<b>(367,505,906)</b>
<b>NET BUDGET</b>	<b>661,015,237</b>	<b>749,748,790</b>

# General Fund Resources and Requirements

	<i>Discretionary Budget</i>		<i>Total Budget</i>	
	<i>Revised Budget FY 1989-90</i>	<i>Adopted FY 1990-91</i>	<i>Revised Budget FY 1989-90</i>	<i>Adopted FY 1990-91</i>
<b>RESOURCES</b>				
Property Taxes	\$80,433,810	\$86,536,639	\$80,433,810	\$86,536,639
Lodging Taxes	4,733,781	5,079,772	4,733,781	5,079,772
Business Licenses	16,438,574	20,038,949	16,438,574	20,038,949
Utility Franchise Fees	27,731,273	28,191,876	27,731,273	28,191,876
Other	7,306,302	9,169,556	6,631,940	9,307,500
Intergovernmental	7,253,566	7,209,763	18,823,567	17,285,857
Transfers from Other Funds/Agencies	7,307,303	7,491,580	21,727,452	19,391,055
Beginning Fund Balance	13,229,944	8,859,850	13,229,944	8,859,850
<b>GENERAL FUND RESOURCES</b>	<b>\$164,434,553</b>	<b>\$172,577,985</b>	<b>\$189,750,341</b>	<b>\$194,691,498</b>
<b>REQUIREMENTS</b>				
City Attorney	1,667,231	1,566,203	\$2,373,129	\$2,391,759
City Auditor	1,835,975	2,344,195	2,517,022	3,153,281
Cable & Franchise Mgt	678,099	786,216	678,099	786,216
Commissioner #1	635,844	634,851	853,539	634,851
Commissioner #2	560,601	619,762	560,601	619,762
Commissioner #3	510,834	588,978	510,834	588,978
Commissioner #4	628,963	682,317	628,963	682,317
Community Development	1,597,455	1,404,226	2,437,674	2,212,226
Energy	0	100,397	0	309,408
Finance & Administration	6,333,245	7,271,142	9,825,665	12,438,826
Fire	42,103,671	45,438,541	50,926,471	52,816,087
General Services	1,121,149	7,452	7,412,467	1,039,480
Intergovernmental Affairs	0	348,179	0	445,823
Licenses	1,283,387	1,509,132	1,283,387	1,528,723
Mayor	1,356,799	1,075,740	1,452,939	1,075,740
Metropolitan Arts	450,600	568,931	1,128,073	1,169,779
Neighborhood Associations	1,803,290	2,112,704	2,057,701	2,314,865
Parks & Recreation	19,743,332	21,281,842	21,164,714	24,143,968
Planning	2,592,698	3,060,045	3,157,198	3,684,645
Police	54,926,715	61,286,270	55,893,535	62,563,204
Purchases & Stores	877,467	923,259	937,259	986,248
Special Appropriations	6,362,524	7,428,656	6,586,397	7,566,365
<b>Total Bureau Requirements</b>	<b>\$147,069,879</b>	<b>\$161,039,038</b>	<b>\$172,385,667</b>	<b>\$183,152,551</b>
Transfers to Other Funds	\$16,188,133	\$8,365,984	\$16,188,133	\$8,365,984
General Operating Contingency	1,116,541	3,112,963	1,116,541	3,112,963
Inventory Increases	60,000	60,000	60,000	60,000
<b>GENERAL FUND REQUIREMENTS</b>	<b>\$164,434,553</b>	<b>\$172,577,985</b>	<b>\$189,750,341</b>	<b>\$194,691,498</b>

*Note: Tax Anticipation Notes (TAN's) are excluded. TAN's are budgeted at \$40,000,000 in 1989-90 and \$28,500,000 in 1990-91. Utility Franchise Fees and Intergovernmental Revenue amounts include dollars transferred from other funds for those purposes.*

# STATEMENT OF INDEBTEDNESS

FY 1990-91

Type of Debt	Debt Outstanding		Debt Authorized, Not Incurred	
	7/1/89	7/1/90	7/1/89	7/1/90
<b>LONG-TERM DEBT</b>				
General Obligation Bonds	129,738,061	121,060,621	\$0	\$0
Revenue Bonds	92,350,000	150,420,000	0	0
Tax Increment Bonds	90,143,704	86,553,704	0	0
Interest Bearing Warrants	22,000,000	22,000,000	0	0
Certificates of Participation	51,461,355	46,347,403	0	0
<b>TOTAL INDEBTEDNESS</b>	<b>\$385,693,120</b>	<b>\$426,381,728</b>	<b>\$0</b>	<b>\$0</b>

Est. Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost
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## SHORT-TERM BORROWING - FY 1990-91

General Fund	\$28,500,000	5.894%	\$1,468,090
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The City of Portland issues a variety of debt in order to raise capital for construction projects and acquisition of equipment and facilities. General obligation debt (backed by the full faith and taxing power of the City) is very low, consisting of voter approved bonds for the Performing Arts Center and remodeling of Civic Stadium, Bancroft Local Improvement District Bonds and Water Facility Bonds (additionally backed by assessments against benefitted properties and water user charges respectively), and short-term Tax Anticipation Notes.

The City currently enjoys the highest possible rating ("Aaa") on its General Obligation debt from Moody's Investors Service. City Sewer Revenue Bonds are rated "A1" by Moody's, with the equivalent rating of "A+" from Standard & Poors. These ratings have been obtained on the basis of the City's own credit capabilities and without the use of bond insurance.

Moody's recently published a detailed summary of their municipal ratings indicating they have outstanding ratings on in excess of 36,000 separate debt issues. Of those 47% were rated "Aaa" but only 133 issuers, including Portland, had obtained that rating on their own credit and without the use of bond insurance. In the 13 western states (including Alaska and Hawaii) there are only 13 "Aaa" credits obtained on their own merit. In addition, Portland is one of only 60 cities in the United States to hold that rating, and one of only eight cities with a population over 250,000 to do so.

The City does not currently have any voter approved long-term debt that has not been incurred. Estimated outstanding long-term debt as of July 1, 1990, reflects bond sales during the 1989-90 fiscal year, and redemption of principal on issues sold in previous years. Sales during the 1989-90 fiscal year have included and are projected to include:

Debt Outstanding July 1, 1989	\$385,693,120	
Tax Anticipation Notes	22,000,000	August 29, 1989
Portland Building Refunding	28,405,000	October 1, 1989
Sewer Revenue Bonds	59,240,000	March 1, 1990
Master Lease Certificates of Participation	2,525,000	June, 1990
Annexed Water District Debt	44,377	
New Debt Issued FY 1989-90	112,214,377	
Debt Redeemed during FY 1989-90	(71,525,769)	
Estimated Debt Outstanding July 1, 1990	\$426,381,728	

Short-term borrowing for the General Fund is required to cover cash-flow requirements between the beginning of the fiscal year and property tax receipts which begin arriving in November. Short-term Notes are repaid before the end of the fiscal year. The cash flow deficit the City would otherwise have incurred exceeds 90% of the amount of borrowing.

## City Of Portland Tax Levy Computation

### FISCAL YEAR 1990-91:

	Total	General	Parks System Improvements Levy	Public Safety Capital Levy	Bonded Debt	Street Lighting	Fire & Police Disability & Retirement
Total Budget Requirements	\$287,922,031	\$223,191,498	\$3,220,024	\$4,877,000	\$3,890,998	\$16,251,456	\$36,491,055
Less: Budgeted Resources, Except Taxes To Be Levied	(\$160,203,221)	(\$141,482,334)	(\$1,024,242)	(\$2,620,750)	(\$574,620)	(\$9,551,456)	(\$4,949,819)
Taxes Necessary To Balance Budget	\$127,718,810	\$81,709,164	\$2,195,782	\$2,256,250	\$3,316,378	\$6,700,000	\$31,541,236
Add: Taxes Estimated Not To Be Received During Ensuing Year	\$14,949,648	\$9,979,076	\$237,218	\$243,750	\$358,279	\$723,823	\$3,407,502
Total Taxes To Be Levied	\$142,668,458	\$91,688,240	\$2,433,000	\$2,500,000	\$3,674,657	\$7,423,823	\$34,948,738
Change From Prior Year:	11.1%	9.8%	0.0%	0.0%	-0.6%	2.6%	21.0%
<u>Legal Basis of Taxes To Be Levied</u>							
Within 6% Limit (Ongoing Tax Base)	\$91,688,240	\$91,688,240	\$0	\$0	\$0	\$0	\$0
Outside 6% Limit (Special Levies)	\$47,305,561	\$0	\$2,433,000	\$2,500,000	\$0	\$7,423,823	\$34,948,738
Not Subject to 6% Limit (Bonded Debt)	\$3,674,657	\$0	\$0	\$0	\$3,674,657	\$0	\$0
Total Taxes To Be Levied	\$142,668,458	\$91,688,240	\$2,433,000	\$2,500,000	\$3,674,657	\$7,423,823	\$34,948,738

### FISCAL YEAR 1989-90:

	Total	General	Parks System Improvements Levy	Public Safety Capital Levy	Bonded Debt	Street Lighting	Fire & Police Disability & Retirement
Total Budget Requirements	\$272,499,167	\$215,629,577	\$2,299,000	\$2,371,000	\$3,916,048	\$13,914,638	\$34,368,904
Less: Budgeted Resources, Except Taxes To Be Levied	(\$156,312,829)	(\$139,952,539)	(\$85,000)	(\$96,000)	(\$570,000)	(\$7,365,761)	(\$8,243,529)
Taxes Necessary To Balance Budget	\$116,186,338	\$75,677,038	\$2,214,000	\$2,275,000	\$3,346,048	\$6,548,877	\$26,125,375
Add: Taxes Estimated Not To Be Received During Ensuing Year	\$12,194,989	\$7,981,515	\$219,000	\$225,000	\$352,017	\$688,967	\$2,748,490
Total Taxes To Be Levied	\$128,381,327	\$83,638,553	\$2,433,000	\$2,500,000	\$3,698,065	\$7,237,844	\$28,873,865
<u>Legal Basis of Taxes To Be Levied</u>							
Within 6% Limit (Ongoing Tax Base)	\$83,638,553	\$83,638,553	\$0	\$0	\$0	\$0	\$0
Outside 6% Limit (Special Levies)	\$41,044,709	\$0	\$2,433,000	\$2,500,000	\$0	\$7,237,844	\$28,873,865
Not Subject to 6% Limit (Bonded Debt)	\$3,698,065	\$0	\$0	\$0	\$3,698,065	\$0	\$0
Total Taxes To Be Levied	\$128,381,327	\$83,638,553	\$2,433,000	\$2,500,000	\$3,698,065	\$7,237,844	\$28,873,865

## RESOURCES and REQUIREMENTS – ALL FUNDS

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>OPERATING FUNDS</u></b>					
<i>General</i>	199,158,754	211,641,360	229,750,341	223,920,158	223,191,498
<i>Assessment Collection</i>	531,835	538,491	531,000	529,700	529,700
<i>Auto Port</i>	1,680,904	1,231,709	947,285	1,100,785	1,128,152
<i>Buildings</i>	0	9,545,313	10,604,533	11,277,271	11,565,151
<i>Econ Improve District (EID)</i>	0	1,340,596	2,217,000	2,217,000	2,217,000
<i>Emergency Communications</i>	6,364,902	6,830,327	7,671,051	8,970,566	8,943,553
<i>E/R Civic Stadium</i>	882,631	856,141	1,044,422	0	0
<i>E/R Memorial Coliseum</i>	10,478,927	10,403,848	9,822,723	2,622,000	2,622,000
<i>E/R Performing Arts</i>	3,672,314	3,403,534	3,838,238	0	0
<i>Golf</i>	4,036,423	4,746,252	7,801,619	8,451,497	7,147,271
<i>Hydropower</i>	722,802	753,967	707,814	504,000	504,000
<i>NW I-405 Recreation</i>	586,314	769,008	876,849	1,073,738	1,073,738
<i>Parking Facilities</i>	3,720,291	4,642,490	6,124,594	5,692,099	5,991,339
<i>Parks System Improvements</i>	0	0	2,299,000	3,992,333	3,220,024
<i>PIR</i>	396,764	503,014	455,305	561,958	607,299
<i>Public Safety Capital</i>	0	0	2,371,000	4,877,000	4,877,000
<i>Refuse Disposal</i>	2,485,982	2,797,241	2,590,866	2,975,882	3,195,984
<i>Sewer System Operating</i>	40,913,116	46,602,138	55,532,395	64,786,624	101,091,872
<i>Street Lighting</i>	19,166,561	15,436,146	13,914,638	16,237,465	16,251,456
<i>Transportation</i>	52,037,393	61,386,906	70,712,844	94,904,994	84,994,216
<i>Water</i>	53,140,399	52,563,814	59,643,401	68,275,783	67,961,804
<i>Total Operating Funds</i>	399,976,312	435,992,295	489,456,918	522,970,853	547,113,057
<b><u>REVENUE AND RESERVE FUNDS</u></b>					
<i>CETA</i>	16,194	805,778	798,773	0	0
<i>Convention and Tourism</i>	794,840	906,285	945,028	1,014,955	1,014,955
<i>General Reserve</i>	4,950,000	2,434,967	12,158,497	14,313,530	14,705,530
<i>Parking Meter</i>	5,523,037	6,654,186	6,654,017	7,685,186	7,685,186
<i>Sewer System Debt Proceeds</i>	22,592,385	8,255,132	40,180,000	27,483,510	50,155,147
<i>State Revenue Sharing</i>	1,880,600	2,086,378	2,005,063	2,119,234	2,119,234
<i>State Tax Street</i>	14,008,923	17,296,373	18,767,091	23,022,446	23,022,446
<i>Street Light Replacement</i>	0	0	326,934	687,054	687,054
<i>Total Revenue and Reserve Funds</i>	49,765,979	38,439,099	81,835,403	76,325,915	99,389,552
<b><u>BONDED DEBT FUNDS</u></b>					
<i>Airport Way Debt Service</i>	103,172	483,707	1,443,484	3,688,279	3,688,279
<i>Bancroft Interest and Sinking</i>	571,771	1,696,898	1,449,150	2,424,070	2,424,070
<i>Bonded Debt Interest &amp; Sinking</i>	4,003,915	3,996,258	3,916,048	3,890,998	3,890,998
<i>Central Eastside Debt</i>	216,362	337,165	585,749	1,355,398	1,355,398
<i>Convention Center Area Debt Service</i>	0	0	0	2,015,359	2,015,359
<i>Downtown Parking</i>	128,785	127,769	123,338	126,653	126,653
<i>Golf Revenue</i>	346,600	266,416	374,887	1,145,700	1,145,700
<i>Hydropower</i>	16,626,532	17,206,703	12,568,298	17,916,593	17,916,593
<i>Improvement Bond Int. &amp; Sinking</i>	11,799,977	11,433,114	10,089,680	9,826,937	9,826,937

## RESOURCES and REQUIREMENTS – ALL FUNDS

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>BONDED DEBT FUNDS – continued</u></b>					
<i>Morrison Park East</i>	1,018,575	1,043,763	1,021,360	1,022,797	1,022,797
<i>Morrison Park West</i>	774,531	787,619	773,171	776,191	776,191
<i>NW Front Ave. Industrial Renewal</i>	9,726,342	10,956,974	11,100,590	14,636,841	14,636,841
<i>Old Town Parking</i>	288,066	855,243	683,349	586,525	586,525
<i>PIR Bond Redemption</i>	180,092	294,767	231,463	359,947	359,947
<i>Sewer System Debt</i>	10,516,942	3,221,976	26,871,980	8,745,175	30,744,882
<i>St Johns Riverfront</i>	25,855	32,549	36,258	59,052	59,052
<i>Short Term Debt</i>	33,332,226	38,259,826	43,300,000	29,968,090	29,968,090
<i>South Park Renewal</i>	3,289,356	5,991,264	8,626,021	11,292,100	11,292,100
<i>Tennis Facilities</i>	87,171	85,042	93,227	72,413	72,413
<i>Washington County Supply</i>	5,771,824	4,087,794	4,082,345	3,901,613	3,901,613
<i>Water Bond Sinking</i>	14,259,501	14,144,534	13,787,174	12,372,644	12,372,644
<i>Waterfront Renewal</i>	41,366,233	27,899,284	32,604,936	32,185,499	32,185,499
<b><i>Total Bonded Debt Funds</i></b>	<b>154,433,828</b>	<b>143,208,665</b>	<b>173,762,508</b>	<b>158,368,874</b>	<b>180,368,581</b>
<b><u>CONSTRUCTION FUNDS</u></b>					
<i>LID Construction</i>	10,672,076	18,523,899	45,031,009	53,669,149	53,669,149
<i>Performing Arts Construction</i>	1,158,353	548,710	800,000	100,000	100,000
<i>Sewer System Construction</i>	28,669,349	23,187,326	29,190,244	44,939,702	46,888,303
<i>Transportation Construction</i>	9,283,003	13,243,685	16,926,646	20,021,684	20,021,684
<i>Water Construction</i>	12,523,945	10,348,959	18,017,358	24,151,921	24,151,921
<b><i>Total Construction Funds</i></b>	<b>62,306,726</b>	<b>65,852,579</b>	<b>109,965,257</b>	<b>142,882,456</b>	<b>144,831,057</b>
<b><u>FEDERAL FUNDS</u></b>					
<i>Federal Grants</i>	11,430,987	12,534,612	12,841,755	5,846,797	5,747,259
<i>Housing &amp; Community Development</i>	10,451,674	11,999,884	10,505,242	15,909,247	11,653,747
<i>Revenue Sharing</i>	224,875	81,174	8,065	0	0
<b><i>Total Federal Funds</i></b>	<b>22,107,536</b>	<b>24,615,670</b>	<b>23,355,062</b>	<b>21,756,044</b>	<b>17,401,006</b>
<b><u>AGENCY AND TRUST FUNDS</u></b>					
<i>Hydropower Renewal &amp; Replacement</i>	5,243,360	5,827,860	6,433,065	6,772,425	6,772,425
<i>Model Cities Econ. Development</i>	159,894	189,089	202,400	191,000	191,000
<i>Portland Parks Trust</i>	425,620	552,488	433,651	497,019	500,995
<i>Public Art Trust</i>	0	0	186,300	565,385	566,385
<i>Sewer System Rate Stabilization</i>	1,700,000	5,951,361	10,325,000	5,784,042	5,784,042
<i>Sewer System Safety Net</i>	0	152,807	1,124,415	451,360	451,360
<i>St. Johns Landfill End Use</i>	0	574,623	827,000	1,090,013	1,090,013
<i>Sundry Trusts</i>	52,586	52,533	55,014	57,688	57,688
<i>Water Growth Impact</i>	553,527	653,241	842,570	878,837	878,837
<b><i>Total Agency and Trust Funds</i></b>	<b>8,134,987</b>	<b>13,954,002</b>	<b>20,429,415</b>	<b>16,287,769</b>	<b>16,292,745</b>



## RESOURCES and REQUIREMENTS – ALL FUNDS

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RETIREMENT FUNDS</u></b>					
<i>F &amp; P Disability &amp; Retirement</i>	30,135,510	31,582,328	35,963,519	36,941,055	36,941,055
<i>F &amp; P Disability &amp; Ret. Reserve</i>	750,000	750,000	750,000	750,000	750,000
<i>F &amp; P Supplemental Retirement</i>	339,291	333,952	389,076	0	0
<i>Supplemental Retire. Prog. Trust</i>	335,110	354,629	374,629	388,401	388,401
<b><i>Total Retirement Funds</i></b>	<b>31,559,911</b>	<b>33,020,909</b>	<b>37,477,224</b>	<b>38,079,456</b>	<b>38,079,456</b>
<b><u>WORKING CAPITAL FUNDS</u></b>					
<i>City Equipment Acquisition</i>	970,520	1,483,028	1,468,528	1,474,033	1,474,033
<i>City Facilities Acquisition</i>	491,683	490,170	490,620	333,255	333,255
<i>Communications Services</i>	6,489,671	7,607,016	6,786,787	8,768,010	9,070,406
<i>Facilities Services</i>	5,375,123	5,466,275	6,366,485	11,413,797	11,290,129
<i>Fleet Services</i>	10,661,562	12,620,584	11,735,740	14,775,522	14,473,903
<i>Health Insurance</i>	8,806,471	9,237,111	10,491,072	13,781,769	13,781,769
<i>Insurance &amp; Claims</i>	5,561,564	5,707,762	6,474,182	6,742,166	6,742,166
<i>Justice Center</i>	3,201,771	2,541,640	2,318,076	2,532,139	2,532,139
<i>Printing &amp; Distribution Services</i>	4,349,923	4,877,292	5,332,681	5,967,670	5,935,279
<i>Workers' Compensation</i>	5,078,960	5,694,072	7,240,188	8,144,683	8,146,163
<b><i>Total Working Capital Funds</i></b>	<b>50,987,248</b>	<b>55,724,950</b>	<b>58,704,359</b>	<b>73,933,044</b>	<b>73,779,242</b>
<b><u>HISTORICAL FUNDS</u></b>					
<i>E/R Convention Center</i>	180,000	105,951	0	0	0
<i>Tennis Operating</i>	251,352	0	0	0	0
<i>Systems Dev. Interest &amp; Sinking</i>	887,365	0	0	0	0
<i>Golf Construction</i>	190,371	0	0	0	0
<i>Portland Boxing &amp; Wrestling</i>	56,092	0	0	0	0
<i>Wash. County Supply Construction</i>	1,498,595	0	0	0	0
<b><i>Total Historical Funds</i></b>	<b>3,063,775</b>	<b>105,951</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL ALL FUNDS</u></b>	<b>782,336,302</b>	<b>810,914,120</b>	<b>994,986,146</b>	<b>1,050,604,411</b>	<b>1,117,254,696</b>

**RESOURCES – ALL FUNDS**

FY 1990–91

<i>Fund Type Fund</i>	<i>Revenues</i>	<i>Transfers from Other Funds</i>	<i>Beginning Balance</i>	<i>Total Resources</i>
<b><u>OPERATING FUNDS</u></b>				
<i>General</i>	186,902,351	27,429,297	8,859,850	223,191,498
<i>Assess Collection</i>	49,200	0	480,500	529,700
<i>Auto Port</i>	872,960	107,775	147,417	1,128,152
<i>Buildings</i>	7,342,600	1,643,097	2,579,454	11,565,151
<i>Econ Improve Dist</i>	2,187,000	0	30,000	2,217,000
<i>Emerg Commun</i>	2,919,384	5,033,735	990,434	8,943,553
<i>E/R Civic Stadium</i>	0	0	0	0
<i>E/R Mem Coliseum</i>	0	0	2,622,000	2,622,000
<i>E/R Performing Arts</i>	0	0	0	0
<i>Golf Operating</i>	3,405,682	0	3,741,589	7,147,271
<i>Hydropower</i>	286,000	115,500	102,500	504,000
<i>NW I-405 Rec</i>	214,011	0	859,727	1,073,738
<i>Parking Facilities</i>	4,088,347	15,000	1,887,992	5,991,339
<i>Parks Systm Imprmt</i>	2,340,782	0	879,242	3,220,024
<i>PIR</i>	485,000	0	122,299	607,299
<i>Pub Safety Capital</i>	2,562,250	0	2,314,750	4,877,000
<i>Refuse Disposal</i>	1,074,000	0	2,121,984	3,195,984
<i>Sewer Operating</i>	46,445,394	49,354,104	5,292,374	101,091,872
<i>Street Lighting</i>	7,770,000	0	8,481,456	16,251,456
<i>Transportation</i>	15,707,188	63,650,854	5,636,174	84,994,216
<i>Water</i>	43,542,245	18,000,200	6,419,359	67,961,804
<i>Total Operating Funds</i>	<b>328,194,394</b>	<b>165,349,562</b>	<b>53,569,101</b>	<b>547,113,057</b>
<b><u>REVENUE AND RESERVE FUNDS</u></b>				
<i>Convention and Tourism</i>	1,014,955	0	0	1,014,955
<i>General Reserve</i>	392,000	2,000,000	12,313,530	14,705,530
<i>Parking Meter</i>	5,816,186	0	1,869,000	7,685,186
<i>Sewer Debt Proceeds</i>	1,085,747	0	49,069,400	50,155,147
<i>State Rev. Sharing</i>	1,987,998	0	131,236	2,119,234
<i>State Tax Street</i>	19,129,457	0	3,892,989	23,022,446
<i>Street Light Replace</i>	21,300	331,820	333,934	687,054
<i>Total Revenue/Reserve</i>	<b>29,447,643</b>	<b>2,331,820</b>	<b>67,610,089</b>	<b>99,389,552</b>
<b><u>BONDED DEBT FUNDS</u></b>				
<i>Airport Way</i>	2,090,279		1,598,000	3,688,279
<i>Bancroft</i>	2,180,500	0	243,570	2,424,070
<i>Bonded Debt</i>	3,590,998	0	300,000	3,890,998
<i>Central Eastside</i>	890,398	0	465,000	1,355,398
<i>Convention Center</i>	2,015,359	0	0	2,015,359
<i>Downtown Parking</i>	5,678	42,000	78,975	126,653
<i>Golf Revenue</i>	10,914	978,867	155,919	1,145,700
<i>Hydropower</i>	4,826,560	375,000	12,715,033	17,916,593
<i>Improve Bond</i>	1,486,192	0	8,340,745	9,826,937

# RESOURCES – ALL FUNDS

FY 1990-91

<i>Fund Type Fund</i>	<i>Revenues</i>	<i>Transfers from Other Funds</i>	<i>Beginning Balance</i>	<i>Total Resources</i>
<b><u>BONDED DEBT FUNDS – continued</u></b>				
<i>Morrison Park E.</i>	42,470	326,000	654,327	1,022,797
<i>Morrison Park W.</i>	34,709	287,000	454,482	776,191
<i>NW Front</i>	3,216,841	0	11,420,000	14,636,841
<i>Old Town Parking</i>	18,633	160,000	407,892	586,525
<i>PIR Bond</i>	167,556	0	192,391	359,947
<i>Sewer System Debt</i>	175	30,742,407	2,300	30,744,882
<i>St Johns Riverfront</i>	22,794	0	36,258	59,052
<i>Short Term Debt</i>	1,114,278	28,853,812	0	29,968,090
<i>South Park Renewal</i>	3,824,100	0	7,468,000	11,292,100
<i>Tennis Facilities</i>	3,610	17,303	51,500	72,413
<i>Wash. County Supply</i>	1,423,035	126,285	2,352,293	3,901,613
<i>Water Bond Sinking</i>	364,947	7,141,733	4,865,964	12,372,644
<i>Waterfront Renewal</i>	11,241,499	0	20,944,000	32,185,499
<i>Total Bonded Debt Funds</i>	38,571,525	69,050,407	72,746,649	180,368,581
<b><u>CONSTRUCTION FUNDS</u></b>				
<i>LID</i>	48,165,569	1,253,580	4,250,000	53,669,149
<i>Performing Arts</i>	0	0	100,000	100,000
<i>Sewer System</i>	185,000	37,577,228	9,126,075	46,888,303
<i>Transportation</i>	3,557,083	15,233,305	1,231,296	20,021,684
<i>Water</i>	12,934,535	8,953,821	2,263,565	24,151,921
<i>Total Construction Funds</i>	64,842,187	63,017,934	16,970,936	144,831,057
<b><u>FEDERAL FUNDS</u></b>				
<i>Federal Grants</i>	5,747,259	0	0	5,747,259
<i>Housing &amp; Comm. Develop.</i>	11,653,747	0	0	11,653,747
<i>Revenue Sharing</i>	0	0	0	0
<i>Total Federal Funds</i>	17,401,006	0	0	17,401,006
<b><u>AGENCY AND TRUST FUNDS</u></b>				
<i>Hydro Renew/Repl.</i>	618,723	0	6,153,702	6,772,425
<i>Model Cities Devlpmt</i>	29,000	0	162,000	191,000
<i>Portld Parks Trsts</i>	207,351		293,644	500,995
<i>Public Art Trust</i>	478,442	61,943	26,000	566,385
<i>Sewer Rate Stabiliz</i>	0	0	5,784,042	5,784,042
<i>Sewer Safety Net</i>	451,360	0	0	451,360
<i>St. John's Landfill</i>	183,000	0	907,013	1,090,013
<i>Sundry Trusts</i>	3,774	0	53,914	57,688
<i>Water Growth Impact</i>	61,314	0	817,523	878,837
<i>Total Agency and Trust</i>	2,032,964	61,943	14,197,838	16,292,745

**RESOURCES – ALL FUNDS**

FY 1990–91

<i>Fund Type Fund</i>	<i>Revenues</i>	<i>Transfers from Other Funds</i>	<i>Beginning Balance</i>	<i>Total Resources</i>
<b><u>RETIREMENT FUNDS</u></b>				
<i>F &amp; P Disab/Retire</i>	34,596,539	750,000	1,594,516	36,941,055
<i>FPDR Reserve</i>	0	0	750,000	750,000
<i>F &amp; P Supp Retire</i>	0	0	0	0
<i>Supp Retire Prog Trst</i>	26,000	0	362,401	388,401
<i>Total Retirement Funds</i>	34,622,539	750,000	2,706,917	38,079,456
<b><u>WORKING CAPITAL FUNDS</u></b>				
<i>City Equipment Acq</i>	0	1,474,033	0	1,474,033
<i>City Facilities Acq</i>	0	333,255	0	333,255
<i>Comm Svcs</i>	425,500	4,325,151	4,319,755	9,070,406
<i>Facilities Svcs</i>	1,288,546	7,915,329	2,086,254	11,290,129
<i>Fleet Services</i>	207,000	11,523,146	2,743,757	14,473,903
<i>Health Insurance</i>	13,268,476	0	513,293	13,781,769
<i>Insurance &amp; Claims</i>	301,448	2,765,407	3,675,311	6,742,166
<i>Justice Center</i>	72,673	2,360,875	98,591	2,532,139
<i>Printing &amp; Distrib</i>	2,224,354	3,396,876	314,049	5,935,279
<i>Workers' Compensation</i>	553,852	4,350,168	3,242,143	8,146,163
<i>Total Working Capital Funds</i>	18,341,849	38,444,240	16,993,153	73,779,242
<b><u>ALL FUNDS:</u></b>				
<i>TOTAL BUDGET</i>	533,454,107	339,005,906	244,794,683	1,117,254,696
<i>Less Interfund Transactions and Tax Anticipation Notes</i>	28,500,000	339,005,906	0	367,505,906
<b><u>NET BUDGET</u></b>	<b>504,954,107</b>	<b>0</b>	<b>244,794,683</b>	<b>749,748,790</b>

# **REQUIREMENTS – ALL FUNDS**

FY 1990-91

<i>Fund Type Fund</i>	<i>Bureau Appropriations</i>	<i>Cash Transfers To Other Funds</i>	<i>Gen. Operating Contingency</i>	<i>Unapprop. Ending Bal.</i>	<i>Other Requirements</i>	<i>Total Requirements</i>
<i>General</i>	183,152,551	36,865,984	3,112,963	0	60,000	223,191,498
<i>Assess. Collection</i>	49,700	6,010	473,990	0	0	529,700
<i>Auto Port</i>	732,659	138,417	257,076	0	0	1,128,152
<i>Buildings</i>	9,209,132	489,398	1,866,621	0	0	11,565,151
<i>Econ Improve Dist</i>	2,217,000	0	0	0	0	2,217,000
<i>Emerg Commun</i>	7,814,100	142,409	987,044	0	0	8,943,553
<i>E/R Civic Stadium</i>	0	0	0	0	0	0
<i>E/R Mem Coliseum</i>	2,622,000	0	0	0	0	2,622,000
<i>E/R Performing Arts</i>	0	0	0	0	0	0
<i>Golf</i>	5,640,077	1,080,236	426,958	0	0	7,147,271
<i>Hydropower</i>	456,757	47,243	0	0	0	504,000
<i>NWI-405 Rec</i>	128,971	11,336	933,431	0	0	1,073,738
<i>Parking Facilities</i>	2,935,147	1,044,148	2,012,044	0	0	5,991,339
<i>Parks Systm Imprmt</i>	3,119,316	10,000	90,708	0	0	3,220,024
<i>PIR</i>	529,170	23,847	54,282	0	0	607,299
<i>Pub Safety Capital</i>	3,931,608	7,205	938,187	0	0	4,877,000
<i>Refuse Disposal</i>	1,121,298	149,333	1,925,353	0	0	3,195,984
<i>Sewer Operating</i>	76,053,246	19,208,482	5,830,144	0	0	101,091,872
<i>Street Lighting</i>	7,897,760	680,344	1,000,000	6,647,102	26,250	16,251,456
<i>Transportation</i>	75,198,338	7,860,659	1,712,315	0	222,904	84,994,216
<i>Water</i>	45,585,135	19,557,319	2,819,350	0	0	67,961,804
<b>Total Operating Funds</b>	<b>428,393,965</b>	<b>87,322,370</b>	<b>24,440,466</b>	<b>6,647,102</b>	<b>309,154</b>	<b>547,113,057</b>
<i>CETA</i>	0	0	0	0	0	0
<i>Conventn. &amp; Tourism</i>	1,008,076	6,879	0	0	0	1,014,955
<i>General Reserve</i>	0	0	14,705,530	0	0	14,705,530
<i>Parking Meter</i>	0	6,367,186	1,318,000	0	0	7,685,186
<i>Sewer Debt Proceeds</i>	0	50,155,147	0	0	0	50,155,147
<i>State Rev. Sharing</i>	0	1,980,780	138,454	0	0	2,119,234
<i>State Tax Street</i>	0	19,422,446	3,600,000	0	0	23,022,446
<i>Street Light Replace</i>	0	4,886	0	682,168	0	687,054
<b>Total Revenue/Reserve</b>	<b>1,008,076</b>	<b>77,937,324</b>	<b>19,761,984</b>	<b>682,168</b>	<b>0</b>	<b>99,389,552</b>
<i>Airport Way</i>	678,750	0	0	3,009,529	0	3,688,279
<i>Bancroft</i>	1,135,967	0	0	203,103	1,085,000	2,424,070
<i>Bonded Debt</i>	1,150,998	0	0	300,000	2,440,000	3,890,998
<i>Central Eastside</i>	0	0	0	1,355,398	0	1,355,398
<i>Convention Center</i>	410,000	0	0	1,605,359	0	2,015,359
<i>Downtown Parking</i>	6,750	0	0	74,903	45,000	126,653
<i>Golf Revenue</i>	323,100	0	0	747,600	75,000	1,145,700
<i>Hydropower</i>	3,930,259	0	0	6,416,334	7,570,000	17,916,593
<i>Improve Bond</i>	1,163,427	0	0	7,683,510	980,000	9,826,937

# **REQUIREMENTS – ALL FUNDS**

FY 1990-91

<i>Fund Type Fund</i>	<i>Bureau Appropriations</i>	<i>Cash Transfers To Other Funds</i>	<i>Gen. Operating Contingency</i>	<i>Unapprop. Ending Bal.</i>	<i>Other Requirements</i>	<i>Total Requirements</i>
<b><i>BONDED DEBT FUNDS – continued</i></b>						
<i>Morrison Park E.</i>	221,246	0	0	621,551	180,000	1,022,797
<i>Morrison Park W.</i>	183,028	0	0	438,163	155,000	776,191
<i>NW Front</i>	1,120,000	0	0	13,516,841	0	14,636,841
<i>Old Town Parking</i>	570,349	0	0	16,176	0	586,525
<i>PIR Bond</i>	39,823	0	0	225,124	95,000	359,947
<i>Sewer System Debt</i>	6,702,909	0	1,973	0	24,040,000	30,744,882
<i>St Johns Riverfront</i>	0	0	0	59,052	0	59,052
<i>Short Term Debt</i>	1,468,090	0	0	0	28,500,000	29,968,090
<i>South Park Renewal</i>	860,600	0	0	4,071,500	6,360,000	11,292,100
<i>Tennis Facilities</i>	9,913	0	0	37,500	25,000	72,413
<i>Wash. Cnty Supply</i>	1,129,410	0	0	2,242,203	530,000	3,901,613
<i>Water Bond Sinking</i>	4,215,141	0	0	4,865,964	3,291,539	12,372,644
<i>Waterfront Renewal</i>	4,009,011	0	0	19,771,488	8,405,000	32,185,499
<b><i>Total Bond Debt Funds</i></b>	<b>29,328,771</b>	<b>0</b>	<b>1,973</b>	<b>67,261,298</b>	<b>83,776,539</b>	<b>180,368,581</b>
<i>LID</i>	27,886,096	32,009	5,251,044	0	20,500,000	53,669,149
<i>Performing Arts</i>	100,000	0	0	0	0	100,000
<i>Sewer System</i>	0	43,424,764	3,463,539	0	0	46,888,303
<i>Transportation</i>	0	17,425,684	2,596,000	0	0	20,021,684
<i>Water</i>	0	16,286,591	2,740,174	5,125,156	0	24,151,921
<b><i>Total Construction Fund</i></b>	<b>27,986,096</b>	<b>77,169,048</b>	<b>14,050,757</b>	<b>5,125,156</b>	<b>20,500,000</b>	<b>144,831,057</b>
<i>Federal Grants</i>	1,826,359	3,920,900	0	0	0	5,747,259
<i>Hsg &amp; Comm Dev</i>	11,234,718	316,519	102,510	0	0	11,653,747
<i>Revenue Sharing</i>	0	0	0	0	0	0
<b><i>Total Federal Funds</i></b>	<b>13,061,077</b>	<b>4,237,419</b>	<b>102,510</b>	<b>0</b>	<b>0</b>	<b>17,401,006</b>
<i>Hydro Renew/Repl.</i>	0	425,000	6,347,425	0	0	6,772,425
<i>Model Cities Dev</i>	191,000	0	0	0	0	191,000
<i>Portld Parks Trsts</i>	173,893	0	306,139	20,963	0	500,995
<i>Public Art Trust</i>	476,385	0	90,000	0	0	566,385
<i>Sewer Rate Stabiliz</i>	0	5,784,042	0	0	0	5,784,042
<i>Sewer Safety Net</i>	451,360	0	0	0	0	451,360
<i>St John Landfill</i>	0	5,265	1,084,748	0	0	1,090,013
<i>Sundry Trusts</i>	0	0	48,685	9,003	0	57,688
<i>Water Growth Impt</i>	0	0	0	878,837	0	878,837
<b><i>Total Agency &amp; Trust</i></b>	<b>1,292,638</b>	<b>6,214,307</b>	<b>7,876,997</b>	<b>908,803</b>	<b>0</b>	<b>16,292,745</b>

# **REQUIREMENTS – ALL FUNDS**

*FY 1990-91*

<i>Fund Type Fund</i>	<i>Bureau Appropriations</i>	<i>Cash Transfers To Other Funds</i>	<i>Gen. Operating Contingency</i>	<i>Unapprop. Ending Bal.</i>	<i>Other Requirements</i>	<i>Total Requirements</i>
<i>F &amp; P Disab/Retire</i>	34,916,578	24,477	2,000,000	0	0	36,941,055
<i>FPDR Reserve</i>	0	750,000	0	0	0	750,000
<i>F &amp; P Supp Retire</i>	0	0	0	0	0	0
<i>Supp Retire Prog Trst</i>	11,000	0	0	377,401	0	388,401
<b><i>Total Retirement Funds</i></b>	<b>34,927,578</b>	<b>774,477</b>	<b>2,000,000</b>	<b>377,401</b>	<b>0</b>	<b>38,079,456</b>
<i>City Equipment Acq</i>	1,474,033	0	0	0	0	1,474,033
<i>City Facilities Acq</i>	333,255	0	0	0	0	333,255
<i>Comms Svcs</i>	8,425,147	145,259	350,000	150,000	0	9,070,406
<i>Facilities Svcs</i>	9,931,646	70,000	1,288,483	0	0	11,290,129
<i>Fleet Services</i>	13,121,125	426,781	360,997	565,000	0	14,473,903
<i>Health Insurance</i>	11,504,184	41,650	2,235,935	0	0	13,781,769
<i>Insurance &amp; Claims</i>	2,556,019	141,931	4,044,216	0	0	6,742,166
<i>Justice Center</i>	2,405,352	20,802	105,985	0	0	2,532,139
<i>Printng &amp; Distrib</i>	5,413,793	120,935	400,551	0	0	5,935,279
<i>Workers' Comp</i>	4,117,502	55,209	3,973,452	0	0	8,146,163
<b><i>Total Wrkng Captl Fund</i></b>	<b>59,282,056</b>	<b>1,022,567</b>	<b>12,759,619</b>	<b>715,000</b>	<b>0</b>	<b>73,779,242</b>
<b><u>ALL FUNDS:</u></b>						
<b><i>TOTAL BUDGET</i></b>	<b>595,280,257</b>	<b>254,677,512</b>	<b>80,994,306</b>	<b>81,716,928</b>	<b>104,585,693</b>	<b>1,117,254,696</b>
<i>Less Interfund Transactions and Tax Anticip Notes</i>						
	84,328,394	254,677,512	0	0	28,500,000	367,505,906
<b><i>NET BUDGET</i></b>	<b>510,951,863</b>	<b>0</b>	<b>80,994,306</b>	<b>81,716,928</b>	<b>76,085,693</b>	<b>749,748,790</b>

## SUMMARY OF BUREAU APPROPRIATIONS BY FUND

FY 1990-91

<i>Fund/Bureau</i>	<i>Personal Services</i>	<i>External Mtrls &amp; Svcs</i>	<i>Internal Mtrls &amp; Svcs</i>	<i>Capital Outlay</i>	<i>Equipment Cash Transfers</i>	<i>Total Bureau Requirements</i>
<b><u>GENERAL FUND</u></b>						
<i>City Attorney</i>	1,980,020	181,645	194,888	35,206	0	2,391,759
<i>City Auditor</i>	2,168,432	220,639	672,765	91,445	0	3,153,281
<i>Cable &amp; Franchise Mgt.</i>	202,295	551,849	32,072	0	0	786,216
<i>Comm #1, Public Affairs</i>	515,743	36,464	82,644	0	0	634,851
<i>Comm #2, Public Works</i>	507,374	21,814	90,574	0	0	619,762
<i>Comm #3, Public Util</i>	470,435	12,385	106,158	0	0	588,978
<i>Comm #4, Public Safety</i>	542,543	27,050	108,224	4,500	0	682,317
<i>Community Develop</i>	569,132	1,582,915	58,079	2,100	0	2,212,226
<i>Energy</i>	215,782	53,509	40,117	0	0	309,408
<i>Finance &amp; Admin</i>	7,356,144	2,676,065	2,339,458	67,159	0	12,438,826
<i>Fire</i>	45,067,231	3,369,145	3,855,986	478,225	45,500	52,816,087 ✓
<i>General Services</i>	759,160	47,922	226,398	6,000	0	1,039,480
<i>Intergovt Affairs</i>	228,394	178,637	36,592	2,200	0	445,823
<i>Licenses</i>	1,151,440	37,727	306,492	33,064	0	1,528,723
<i>Mayor</i>	788,122	104,538	183,080	0	0	1,075,740
<i>Metro Arts</i>	295,745	780,441	76,314	17,279	0	1,169,779
<i>Neighborhood Assns</i>	839,555	1,322,749	147,961	0	4,600	2,314,865
<i>Parks</i>	13,714,626	5,858,633	2,371,966	2,131,103	67,640	24,143,968 ✓
<i>Planning</i>	2,817,844	230,175	528,130	108,496	0	3,684,645
<i>Police</i>	46,276,262	3,001,312	12,949,890	229,187	106,553	62,563,204 ✓
<i>Purchasing</i>	720,160	40,155	215,933	10,000	0	986,248
<i>Special Appropriations</i>	0	7,191,798	224,567	150,000	0	7,566,365
<b><i>Total General Fund</i></b>	<b>127,186,439</b>	<b>27,527,567</b>	<b>24,848,288</b>	<b>3,365,964</b>	<b>224,293</b>	<b>183,152,551</b>
<b><u>OTHER OPERATING FUNDS</u></b>						
<i>Assessment Collection</i>	0	3,000	46,700	0	0	49,700
<i>Auto Port</i>	0	361,831	343,461	27,367	0	732,659
<i>Buildings</i>	6,819,184	813,171	1,123,633	413,144	40,000	9,209,132
<i>Econ Improve Dist</i>	0	2,217,000	0	0	0	2,217,000
<i>Emer Communications</i>	6,100,225	273,449	1,411,686	28,740	0	7,814,100 ✓
<i>E/R Civic Stadium</i>	0	0	0	0	0	0
<i>E/R Memorial Coliseu</i>	0	2,622,000	0	0	0	2,622,000
<i>E/R Performing Arts</i>	0	0	0	0	0	0
<i>Golf</i>	1,279,116	947,562	301,228	3,112,171	0	5,640,077 ✓
<i>Hydropower</i>	153,061	128,129	170,567	5,000	0	456,757
<i>NW I-405 Recreation</i>	0	29,053	99,918	0	0	128,971
<i>Parking Facilities</i>	0	1,840,742	795,165	299,240	0	2,935,147
<i>Parks System Improve</i>	0	330,000	385,514	2,403,802	0	3,119,316 ✓
<i>PIR</i>	217,789	191,005	55,086	65,290	0	529,170
<i>Public Safety Capital</i>	60,047	13,000	73,561	3,785,000	0	3,931,608 ✓



# SUMMARY OF BUREAU APPROPRIATIONS BY FUND

FY 1990-91

<i>Fund/Bureau</i>	<i>Personal Services</i>	<i>External Mtrls &amp; Svcs</i>	<i>Internal Mtrls &amp; Svcs</i>	<i>Capital Outlay</i>	<i>Equipment Cash Transfers</i>	<i>Total Bureau Requirements</i>
<b><u>OTHER OPERATING FUNDS, continued</u></b>						
<i>Refuse Disposal</i>	264,765	692,653	97,509	66,371	0	1,121,298
<i>Sewer Operating</i>	16,205,959	17,038,287	14,036,113	28,702,887	70,000	76,053,246
<i>Street Lighting</i>	0	28,991	7,868,769	0	0	7,897,760
<b><u>Transportation</u></b>						
<i>Maintenance</i>	18,395,217	8,680,157	6,255,977	632,134	8,300	33,971,785
<i>Traffic Management</i>	4,538,439	5,926,296	4,265,223	3,342,254	10,000	18,082,212
<i>Transp Engineering</i>	6,962,009	6,901,871	2,277,446	1,498,777	8,800	17,648,903
<i>Office of Director</i>	1,928,722	2,772,069	778,240	16,407	0	5,495,438
<i>Total Transportation</i>	31,824,387	24,280,393	13,576,886	37,857,279	27,100	75,198,338
<i>Water</i>	21,775,070	9,057,231	5,895,340	8,615,744	241,750	45,585,135
<i>Total Other Operating</i>	84,699,603	60,867,497	46,281,136	53,014,328	378,850	245,241,414
<b><u>REVENUE AND RESERVE FUNDS</u></b>						
<i>CETA</i>	0	0	0	0	0	0
<i>Convention &amp; Tourism</i>	0	988,485	19,591	0	0	1,008,076
<i>General Reserve</i>	0	0	0	0	0	0
<i>Parking Meter</i>	0	0	0	0	0	0
<i>Sewer Debt Proceeds</i>	0	0	0	0	0	0
<i>State Revenue Sharin</i>	0	0	0	0	0	0
<i>State Tax Street</i>	0	0	0	0	0	0
<i>Street Light Replace</i>	0	0	0	0	0	0
<i>Total Revenue/Reserve</i>	0	988,485	19,591	0	0	1,008,076
<b><u>BONDED DEBT FUNDS</u></b>						
<i>Airport Way Debt Svc</i>	0	678,750	0	0	0	678,750
<i>Bancroft Int/Sinking</i>	0	1,135,967	0	0	0	1,135,967
<i>Bonded Debt Int/Sink</i>	0	1,150,998	0	0	0	1,150,998
<i>Central Eastside Debt</i>	0	0	0	0	0	0
<i>Convention Ctr Area</i>	0	410,000	0	0	0	410,000
<i>Downtown Parking</i>	0	6,750	0	0	0	6,750
<i>Golf Revenue</i>	0	323,100	0	0	0	323,100
<i>Hydropower</i>	0	3,930,259	0	0	0	3,930,259
<i>Improve Bond Int/Sink</i>	0	1,163,427	0	0	0	1,163,427
<i>Morrison Park East</i>	0	221,246	0	0	0	221,246
<i>Morrison Park West</i>	0	183,028	0	0	0	183,028
<i>NW Front Ind Renewal</i>	0	1,120,000	0	0	0	1,120,000
<i>Old Town Parking</i>	0	570,349	0	0	0	570,349
<i>PIR Bond Redemption</i>	0	39,823	0	0	0	39,823
<i>Sewer System Debt</i>	0	6,702,909	0	0	0	6,702,909
<i>St Johns Riverfront</i>	0	0	0	0	0	0
<i>Short Term Debt</i>	0	1,468,090	0	0	0	1,468,090
<i>South Park Renewal</i>	0	860,600	0	0	0	860,600

# SUMMARY OF BUREAU APPROPRIATIONS BY FUND

FY 1990-91

<i>Fund/Bureau</i>	<i>Personal Services</i>	<i>External Mtrls &amp; Svcs</i>	<i>Internal Mtrls &amp; Svcs</i>	<i>Capital Outlay</i>	<i>Equipment Cash Transfers</i>	<i>Total Bureau Requirements</i>
<b><u>BONDED DEBT FUNDS, continued</u></b>						
<i>Tennis Facilities</i>	0	9,913	0	0	0	9,913
<i>Washngtn Cnty Supply</i>	0	1,129,410	0	0	0	1,129,410
<i>Water Bond Sinking</i>	0	4,215,141	0	0	0	4,215,141
<i>Waterfront Renewal</i>	0	4,009,011	0	0	0	4,009,011
<i>Total Bonded Debt Fun</i>	0	29,328,771	0	0	0	29,328,771
<b><u>CONSTRUCTION FUNDS</u></b>						
<i>LID</i>	0	1,897,347	4,747,251	21,241,498	0	27,886,096
<i>Performing Arts</i>	0	100,000	0	0	0	100,000
<i>Sewer System</i>	0	0	0	0	0	0
<i>Transportation</i>	0	0	0	0	0	0
<i>Water</i>	0	0	0	0	0	0
<i>Total Construction</i>	0	1,997,347	4,747,251	21,241,498	0	27,986,096
<b><u>FEDERAL FUNDS</u></b>						
<i>Federal Grants</i>	0	1,826,359	0	0	0	1,826,359
<i>Housing &amp; Comm Dev</i>	0	8,978,739	2,255,979	0	0	11,234,718
<i>Revenue Sharing</i>	0	0	0	0	0	0
<i>Total Federal Funds</i>	0	10,805,098	2,255,979	0	0	13,061,077
<b><u>AGENCY &amp; TRUST FUNDS</u></b>						
<i>Hydro Renew/Replace</i>	0	0	0	0	0	0
<i>Model Cities Econ Dev</i>	0	191,000	0	0	0	191,000
<i>Portland Parks Trusts</i>	0	99,363	59,530	15,000	0	173,893
<i>Public Art Trust</i>	0	436,385	40,000	0	0	476,385
<i>Sewer Rate Stabiliz</i>	0	0	0	0	0	0
<i>Sewer Safety Net</i>	0	451,360	0	0	0	451,360
<i>St John Lndfll End Use</i>	0	0	0	0	0	0
<i>Sundry Trusts</i>	0	0	0	0	0	0
<i>Water Growth Impact</i>	0	0	0	0	0	0
<i>Total Agency &amp; Trust</i>	0	1,178,108	99,530	15,000	0	1,292,638
<b><u>RETIREMENT FUNDS</u></b>						
<i>F &amp; P Disab/Retiremen</i>	0	34,549,403	355,780	11,395	0	34,916,578
<i>FPDR Reserve</i>	0	0	0	0	0	0
<i>F &amp; P Supp Retire</i>	0	0	0	0	0	0
<i>Supp Retire Prog Trust</i>	0	11,000	0	0	0	11,000
<i>Total Retirement Funds</i>	0	34,560,403	355,780	11,395	0	34,927,578

# SUMMARY OF BUREAU APPROPRIATIONS BY FUND

FY 1990-91

<i>Fund/Bureau</i>	<i>Personal Services</i>	<i>External Mtrls &amp; Svcs</i>	<i>Internal Mtrls &amp; Svcs</i>	<i>Capital Outlay</i>	<i>Equipment Cash Transfers</i>	<i>Total Bureau Requirements</i>
<b><u>WORKING CAPITAL FUNDS</u></b>						
<i>City Equipment Acq</i>	0	0	0	1,474,033	0	1,474,033
<i>City Facilities Acq</i>	0	0	0	333,255	0	333,255
<b><u>Communications</u></b>						
<i>Communications Svc</i>	817,427	2,635,502	366,359	353,554	0	4,172,842
<i>Special Appropriation</i>	0	86,000	0	4,166,305	0	4,252,305
<i>Total Communications</i>	817,427	2,721,502	366,359	4,519,859	0	8,425,147
<i>Facilities Svcs</i>	1,133,042	6,419,784	386,658	1,969,693	22,469	9,931,646
<i>Fleet Services</i>	3,544,482	2,424,392	741,789	6,410,462	0	13,121,125
<i>Health Insurance</i>	0	11,163,398	340,786	0	0	11,504,184
<i>Insurance &amp; Claims</i>	0	1,458,399	1,097,620	0	0	2,556,019
<i>Justice Center</i>	0	1,518,590	886,762	0	0	2,405,352
<i>Printing &amp; Distribution</i>	1,403,762	3,023,943	415,410	570,678	0	5,413,793
<i>Workers' Comp</i>	0	3,251,179	859,843	6,480	0	4,117,502
<i>Total Working Capital</i>	6,898,713	31,981,187	5,095,227	15,284,460	22,469	59,282,056
<b><u>ALL FUNDS:</u></b>						
<b><u>TOTAL BUREAU</u></b>						
<i>APPROPRIATION</i>	218,784,755	199,234,463	83,702,782	92,932,645	625,612	595,280,257
<i>Less Interfund</i>						
<i>Transactions and</i>						
<i>Tax Anticipation Note</i>	0	0	83,702,782	0	625,612	84,328,394
<b><u>NET BUREAU</u></b>						
<i>APPROPRIATION</i>	218,784,755	199,234,463	0	92,932,645	0	510,951,863

## SUMMARY OF BUREAU APPROPRIATIONS BY MANAGING AGENCY

Agency/Fund	Total Bureau Requirements	
	Revised Budget FY 89-90	Adopted Budget FY 90-91
<i>Office of the Mayor – General Fund</i>	1,452,939	1,075,740
<i>Special Appropriations – General Fund</i>	1,202,693	395,634
<i>Total Office of the Mayor</i>	2,655,632	1,471,374
<i>Office of Intergovernmental Affairs – General Fund</i>	0	445,823
<i>Office of Commissioner #1, Public Affairs – General Fund</i>	853,539	634,851
<i>Special Appropriations – General Fund</i>	188,717	0
<i>Total Office of Commissioner #1</i>	1,042,256	634,851
<i>Energy Office – General Fund</i>	0	309,408
<i>Special Appropriations – General Fund</i>	0	188,717
<i>Total Energy Office</i>	0	498,125
<i>Office of Commissioner #2, Public Works – General Fund</i>	560,601	619,762
<i>Office of Commissioner #3, Public Utilities – General Fund</i>	510,834	588,978
<i>Office of Commissioner #4, Public Safety – General Fund</i>	628,963	682,317
<i>Public Safety Capital Fund</i>	575,000	3,931,608
<i>Model Cities Economic Development Trust Fund</i>	202,400	191,000
<i>Special Appropriations</i>	42,500	0
<i>Total Office of Commissioner #1, Public Safety</i>	1,448,863	4,804,925
<i>Office of the City Auditor – General Fund</i>	2,517,022	3,153,281
<i>Special Appropriations – General Fund</i>	135,717	35,347
<i>LID Construction Fund</i>	25,253,047	27,886,096
<i>EID Operating Fund</i>	2,217,000	2,217,000
<i>Improvement Bond Interest &amp; Sinking Fund</i>	1,276,943	1,163,427
<i>Bancroft Bond Interest &amp; Sinking Fund</i>	719,256	1,135,967
<i>Total Office of the City Auditor</i>	32,118,985	35,591,118
<i>Office of the City Attorney – General Fund</i>	2,373,129	2,391,759
<i>Office of Finance and Administration – General Fund</i>	9,825,665	12,438,826
<i>Insurance &amp; Claims Fund</i>	2,676,543	2,556,019
<i>Health Insurance Fund</i>	9,282,154	11,504,184
<i>Workers' Compensation Fund</i>	3,938,965	4,117,502
<i>Total Office of Finance and Administration</i>	25,723,327	30,616,531
<i>Bureau of Licenses – General Fund</i>	1,283,387	1,528,723
<i>Special Appropriations – General Fund</i>	669,640	900,000
<i>Convention and Tourism Fund</i>	943,805	1,008,076
<i>Total Bureau of Licenses</i>	2,896,832	3,436,799

## SUMMARY OF BUREAU APPROPRIATIONS BY MANAGING AGENCY

Agency/Fund	Total Bureau Requirements	
	Revised Budget FY 89-90	Adopted Budget FY 90-91
<b>Bureau of Purchases and Stores – General Fund</b>	<b>937,259</b>	<b>986,248</b>
<b>Office of Cable Comms &amp; Franchise Mgt – General Fund</b>	<b>678,099</b>	<b>786,216</b>
<b>Bureau of General Services – General Fund</b>	<b>7,412,467</b>	<b>1,039,480</b>
Communications Services Fund	3,430,631	4,172,842
Communications Svcs Fund Special Approp.	3,116,053	4,252,305
Facilities Services Fund	5,571,698	9,931,646
Fleet Services Fund	11,197,888	13,121,125
Justice Center Fund	2,197,601	2,405,352
Printing & Distribution Services Fund	4,768,175	5,413,793
Autoport Fund	611,504	732,659
Parking Facilities Fund	3,273,627	2,935,147
NW I-405 Recreation Fund	94,341	128,971
Downtown Parking Bond Redemption Fund	8,750	6,750
Morrison Park East Bond Redemption Fund	230,170	221,246
Morrison Park West Bond Redemption Fund	190,905	183,028
Old Town Parking Bond Redemption Fund	570,349	570,349
<b>Total Bureau of General Services</b>	<b>42,674,159</b>	<b>45,114,693</b>
<b>Bureau of Police – General Fund</b>	<b>55,893,535</b>	<b>62,563,204</b>
<b>Bureau of Emergency Communications</b>		
Emergency Communications Fund	6,899,703	7,814,100
<b>Bureau of Fire, Rescue and Emergency Svcs – General Fund</b>	<b>50,926,471</b>	<b>52,816,087</b>
<b>Fire &amp; Police Disability &amp; Retirement Board</b>		
Fire & Police Disability & Retirement Fund	31,614,288	34,916,578
Fire & Police Disability & Retire. Reserve Fund	0	0
Fire & Police Supplemental Retirement Fund	350,000	0
<b>Total Fire &amp; Police Disability &amp; Retirement</b>	<b>31,964,288</b>	<b>34,916,578</b>
<b>Bureau of Community Development – General Fund</b>	<b>2,437,674</b>	<b>2,212,226</b>
Housing & Community Development Fund	10,202,447	11,234,718
<b>Total Bureau of Community Development</b>	<b>12,640,121</b>	<b>13,446,944</b>
<b>Office of Neighborhood Associations – General Fund</b>	<b>2,057,701</b>	<b>2,314,865</b>
<b>Bureau of Planning – General Fund</b>	<b>3,157,198</b>	<b>3,684,645</b>
<b>Bureau of Buildings</b>		
Buildings Operating Fund	8,044,394	9,209,132

## SUMMARY OF BUREAU APPROPRIATIONS BY MANAGING AGENCY

Agency/Fund	Total Bureau Requirements	
	Revised Budget FY 89-90	Adopted Budget FY 90-91
<b>Bureau of Parks and Recreation – General Fund</b>	21,164,714	24,143,968
Golf Operating Fund	4,397,195	5,640,077
Portland International Raceway Operating Fund	416,092	529,170
Parks System Improvement Fund	1,865,667	3,119,316
Portland Parks Trust Funds	340,162	173,893
Golf Revenue Bond Redemption Fund	153,825	323,100
PIR Bond Redemption Fund	47,048	39,823
Tennis Facilities Bond Redemption Fund	12,350	9,913
<b>Total Bureau of Parks and Recreation</b>	<b>28,397,053</b>	<b>33,979,260</b>
<b>Exposition/Recreation Commission</b>		
Memorial Coliseum Fund	5,925,980	2,622,000
Civic Stadium Fund	953,358	0
Performing Arts Center Fund	3,666,152	0
Performing Arts Center Construction Fund	800,000	100,000
<b>Total Exposition/Recreation Commission</b>	<b>11,345,490</b>	<b>2,722,000</b>
<b>Metropolitan Arts Commission – General Fund</b>	1,128,073	1,169,779
Public Art Trust Fund	90,000	476,385
<b>Total Metropolitan Arts Commission</b>	<b>1,218,073</b>	<b>1,646,164</b>
<b>Office of Transportation</b>		
Transportation Fund		
Bureau of Maintenance	30,837,638	33,971,785
Bureau of Traffic Management	14,835,963	18,082,212
Bureau of Transportation Engineering	15,283,240	17,648,903
Office of the Director of Transportation	3,222,870	5,495,438
<b>Total Transportation Fund</b>	<b>64,179,711</b>	<b>75,198,338</b>
Street Lighting Fund	7,315,122	7,897,760
State Tax Street Fund	0	0
Transportation Construction Fund	0	0
Parking Meter Fund	0	0
Street Light Capital Replacement Fund	0	0
<b>Total Office of Transportation</b>	<b>71,494,833</b>	<b>83,096,098</b>
<b>Bureau of Water Works</b>		
Water Operating Fund	36,295,338	45,585,135
Water Construction Fund	0	0
Water Bond Sinking Fund	4,382,924	4,215,141
Washington County Supply Debt Svc Fund	1,152,820	1,129,410
Water Growth Impact Charge Trust Fund	0	0
Hydropower Operating Fund	515,740	456,757
Hydropower Bond Redemption Fund	4,011,719	3,930,259
Hydropower Renewal & Replacement Fund	0	0
<b>Total Bureau of Water Works</b>	<b>46,358,541</b>	<b>55,316,702</b>

## SUMMARY OF BUREAU APPROPRIATIONS BY MANAGING AGENCY

Agency/Fund	Total Bureau Requirements	
	Revised Budget FY 89-90	Adopted Budget FY 90-91
<b>Bureau of Environmental Services</b>		
Sewer Operating Fund	33,543,585	76,053,246
Refuse Disposal Fund	568,916	1,121,298
Sewer System Rate Stabilization Fund	0	0
Sewer System Debt Proceeds Fund	0	0
Sewer Construction Fund	26,520,529	0
Sewer Debt Redemption Fund	3,231,980	6,702,909
St. Johns Landfill End Use Fund	0	0
Sewer Safety Net Fund	1,124,415	451,360
<b>Total Bureau of Environmental Services</b>	<b>64,989,425</b>	<b>84,328,813</b>
<b>Misc. Financial – Managed by OF &amp; A</b>		
Special Appropriations – General Fund	4,347,130	6,046,667
Federal & State Grants Fund	2,339,463	1,826,359
General Reserve Fund	0	0
Federal Revenue Sharing Fund	0	0
State Revenue Sharing Fund	0	0
CETA Fund	798,773	0
Assessment Collection Fund	47,548	49,700
Supplemental Retirement Program Trust Fund	12,228	11,000
Sundry Trust Funds	46,600	0
City Equipment Acquisition Fund	1,468,528	1,474,033
City Facilities Acquisition Fund	490,620	333,255
Short-Term Debt Interest & Sinking Fund	3,300,000	1,468,090
Bonded Debt Interest & Sinking Fund	1,256,048	1,150,998
Airport Way Debt Service Fund	0	678,750
Central Eastside Debt Service Fund	0	0
St. Johns Riverfront Debt Service Fund	0	0
NW Front Ave Debt Service Fund	1,120,000	1,120,000
South Park Debt Service Fund	883,240	860,600
Waterfront Renewal Bond Sinking Fund	4,474,877	4,009,011
Convention Center Debt Service Fund	0	410,000
<b>Total Miscellaneous Financial</b>	<b>20,585,055</b>	<b>19,438,463</b>
<b>Total Bureau Appropriations Excluding PDC</b>	<b>529,591,857</b>	<b>595,280,257</b>
<b>Portland Development Commission</b>	<b>65,637,206</b>	<b>72,993,839</b>
<b>TOTAL BUREAU</b>		
<b>APPROPRIATIONS INCLUDING PDC</b>	<b>595,229,063</b>	<b>668,274,096</b>

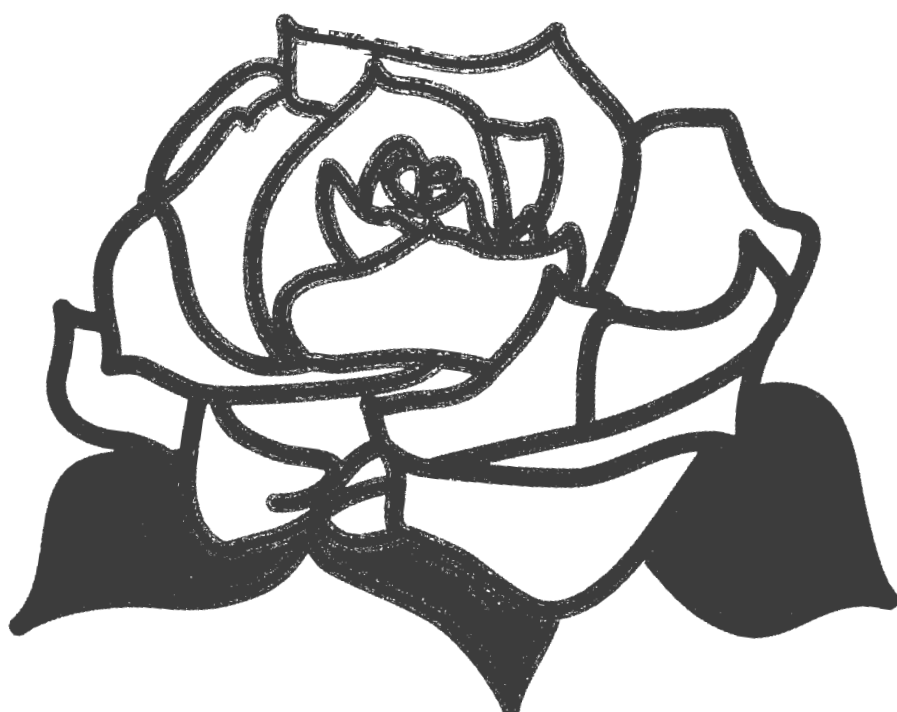
*Note: Bureau appropriations include operating and capital expenditures but exclude fund-level requirements such as contingencies, interfund cash transfers, and principal debt service. Even if a fund has no bureau appropriations, it is included on the list in order to show which bureau is responsible for managing it.*

# SUMMARY OF AUTHORIZED FULL-TIME POSITIONS

FY 1990-91

ALL FUNDS	Actual Budget FY 88-89	Revised Budget FY 89-90	Adopted Budget 1990-91
<b>GENERAL FUND</b>			
City Attorney	34	37	35
City Auditor	41	43	47 ✓
Cable Communication & Franchise Management	3	3	4
Commissioner #1, Public Affairs	16	15	9
Commissioner #2, Public Works	8	9	9
Commissioner #3, Public Utilities	11	9	9
Commissioner #4, Public Safety	10	10	10
Community Development	11	11	11
Computer Services	24	0	0
Energy Office	0	0	5
Finance & Administration	71	129	158
Fire, Rescue & Emergency Services	875	845	839
General Services	39	39	18
Intergovernmental Affairs	0	0	4
Licenses	27	27	31 ✓
Mayor	18	19	15
Metro Arts Commission	5	5	6
Neighborhood Associations	19	18	18
Parks	286	278	283
Personnel Services	31	0	0
Planning	51	52	61
Police	947	930	1,032
Purchases and Stores	16	17	17 ✓
<b>TOTAL GENERAL FUND</b>	<b>2,543</b>	<b>2,496</b>	<b>2,621</b>
<b>OTHER FUNDS</b>			
Buildings	128	132	141
Emergency Communications	126	125	129
E/R Civic Stadium	8	8	0
E/R Coliseum	58	61	0
E/R Performing Arts	4	23	0
E/R Convention Center	24	0	0
Facilities Services	0	0	22 ✓
Golf	21	23	23
Hydro Power	6	5	3
PIR	3	4	4
Environmental Services	281	297	317
Refuse Disposal Fund	0	0	5
Transportation:			
Maintenance	421	422	428
Traffic Management	90	94	98
Transport Engineering	115	119	125
Office of Director	31	37	37
Water	475	483	490
Communications Services	14	14	15 ✓
Fleet Services	74	75	76
Insurance & Claims	14	14	0
Printing & Distribution	32	33	33 ✓
Workers' Compensation	5	5	0
<b>TOTAL OTHER FUNDS</b>	<b>1,930</b>	<b>1,974</b>	<b>1,946</b>
<b>TOTAL CITY Excluding PDC</b>	<b>4,473</b>	<b>4,470</b>	<b>4,567</b>
Portland Development Commission	127	124	135
<b>TOTAL CITY Including PDC</b>	<b>4,600</b>	<b>4,594</b>	<b>4,702</b>





## **General Fund**

The General Fund includes all general purpose activities of the City supported by property taxes and other non-dedicated revenues such as license and permit fees and state-shared cigarette and liquor tax, etc. Bureaus supported by the General Fund include the Bureaus of Fire, Rescue and Emergency Services; Police; Parks; Licenses; Purchases and Stores; Planning; Community Development, and the Offices of the City Council and Auditor; Finance and Administration; General Services; Attorney; Neighborhood Associations; Energy; Cable, and the Metropolitan Arts Commission.



## GENERAL FUND (101)

## FUND SUMMARY

	<i>Actual FY 1987-88</i>	<i>Actual FY 1988-89</i>	<i>Revised Budget FY 1989-90</i>	<i>Proposed FY 1990-91</i>	<i>Adopted FY 1990-91</i>
<b>RESOURCES</b>					
<i>External Revenue</i>					
<i>Property Taxes</i>					
<i>Current Years Taxes</i>	68,113,949	72,149,561	75,677,038	81,709,164	81,709,164
<i>Prior Years Taxes</i>	3,909,899	5,088,056	4,655,999	4,534,023	4,534,023
<i>Payment in Lieu of Taxes</i>	0	283,620	0	0	0
<i>Penalties &amp; Interest</i>	372,676	0	100,773	293,452	293,452
	72,396,524	77,521,237	80,433,810	86,536,639	86,536,639
<i>Other Taxes</i>					
<i>Lodging Tax</i>	4,068,804	4,549,353	4,733,781	5,065,772	5,079,772
<i>Licenses &amp; Permits</i>					
<i>Business Licenses</i>	16,197,616	18,042,828	16,438,574	19,873,949	20,038,949
<i>Public Util License-External</i>	21,777,414	22,431,629	22,846,633	22,698,319	22,698,319
<i>Other Licenses</i>	69,333	0	0	0	0
<i>Construction Permits</i>	4,470,564	0	0	0	0
<i>Other Permits</i>	442,239	357,836	684,612	721,881	789,937
	42,957,166	40,832,293	39,969,819	43,294,149	43,527,205
<i>Service Charges &amp; Fees</i>					
<i>Inspection Fees</i>	71,407	0	0	0	0
<i>Parking Fees</i>	0	0	0	10,000	10,000
<i>Park &amp; Recreation Fees</i>	1,428,252	2,049,562	2,197,997	2,083,574	2,083,574
<i>Concessions</i>	3,657	147,108	2,600	3,883	3,883
<i>Rents &amp; Reimbursements</i>	247,038	237,232	235,858	141,230	183,074
<i>Miscellaneous</i>	1,008,884	1,079,631	917,899	1,097,904	1,143,590
	2,759,238	3,513,533	3,354,354	3,336,591	3,424,121
<i>State Sources</i>					
<i>Shared Revenue</i>	4,091,734	4,229,806	4,214,905	4,184,273	4,184,273
<i>State Cost Sharing</i>	40,876	30,900	30,000	30,000	30,000
	4,132,610	4,260,706	4,244,905	4,214,273	4,214,273
<i>Local Government Sources</i>					
<i>Shared Revenue</i>	680,298	718,201	744,309	600,000	600,000
<i>Overhead Charge-PDC</i>	0	0	155,224	170,746	170,746
<i>Local Admin Federal Funds</i>	0	0	0	0	100,000
<i>Multnomah Co Cost Sharing</i>	825,456	935,421	993,282	1,145,148	1,010,148
<i>Local Cost Sharing</i>	8,347,032	8,813,516	9,064,811	9,236,280	8,646,005
	9,852,786	10,467,138	10,957,626	11,152,174	10,526,899
<i>Miscellaneous Revenues</i>					
<i>Sales of Capital Assets</i>	8,155	14,337	5,000	10,000	10,000
<i>Sales-Miscellaneous</i>	158,723	77,835	35,500	41,530	58,600
<i>Refunds</i>	76,538	38,502	93,730	154,726	66,826
<i>Interest on Investments</i>	1,210,161	1,868,868	1,050,000	1,709,434	1,922,278
<i>Interest Income-Other</i>	142,222	286,905	120,636	231,455	231,455

## GENERAL FUND (101)

## FUND SUMMARY

	Actual FY 1987-88	Actual FY 1988-89	Revised Budget FY 1989-90	Proposed FY 1990-91	Adopted FY 1990-91
<b>RESOURCES</b>					
<i>External Revenue – continued</i>					
<i>Miscellaneous Revenues – continued</i>					
Private Grants & Donations	48,223	14,650	50,550	55,000	55,000
Collection of Open Liens	97,002	811	0	0	0
Bond Sales-Short Term Notes	32,079,314	36,147,600	40,000,000	28,500,000	28,500,000
Other Misc Revenues	632,039	5,483,833	1,237,558	3,001,939	2,749,283
	34,452,377	43,933,341	42,592,974	33,704,084	33,593,442
<b>Total External Revenue</b>	<b>170,619,505</b>	<b>185,077,601</b>	<b>186,287,269</b>	<b>187,303,682</b>	<b>186,902,351</b>
<i>Transfers from Other Funds-Cash</i>					
<i>Revenue Funds</i>					
State Revenue Sharing	1,846,154	2,003,420	1,925,635	1,980,780	1,980,780
Federal Revenue Sharing	150,000	70,000	8,065	0	0
	1,996,154	2,073,420	1,933,700	1,980,780	1,980,780
<i>Utility License Fees-Internal</i>					
Water Operating	1,657,812	2,006,210	2,416,640	2,588,268	2,588,268
Sewer Operating	1,702,085	2,089,109	2,468,000	2,905,289	2,905,289
	3,359,897	4,095,319	4,884,640	5,493,557	5,493,557
<i>Grants Transfers – Direct</i>					
Federal Grants	723,531	1,575,860	1,511,908	419,479	319,941
<i>Overhead</i>					
Assessment Collection	98	3,192	3,447	6,010	6,010
Buildings	0	920,575	543,776	489,398	489,398
Auto Port Operating	9,795	9,431	4,452	12,600	12,600
Convention Center	0	13,000	0	0	0
Emergency Communications	225,000	168,352	151,703	142,409	142,409
E/R-Civic Stadium	18,068	16,382	17,693	0	0
E/R-Memorial Coliseum	91,049	82,026	91,547	0	0
Fire/Police Disab/Retire	0	22,798	14,477	24,477	24,477
Golf	121,794	111,008	104,977	101,369	101,369
Hydropower Operating	42,903	77,788	37,243	47,243	47,243
LID Construction	0	34,952	29,434	32,009	32,009
NW I-405 Recreation	1,834	1,999	1,336	11,336	11,336
Parking Facilities	36,380	43,111	13,075	23,075	23,075
Parks System Improvements	0	0	0	10,000	10,000
Performing Arts Operating	77,912	121,818	86,068	0	0
Public Safety Capital	0	0	0	7,205	7,205
Ptld Intl Raceway	10,940	25,777	13,847	23,847	23,847
Refuse Disposal	29,397	15,417	4,570	13,403	13,403
Sewer Operating	707,912	1,142,350	1,233,738	1,357,112	1,357,112
Street Lighting	0	80,817	34,720	44,720	44,720
St Johns Landfill End Use	0	0	0	5,265	5,265
Transportation Operating	2,047,255	1,823,023	2,232,185	2,381,332	2,381,332
Water Operating	1,353,991	1,433,728	1,550,423	1,395,381	1,395,381

## GENERAL FUND (101)

## FUND SUMMARY

	Actual FY 1987-88	Actual FY 1988-89	Revised Budget FY 1989-90	Proposed FY 1990-91	Adopted FY 1990-91
<b>RESOURCES</b>					
<i>Transfers from Other Funds--Cash</i>					
<i>Overhead - continued</i>					
Convention & Tourism	26,812	17,484	1,223	6,879	6,879
Airport Way Debt Svc	563	0	0	0	0
Downtown Parking Debt Svc	317	0	0	0	0
Golf Revenue Bond Redemp	1,154	0	0	0	0
Imp Bond Int & Sinking	21,795	0	0	0	0
Morrison East Bond Redemp	2,411	0	0	0	0
Morrison West Bond Redemp	2,015	0	0	0	0
NW Front Ave Ind Renewal	6,720	0	0	0	0
Old Town Parking Bond	3,360	0	0	0	0
PIR Bond Redemption	808	0	0	0	0
Sewer Debt Redemption	22,343	0	0	0	0
South Park Renewal Debt Svc	7,089	0	0	0	0
Tennis Facil Bond Redemp	206	0	0	0	0
Wash Co Supply Bond	13,552	0	0	0	0
Water Bond Sinking	43,023	0	0	0	0
Waterfront Renewal Bond	39,110	0	0	0	0
Golf Construction	9,380	0	0	0	0
Sewer Construction	398,457	258,959	88,809	85,922	85,922
Street Lighting Capital Repl.	0	0	0	4,886	4,886
Transportation Const	381,009	243,815	0	0	0
Printing/Distribution	154,812	128,889	131,639	120,935	120,935
Communications Svcs	190,830	153,813	132,054	145,259	145,259
Fleet Services	318,032	377,967	292,528	321,781	321,781
Health Insurance	409,212	70,000	31,650	41,650	41,650
Insurance & Claims	163,022	137,622	138,915	141,931	141,931
Justice Center	25,072	19,648	17,254	20,802	20,802
Facilities Services	49,522	35,148	37,826	70,000	70,000
Workers' Compensation	121,871	82,349	60,560	55,209	55,209
Water Construction	0	1,849	0	0	0
	7,186,825	7,675,087	7,101,169	7,143,445	7,143,445
<i>Miscellaneous</i>					
Parking Facil-Tax Offset	82,614	87,684	31,562	206,073	206,073
Fire & Police D&R	54,444	0	0	0	0
Fleet Operating	0	369,035	0	105,000	105,000
General Reserve	3,950,000	0	0	0	0
Sewer Operating	0	540	0	0	0
Auto Port-Tax Offset	77,873	80,141	92,972	37,062	37,062
HCD-Indirect	126,530	132,873	175,428	227,605	227,605
Federal Grants-Indirect	0	0	0	16,359	16,359

## GENERAL FUND (101)

## FUND SUMMARY

	Actual FY 1987-88	Actual FY 1988-89	Revised Budget FY 1989-90	Proposed FY 1990-91	Adopted FY 1990-91
<b>RESOURCES</b>					
<i>Miscellaneous – cont.</i>					
NW I-405 Recreation	0	5,060	0	0	0
Water	0	0	78,500	0	0
Environmental Services	0	0	2,500	0	0
Golf	0	0	600	0	0
Facilities Services	0	968	0	0	0
	4,291,461	676,301	381,562	592,099	592,099
<i>Transfers from Other Funds – Svc Reimb</i>					
Assessment Collection	40,972	65,365	41,748	44,009	44,009
Buildings	0	172,400	177,019	67,177	67,177
Auto Port	52,498	93,590	188,476	35,033	35,033
Emergency Communications	235,430	129,050	283,205	41,231	41,231
Convention & Tourism	0	0	0	19,591	19,591
E/R-Memorial Coliseum	0	0	3,840	0	0
E/R-Civic Stadium	0	0	398	0	0
Golf	44,516	194,601	176,475	166,023	166,023
Housing & Community Develop	814,819	773,377	1,787,473	1,050,194	1,050,194
Hydropower Operating	23,027	19,249	6,704	5,805	5,805
NW I-405 Recreation	57,157	49,129	58,956	1,946	1,946
Parking Facilities	143,101	336,973	991,775	79,818	79,818
Parks System Improvements	0	0	163,253	337,516	337,516
Performing Arts Operating	13,539	92,000	111,235	0	0
Ptld Intl Raceway	2,229	25,671	24,968	21,891	21,891
Public Arts Trust	0	0	40,000	40,000	40,000
Sewer Operating	360,797	201,958	520,608	527,308	527,308
Street Lighting	3,816	0	0	0	0
Transportation Operating	228,021	570,585	985,383	2,078,614	2,078,614
Water Operating	732,994	830,606	945,472	1,062,631	1,062,631
LID Construction	352,950	426,744	472,971	559,542	550,073
Portland Parks Trust	0	0	171,189	59,530	59,530
Fire/Police Disab/Retire	149,314	202,837	226,415	306,602	306,602
Printing/Distribution	229,216	280,660	297,222	287,368	287,368
Communications Svcs	271,284	256,960	17,982	230,594	230,594
Fleet Services	723,220	398,546	854,441	296,989	296,989
Health Insurance	245,404	250,521	318,358	340,786	340,786
Insurance & Claims	478,589	395,579	496,682	1,099,953	1,097,620
Justice Center	714,847	703,957	722,936	39,985	39,985
Facilities Services	1,193,508	1,205,717	1,941,968	238,350	238,350
Workers' Compensation	97,419	121,034	165,388	862,176	859,843
	7,208,667	7,797,109	12,192,540	9,900,662	9,886,527

## GENERAL FUND (101)

## FUND SUMMARY

	<i>Actual FY 1987-88</i>	<i>Actual FY 1988-89</i>	<i>Revised Budget FY 1989-90</i>	<i>Proposed FY 1990-91</i>	<i>Adopted FY 1990-91</i>
<b><u>RESOURCES</u></b>					
<i>Intrafund Agency Reimbursmnts</i>	1,960,098	1,983,901	2,227,609	2,001,921	2,012,948
<i>Transfer-Residual Fund Equity</i>	0	(2,361)	0	0	0
<i>Beginning Fund Balance</i>					
<i>Unencumbered</i>	1,812,616	689,123	13,229,944	6,084,533	6,283,833
<i>Encumbered</i>	0	0	0	3,000,000	2,576,017
	1,812,616	689,123	13,229,944	9,084,533	8,859,850
<b><u>TOTAL RESOURCES</u></b>	<b>199,158,754</b>	<b>211,641,360</b>	<b>229,750,341</b>	<b>223,920,158</b>	<b>223,191,498</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	114,086,964	112,765,243	121,757,419	127,730,932	127,186,439
<i>External Materials &amp; Services</i>	19,268,195	18,602,757	24,911,916	25,640,210	27,527,567
<i>Internal Materials &amp; Services</i>					
<i>Auto Port</i>	13,653	0	15,300	25,575	25,575
<i>Buildings</i>	0	0	1,000	1,000	1,000
<i>Emergency Communications</i>	3,329,618	3,435,552	4,087,364	4,974,613	4,961,983
<i>Performing Arts Operating</i>	8,907	0	0	0	0
<i>Sewer Operating</i>	207	0	0	0	0
<i>Transportation Operating</i>	28,671	0	92,324	61,043	61,043
<i>Water Operating</i>	32,102	0	44,493	35,250	35,250
<i>Transportation Const</i>	133,589	0	0	0	0
<i>Printing/Distribution</i>	1,398,683	1,346,915	1,503,940	1,755,296	1,755,296
<i>City Equipment Acquisition</i>	774,680	1,134,389	1,119,246	1,211,843	1,211,843
<i>City Facilities Acquisition</i>	491,683	490,170	490,620	333,255	333,255
<i>Communications Svcs</i>	1,888,445	1,877,447	1,751,252	2,017,771	2,019,652
<i>Fleet Services</i>	3,697,512	3,364,004	3,574,264	4,171,920	4,178,770
<i>Insurance &amp; Claims</i>	1,409,666	1,524,661	1,795,958	1,737,062	1,737,062
<i>Justice Center</i>	2,973,422	2,285,184	2,116,903	2,360,875	2,360,875
<i>Facilities Services</i>	1,366,681	1,112,691	1,105,535	2,534,405	2,517,696
<i>Workers' Compensation</i>	695,564	986,776	1,470,244	1,636,040	1,636,040
<i>Same Fund</i>	1,960,098	1,983,901	2,217,609	2,001,921	2,012,948
	20,203,181	19,541,690	21,386,052	24,857,869	24,848,288
<i>Capital Outlay</i>	1,188,409	2,438,842	4,224,122	2,825,825	3,365,964
<i>Cash Transfer-New Equipment</i>					
<i>Printing/Distribution</i>	28,796	3,900	3,500	18,400	23,000
<i>Commun Services</i>	21,314	70,123	55,212	25,873	25,873
<i>Fleet Services</i>	36,022	94,248	47,446	175,420	175,420
	86,132	168,271	106,158	219,693	224,293
<b><u>Total Bureau Requirements</u></b>	<b>154,832,881</b>	<b>153,516,803</b>	<b>172,385,667</b>	<b>181,274,529</b>	<b>183,152,551</b>



## GENERAL FUND (101)

## FUND SUMMARY

	Actual FY 1987-88	Actual FY 1988-89	Revised Budget FY 1989-90	Proposed FY 1990-91	Adopted FY 1990-91
<b>REQUIREMENTS</b>					
<i>Fund-Level Requirements</i>					
<i>Contingency</i>					
Gen. Operating Contingency	0	0	1,116,541	3,000,000	3,112,963
Encumbrance Carryover	0	0	0	3,000,000	0
	0	0	1,116,541	6,000,000	3,112,963
<i>Transfers to Other Funds – Cash</i>					
NW I-405 Recreation	0	51,000	51,000	0	0
Performing Arts Center	0	0	9,500	0	0
Tennis	24,000	0	0	0	0
Tennis Debt Redemption	0	30,271	36,875	17,303	17,303
Transportation	6,430,053	5,052,052	3,460,805	3,460,805	3,460,805
Short-term Debt	32,000,000	36,010,881	40,500,000	28,853,812	28,853,812
Fire & Police Supp Retire	215,589	269,221	296,604	0	0
Printing/Distribution	0	0	0	50,000	50,000
Portland Parks Trust	6,508	0	0	0	0
Public Arts Trust	0	0	4,300	0	0
Insurance & Claims	0	0	50,000	0	0
CETA	0	0	512,000	0	0
Buildings	0	2,187,623	1,646,536	1,200,374	1,200,374
Autoport	0	0	0	75,000	75,000
Facilities Services-Operating	0	0	0	739,550	902,550
Facilities Svcs-Encumbrance	0	0	0	0	117,355
Water Construction	0	0	0	123,785	123,785
Hydro	0	0	0	50,000	50,000
Parking Facilities	0	0	0	15,000	15,000
General Reserve Fund	4,950,000	1,340,283	9,620,513	2,000,000	2,000,000
	43,626,150	44,941,331	56,188,133	36,585,629	36,865,984
<i>Other Requirements</i>					
Increase in Stores Stock	10,600	42,811	60,000	60,000	60,000
Unapprop. Ending Balance	689,123	13,140,415	0	0	0
<b>Total Fund-Level Requirements</b>	<b>44,325,873</b>	<b>58,124,557</b>	<b>57,364,674</b>	<b>42,645,629</b>	<b>40,038,947</b>
<b>TOTAL REQUIREMENTS</b>	<b>199,158,754</b>	<b>211,641,360</b>	<b>229,750,341</b>	<b>223,920,158</b>	<b>223,191,498</b>

Note: Due to the implementation of a new accounting system in 1990-91, some account classifications have been changed, primarily in the external revenues. Therefore, the figures in the 1990-91 Adopted column may not be directly comparable to prior columns for any given external revenue category. The totals are not affected.

**OFFICE OF THE CITY ATTORNEY (312)**

General Fund (101)

Finance and Administration

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,619,391	\$1,696,443	\$1,996,809	\$1,980,020	\$1,980,020
<i>External Materials and Services</i>	101,139	136,725	220,445	170,183	181,645
<i>Internal Materials and Services</i>	124,089	136,721	139,173	194,888	194,888
<i>Capital Outlay</i>	0	2,151	16,702	35,206	35,206
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,844,619</b>	<b>\$1,972,040</b>	<b>\$2,373,129</b>	<b>\$2,380,297</b>	<b>\$2,391,759</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	35	34	37	35	35
<i>Discretionary</i>	35	21.46	21.46	21.35	21.35
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,560,942	1,667,231	1,554,741	1,566,203
<b>Total Discretionary Resources</b>		<b>\$1,560,942</b>	<b>\$1,667,231</b>	<b>\$1,554,741</b>	<b>\$1,566,203</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		411,098	705,898	825,556	825,556
<b>TOTAL FUNDING</b>		<b>\$1,972,040</b>	<b>\$2,373,129</b>	<b>\$2,380,297</b>	<b>\$2,391,759</b>
<b><u>PROGRAMS</u></b>					
<i>General Legal Services</i>		\$1,050,492	\$960,400	\$1,115,662	\$1,115,662
<i>Special Legal Services</i>		401,134	705,898	825,556	837,018
<i>Administration</i>		274,404	447,805	439,079	439,079
<i>Hearings Officers</i>		246,010	259,026	0	0
<b>TOTAL PROGRAMS</b>		<b>\$1,972,040</b>	<b>\$2,373,129</b>	<b>\$2,380,297</b>	<b>\$2,391,759</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the City Attorney provides legal services required by the City in representing and defending the City in litigation and providing consultative legal work as required by the City Council, City bureaus, agencies, boards, and commissions. The City's legal work covers a wide range of matters and areas of law such as labor law, City Bureau issues, revenue and fee issues, and specialized issues related to Risk Management, Water, Environmental Services, Fire, Police Disability and Retirement and Transportation.

The Office of the City Attorney's is comprised of three programs: General Legal Services, Special Legal Services and Administration. While the Hearings Officers program is housed within the Attorney's Office in the current year, the 1990-91 budget transfers the program to the Auditor's Office. The Attorney's budget reflects a \$266,194 increase over the current year's revised budget. For purposes of comparison, the Hearings Officer program was removed from the City Attorney's revised budget without adjusting the above historical figures. Increases to this budget are a result of inflation, risk management and City Hall rent provisions. Moreover, an add package in the amount of \$112,926 was

## OFFICE OF THE CITY ATTORNEY (312)

General Fund (101)

Finance and Administration

### APPROPRIATION SUMMARY

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approved for the purpose of providing legal services for the Police Bureau's Forfeiture program and the Bureau of Licenses Transient Lodging revenue collection efforts. This add package is partially offset by increased Business License collections. The add package includes one attorney and one secretary. Additionally, the package allows for the partial upgrading of the Office's network operating and word processing software and hardware which are needed as a result of increased legal services.

### PERFORMANCE OBJECTIVES

The Office's agenda for FY 1990-91 is follows:

1. To do top quality, professional law work, unaffected by politics or personalities.
2. In addition to identifying risks and repairing problems, finding legally sound ways to achieve City goals.
3. To coordinate all legal services for the City so as to avoid conflicts, ensure consistent quality, and control costs.
4. To practice preventative law, helping the City to avoid legal problems and resolve disputes efficiently, fairly and humanely.

Four operational objectives are:

1. Preventive Law, with the aim of restraining the increase in legal questions and problems generated by City Bureaus. The Bureau is formalizing a program in order to increase time spent with City Officers and bureaus to educate them about methods of avoiding or minimizing legal problems.
2. Increase the number of continuing legal education seminars conducted internally and for local government lawyers. This will improve the staff's knowledge and ability to serve the City.
3. Install and utilize an effective database on the Bureau's computer system. The database is to include City Attorney opinions, case files, other office records and legal research.
4. Improve the Office's systems for filing and records management.

**OFFICE OF THE CITY ATTORNEY (312)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>GENERAL LEGAL SERVICES</u></b>				
<i>Total Expenditures</i>	\$1,050,492	\$960,400	\$1,115,662	\$1,115,662
<i>General Fund Discretionary Expenditures</i>	1,040,527	960,400	1,115,662	1,115,662
<i>Authorized Full-Time Positions</i>	13.00	13.46	16.34	16.34
<i>Performance/Workload Measures:</i>				
Litigation Court Cases	873	794	905	905
Legal Documents Published	14,012	16,093	*	*
Pleading Pages Published	20,497	22,722	*	*
Correspondence Pages Published	16,093	17,541	18,400	18,400

The General Legal Services program includes legal and secretarial staff who provide legal services to City Council, City bureaus and agencies, including both General Fund and non- General Fund bureaus. These services comprise all of the legal services performed by the City Attorney's Office which are discretionary General Fund supported.

Legal Services contained within this program include such areas as labor law, taxation, revenue and fees issues, facilities and lands, City Council matters and meetings, City bureau issues, contract matters and approvals, property foreclosures, preventive law efforts and legislative affairs.

The General Legal Services program increased by \$155,262 over the current year's revised budget. This increase is due to inflation, risk management, and City Hall rent provisions. Additionally, part of the increase is due to an add package which consists of legal services for the Police Bureau's Forfeiture program and the Bureau of Licenses Transient Lodging revenue collection efforts. The position increase reflects the two additional positions to implement the add package.

**SPECIAL LEGAL SERVICES**

<i>Total Expenditures</i>	\$401,134	\$705,898	\$825,556	\$837,018
<i>General Fund Discretionary Expenditures</i>	0	0	0	11,462
<i>Authorized Full-Time Positions</i>	15.00	16.03	14.15	14.15
<i>Performance/Workload Measures:</i>				
Litigation Court Cases	381	383	400	400
Average Number of Legal Services Per Attorne	*	9	12	12

The Special Legal Services program consists of the legal and support staff who are paid through interagency agreement with particular client bureaus to perform special or specialized services and projects separately identified from those legal services regularly provided by the office to all bureaus. The program provides services in the following areas: 1) Tort litigation; 2) Workers Compensation claim defense; 3) Water Bureau and Sewage System; 4) Fire and Police Disability Fund; and 5) Bureau Transportation.

The program increased by \$119,658 over the current revised budget. The increase is due to risk management, inflation and City Hall rent provisions.

**OFFICE OF THE CITY ATTORNEY (312)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b>ADMINISTRATION</b>				
<i>Total Expenditures</i>	\$274,404	\$447,805	\$439,079	\$439,079
<i>General Fund Discretionary Expenditures</i>	274,404	447,805	439,079	439,079
<i>Authorized Full-Time Positions</i>	3.50	3.51	4.51	4.51
<i>Performance/Workload Measures:</i>				
Hours of LAN Computer Support		1,976	2,163	2,163
Customer/Client Calls Processed per Day		175	240	240

The Administration program provides administrative support to the General Legal Services program and the Special Legal Services program. This program represents the office administration and overhead operation of the Bureau and includes most of the materials and services and capital outlay support for all legal services.

**HEARINGS OFFICERS**

Total Expenditures	\$246,010	\$259,026	\$0	\$0
General Fund Discretionary Expenditures	246,011	259,026	0	0
Authorized Full-Time Positions	2.50	4.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Code Proceedings Filed	750	750	0	0
Tow Hearings	400	400	0	0
Land Use Cases	*	165	0	0

The Hearings Officer program has been transferred to the Auditor's Office in FY 1990-91.

# OFFICE OF THE CITY ATTORNEY (312)

General Fund (101)

Finance and Administration

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$1,182,012	\$1,259,275	\$1,433,188	\$1,347,196	\$1,362,634
5120 Part-Time Employees	52,984	6,301	21,873	91,140	75,708
5140 Overtime	0	26	150	6	0
5150 Premium Pay	675	209	316	0	0
5170 Benefits	383,720	430,632	541,282	541,678	541,678
<b>Total Personal Services</b>	<b>\$1,619,391</b>	<b>\$1,696,443</b>	<b>\$1,996,809</b>	<b>\$1,980,020</b>	<b>\$1,980,020</b>
5210 Professional Services	\$13,608	\$46,768	\$78,531	\$16,000	\$27,462
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	4,580	0	2,000	2,000	2,000
5240 Repair & Maintenance	8,574	7,764	9,839	8,939	8,939
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	16,809	38,340	55,604	61,603	61,603
5310 Office Supplies	8,774	8,278	18,680	22,050	22,050
5320 Operating Supplies	30,646	27,709	36,000	37,000	37,000
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	9,920	6,187	12,800	12,000	12,000
5420 Local Travel	617	422	1,300	900	900
5430 Out-of-Town Travel	7,414	1,257	5,691	9,691	9,691
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	197	0	0	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$101,139</b>	<b>\$136,725</b>	<b>\$220,445</b>	<b>\$170,183</b>	<b>\$181,645</b>
5510 Fleet Services	\$3,169	\$3,117	\$3,907	\$4,121	\$4,121
5520 Printing/Distribution	37,489	35,570	41,811	36,963	36,963
5530 Facilities Services	14,536	16,828	17,484	64,502	64,502
5540 Communications	35,267	41,050	37,078	38,947	38,947
5550 Data Processing	0	352	2,658	1,292	1,292
5560 Insurance	4,761	10,959	7,404	49,063	49,063
5570 Equipment Lease	28,867	28,845	28,831	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$124,089</b>	<b>\$136,721</b>	<b>\$139,173</b>	<b>\$194,888</b>	<b>\$194,888</b>
<b>Total Materials &amp; Services</b>	<b>\$225,228</b>	<b>\$273,446</b>	<b>\$359,618</b>	<b>\$365,071</b>	<b>\$376,533</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	1,628	0	0	0
5640 Equipment	0	523	16,702	35,206	35,206
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$2,151</b>	<b>\$16,702</b>	<b>\$35,206</b>	<b>\$35,206</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$1,844,619</b>	<b>\$1,972,040</b>	<b>\$2,373,129</b>	<b>\$2,380,297</b>	<b>\$2,391,759</b>

# OFFICE OF THE CITY ATTORNEY (312)

General Fund (101)

Finance and Administration

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
715	City Attorney	1	62,548	1	65,149	1	67,163	1	67,163	1	67,163
819	Administrative Assistant I	1	28,952	1	29,506	1	30,264	1	26,478	1	26,478
720	Hearings Officer	2	94,902	2	98,835	2	101,878	0	0	0	0
714	Chief Deputy City Attorney	1	54,894	1	57,196	1	59,051	1	59,051	1	59,051
713	Senior Deputy City Attorney	3	149,849	4	192,195	4	209,248	4	209,248	4	209,248
712	Deputy City Attorney III	7	301,468	9	414,193	11	519,320	11	514,721	11	534,315
711	Deputy City Attorney II	4	152,820	1	40,128	1	42,869	3	126,928	3	108,915
710	Deputy City Attorney I	1	31,975	1	33,743	1	36,026	2	65,936	2	65,936
708	Law Clerk	4	66,436	3	71,068	3	85,991	1	27,872	1	27,872
554	Administrative Services Officer	0	0	0	0	1	0	1	34,585	1	34,585
379	Assistant MIS Analyst	0	0	0	0	1	0	1	26,377	1	26,377
245	Council Reporter	0	0	1	0	0	0	0	0	0	0
245	Hearings Clerk	2	50,329	1	53,141	2	58,041	0	0	0	0
240	Legal Secretary	6	125,600	6	138,749	7	157,651	7	166,165	8	180,022
220	Secretarial Clerk I	1	19,006	1	19,732	0	20,342	1	0	0	0
114	Clerical Specialist	2	43,233	2	45,640	1	45,344	1	22,672	1	22,672
TOTAL FULL-TIME POSITIONS		35	1,182,012	34	1,259,275	37	1,433,188	35	1,347,196	35	1,362,634

**OFFICE OF THE CITY AUDITOR (336)**

General Fund (101)

Non-Departmental

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,587,517	\$1,654,517	\$1,879,131	\$2,152,998	\$2,168,432
<i>External Materials and Services</i>	246,494	294,365	245,948	211,942	220,639
<i>Internal Materials and Services</i>	315,183	401,396	372,403	694,791	672,765
<i>Capital Outlay</i>	11,073	25,107	19,540	91,445	91,445
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$2,160,267</b>	<b>\$2,375,385</b>	<b>\$2,517,022</b>	<b>\$3,151,176</b>	<b>\$3,153,281</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	41	42	47	47
<i>Discretionary</i>	28	28	29	34	34
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,732,705	1,835,975	2,332,621	2,344,195
<i>Total Discretionary Resources</i>		<b>\$1,732,705</b>	<b>\$1,835,975</b>	<b>\$2,332,621</b>	<b>\$2,344,195</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		5,676	25,111	5,122	5,122
<i>Interagency Services</i>		637,004	655,936	813,433	803,964
<b>TOTAL FUNDING</b>		<b>\$2,375,385</b>	<b>\$2,517,022</b>	<b>\$3,151,176</b>	<b>\$3,153,281</b>
<b><u>PROGRAMS</u></b>					
<i>Assessments and Liens</i>		\$574,296	\$660,578	\$675,020	\$702,155
<i>Audit Services</i>		802,041	836,458	816,859	830,174
<i>City Recorder</i>		812,286	756,836	1,018,453	967,999
<i>FPD &amp; R Administration</i>		186,762	204,746	272,884	272,884
<i>PIIAC</i>		0	58,404	95,638	90,630
<i>Hearings Officers</i>		0	0	272,322	289,439
<b>TOTAL PROGRAMS</b>		<b>\$2,375,385</b>	<b>\$2,517,022</b>	<b>\$3,151,176</b>	<b>\$3,153,281</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The mission of the City Auditor's office is to promote the efficient and accountable use of municipal resources by providing independent and impartial review, information, and services for City government and the public. To that end, the Auditor's Office performs audits, record-keeping, and financial services.

The Auditor's Office 1990-91 budget comprises six operational program areas: City Recorder, Assessments and Liens, Audit Services, Fire and Police Disability and Retirement Administration, and Police Internal Investigations Auditing Committee (PIIAC) and the Hearing Officers. The Hearings Officers program is transferred from the Office of the City Attorney in FY 1990-91.

The City Auditor's Office budget is \$636,259 higher than the FY 1989-90 revised budget. Almost one half (\$289,439) of the increase is due to the transfer of the Hearings Officer program which is currently housed in the City Attorney's Office. The budget also includes two capital improvement projects for the Auditor's Office, which account for an additional \$226,044 of the increase.



## OFFICE OF THE CITY AUDITOR (336)

General Fund (101)

Non-Departmental

### APPROPRIATION SUMMARY

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The remainder of the increase is due to City Hall rent, risk management increase and inflation. The Auditor's office is also requesting an additional position of the Fire and Police Disability Retirement Program to implement provisions of the newly revised retirement system. This position will be fully funded through an interagency with the Fire and Police Disability and Retirement Fund.

#### PERFORMANCE OBJECTIVES

The Auditor's Office's top priority projects and intended accomplishments during fiscal year 1990-91 are as follows:

##### Audit Services Program

1. Complete six performance audits, three franchise audits and one financial audit
2. Prepare by July 1990 a bi-annual report on the activities and accomplishments of the audit program.

##### Fire, Police Disability and Retirement Administration

1. See objectives listed in the Fire, Police Disability and Retirement Fund.

##### Assessment & Liens Program

1. Complete full training of all systems users in the operation of the new computer-based accounting and management reporting system by September, 1990.
2. Complete a thorough review and update of assessment related sections of the City Charter, City Code, policy resolutions and administrative procedures by December, 1990.
3. Implement a comprehensive process for collection of delinquent liens.
4. Process 300 delinquent accounts through the City's foreclosure collection process and file with the City Treasurer two certified foreclosure sales lists.
5. Reduce to 7% the delinquency rate for local improvement and Bancroft liens.
6. Reduce to 10% the delinquency rate for nuisance abatement, civil penalty and sidewalk repair liens.

##### City Recorder

1. Integrate Council Agenda, Council Index, Insurance, Permits and contract files into comprehensive database by 12/31/90.
2. Update, review and submit retention schedules for various City Bureaus.

##### Police Internal Investigation Auditing Committee Program

1. Develop computerized database to retrieve statistical information concerning numbers and types of citizen's complaints of police misconduct, requests for review of IID (Internal Investigations Division) findings and disposition of cases.
2. Develop public information materials that clearly describe PIAC's authority and functions to the public.
3. Help Citizen Advisors' group draft rules and orientation materials that accurately describe procedures and provide continuity for Committee's activities in subsequent years.

**OFFICE OF THE CITY AUDITOR (336)**

General Fund (101)

Non-Departmental

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PIIAC</u></b>				
<i>Total Expenditures</i>	\$0	\$58,404	\$95,638	\$90,630
<i>General Fund Discretionary Expenditures</i>	0	58,404	95,638	90,630
<i>Authorized Full-Time Positions</i>	0.00	1.00	1.26	1.26
<i>Performance/Workload Measures:</i>				
Number of New Requests for Review	*	45	30	30
Number of Referrals	*	200	110	110

The Police Internal Investigations Auditing Committee (PIIAC) program provides staff support to PIIAC and its Citizen Advisory Committee in the review of appeals of the Police Bureau Internal Investigation Divisions investigations. The Committee reviews how complaints against police officers are handled by the Internal Investigations Division of the Bureau of Police. PIIAC consists of City Council members who delegate duties and responsibilities to 11 volunteer citizen advisors.

PIIAC 's budget is \$32,227 higher than the current year's revised budget. This increase is largely due to the establishment of City Hall rent, inflation and risk management.

**HEARINGS OFFICERS**

<i>Total Expenditures</i>	\$0	\$0	\$272,322	\$289,439
<i>General Fund Discretionary Expenditures</i>	0	0	256,889	274,006
<i>Authorized Full-Time Positions</i>	0.00	0.00	4.00	4.00
<i>Performance/Workload Measures:</i>				
Code Proceedings Filed	750	750	950	950
Tow Hearings	400	400	300	300
Land Use Cases	*	165	175	175

The Hearing Officer program is transferred from the City Attorney's Office to the Auditor's Office. The Hearings Officer program provides land use, code and tow hearings services, including hearings officers and administrative overhead support to various City bureaus and agencies as requested and required.

The budget for the Hearings Officer program is \$17,117 higher than the current year's revised budget. This is due inflationary and risk management provisions which were offset by decreases in communications, fleet and facilities costs. In addition, the Hearings Officer Program has secured an interagency with the Bureau of Buildings to provide additional support for the Code Hearings Officer.

**OFFICE OF THE CITY AUDITOR (336)**

General Fund (101)

Non-Departmental

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>CITY RECORDER</u></b>				
Total Expenditures	\$812,286	\$756,836	\$1,018,453	\$967,999
General Fund Discretionary Expenditures	806,611	752,094	977,739	960,077
Authorized Full-Time Positions	13.05	14.04	12.69	12.69
Performance/Workload Measures:				
Hours Council in Session	239	260	230	230
Warrants Processed	195,405	175,000	190,000	190,000
Contracts Monitored	1,750	1,500	1,600	1,600
Records Retrieval Requests	18,313	14,400	20,000	20,000
Records accessioned	1,490	1,400	1,400	1,400
Records Destroyed	41	31	24	24

The City Recorder program encompasses a variety of services and activities in support of the business of the City. This program includes the activities of the Council/Contracts Division and the Records Management Division of the Auditor's Office. The Land Use Notifications function formerly included in this program will be transferred to the Bureau of Planning in FY 90-91.

The budget is \$211,163 higher than the current year's revised appropriation. This is due to two Capital improvement projects and provisions made for City Hall rent, risk management changes and inflation. The two capital improvement projects will expand storage space at the City records center and will replace the existing wordprocessing system with a personal computer base local area network.

**FPD & R ADMINISTRATION**

<i>Total Expenditures</i>	<i>\$186,762</i>	<i>\$204,746</i>	<i>\$272,884</i>	<i>\$272,884</i>
<i>General Fund Discretionary Expenditures</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Authorized Full-Time Positions</i>	<i>6.00</i>	<i>6.00</i>	<i>7.00</i>	<i>7.00</i>
<i>Performance/Workload Measures:</i>				

Indicators reported in Fire and Police Disability and Retirement Fund Budget.

Fire and Police Disability and Retirement (FPDR) Administration program provides for the administration of the FPDR system and is entirely supported by an interagency charge to the FPDR Fund.

The FPDR Administration program's budget reflects a \$68,138 increase over the current year's revised budget. The bulk of the increase is due to a request for an additional position to assist in the implementation of the newly revised Fire and Police Disability and Retirement System. This position is needed to assist in developing policies and procedures and in the implementation of the provisions of the revised pension plan as well as to relieve the fund manager of some of the budgetary and day to day financial management responsibilities. This request is supported by an interagency agreement with the Fire and Police Disability and Retirement Fund.

**OFFICE OF THE CITY AUDITOR (336)**

General Fund (101)

Non-Departmental

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ASSESSMENTS AND LIENS</u></b>				
<i>Total Expenditures</i>	\$574,296	\$660,578	\$675,020	\$702,155
<i>General Fund Discretionary Expenditures</i>	128,054	189,019	185,496	189,308
<i>Authorized Full-Time Positions</i>	10.80	10.08	10.12	10.12
<i>Performance/Workload Measures:</i>				
Assessments Accounts Created	5,310	6,954	6,291	6,291
LID in Progress		28	27	27
Delinquency Rate				
LID & Bancroft Liens	*	5%	7%	7%
Nuisance & Sidwalk Liens	*	*	10%	10%

The Assessment and Liens program is responsible for the assessment and collection of all charges for local improvement district construction as well as assessments for sidewalk repairs and nuisance abatement. In FY 1990-91, the program will consolidate administrative improvements made during the previous three years through the new lien accounting system which will improve customer relations, financial management and collections activities. The program will benefit from a staff reorganization, coupled with the first full year of operation for a new computer-based Lien Accounting System. These improvements will enable the program to absorb a three fold increase in assessment activity without an increase in staff.

The program's budget is \$41,577 higher than the current year's revised budget. Increases are mainly due to inflation, risk management and City Hall rent.

**AUDIT SERVICES**

<i>Total Expenditures</i>	\$802,041	\$836,458	\$816,859	\$830,174
<i>General Fund Discretionary Expenditures</i>	798,040	836,458	816,859	830,174
<i>Authorized Full-Time Positions</i>	11.15	11.88	11.93	11.93
<i>Performance/Workload Measures:</i>				
Performance Audits Completed	9	6	6	6
Financial/Franchise audits completed	9	4	4	4
% Staff Time Spent on Direct Audit Activity	66%	70%	70%	70%

The Audit Services program continues to identify management efficiencies and program savings through its studies of various programs in the City. The audit reports generated from these studies recommend improvements in government operations, identify savings and revenue enhancements, and help strengthen administrative and accounting controls.

The Audit Services program decreased by \$6,284 from the current revised year appropriation. This is due to decreases as a result from less expense for facilities management, risk management, fleet and communications services. This program is funded entirely through discretionary resources.

# OFFICE OF THE CITY AUDITOR (336)

General Fund (101)

Non-Departmental

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$1,154,191	\$1,184,176	\$1,292,398	\$1,517,646	\$1,517,646
5120 Part-Time Employees	31,490	24,919	56,622	26,331	38,879
5140 Overtime	0	0	0	144	144
5150 Premium Pay	6,306	5,479	7,843	7,276	7,276
5170 Benefits	395,530	439,943	522,268	601,601	604,487
<b>Total Personal Services</b>	<b>\$1,587,517</b>	<b>\$1,654,517</b>	<b>\$1,879,131</b>	<b>\$2,152,998</b>	<b>\$2,168,432</b>
5210 Professional Services	\$66,771	\$91,126	\$88,900	\$109,446	\$109,446
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	10,363	13,731	16,716	18,285	21,632
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	125,708	151,421	80,197	19,433	24,783
5310 Office Supplies	20,011	16,500	24,260	26,911	26,911
5320 Operating Supplies	554	2,337	6,837	7,027	7,027
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	10,522	6,062	10,417	11,635	11,635
5420 Local Travel	3,822	3,487	5,084	5,687	5,687
5430 Out-of-Town Travel	5,495	5,549	10,035	9,877	9,877
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	3,248	4,152	3,502	3,641	3,641
<b>Subtotal External Materials &amp; Services</b>	<b>\$246,494</b>	<b>\$294,365</b>	<b>\$245,948</b>	<b>\$211,942</b>	<b>\$220,639</b>
5510 Fleet Services	\$1,798	\$346	\$2,217	\$2,039	\$2,039
5520 Printing/Distribution	65,809	84,494	94,231	120,848	113,848
5530 Facilities Services	0	0	0	318,974	302,267
5540 Communications	30,358	36,274	34,105	39,011	40,692
5550 Data Processing	191,915	243,730	171,047	151,708	151,708
5560 Insurance	10,302	18,399	36,631	62,211	62,211
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	15,001	18,153	34,172	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$315,183</b>	<b>\$401,396</b>	<b>\$372,403</b>	<b>\$694,791</b>	<b>\$672,765</b>
<b>Total Materials &amp; Services</b>	<b>\$561,677</b>	<b>\$695,761</b>	<b>\$618,351</b>	<b>\$906,733</b>	<b>\$893,404</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	11,073	25,107	19,540	91,445	91,445
<b>Total Capital Outlay</b>	<b>\$11,073</b>	<b>\$25,107</b>	<b>\$19,540</b>	<b>\$91,445</b>	<b>\$91,445</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$2,160,267</b>	<b>\$2,375,385</b>	<b>\$2,517,022</b>	<b>\$3,151,176</b>	<b>\$3,153,281</b>

# OFFICE OF THE CITY AUDITOR (336)

General Fund (101)

Non-Departmental

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0003	City Auditor	1	51,310	1	53,432	1	55,090	1	55,099	1	55,099
0110	Clerk I	1	2,837	0	0	0	0	0	0	0	0
0114	Clerical Specialist I	4	59,993	3	56,093	3	68,006	2	42,058	2	42,058
0120	Credit Relations Representative	1	28,290	2	39,894	2	43,293	2	46,083	2	46,083
0140	Data Entry Clerk	1	18,948	1	19,734	0	0	0	0	0	0
0220	Secretarial Clerk I	2	38,636	2	33,242	2	37,708	2	39,012	2	39,012
0221	Secretarial Clerk II	5	107,853	5	99,379	5	110,761	3	66,456	3	66,456
0230	Administrative Secretary	1	23,182	1	23,503	0	0	0	0	0	0
0245	Hearings Clerk	0	0	0	0	0	0	2	58,046	2	101,878
0346	Word Processing Operator II	1	20,597	1	20,519	0	0	0	0	0	0
0378	Word Processing Supervisor	1	25,938	1	19,322	0	0	0	0	0	0
0510	Accounting Assistant	1	21,107	1	21,987	1	22,669	0	0	0	0
0515	Senior Accountant	0	0	0	0	0	0	1	26,907	1	26,907
0520	Chief Deputy City Auditor	1	46,070	1	45,131	1	48,266	1	48,256	1	48,256
0522	Principal Deputy Auditor	3	120,285	3	135,350	3	122,831	3	123,240	3	123,240
0524	Senior Deputy Auditor	2	49,505	1	35,030	4	85,863	4	118,800	4	118,800
0525	Assistant Deputy Auditor	1	35,580	3	66,395	5	136,204	6	144,084	6	144,084
0536	Management Auditor	0	0	0	0	1	39,870	2	71,718	2	71,718
0537	Senior Management Auditor	7	245,616	7	269,857	6	239,222	6	239,244	6	239,244
0538	Director of Audits	1	52,505	1	54,734	1	56,382	1	56,389	1	56,389
0558	EDP Auditor	1	36,750	1	36,693	1	39,870	0	0	0	0
0720	Hearing Officer	0	0	0	0	0	0	2	101,878	2	58,046
0816	Administrative Analyst Technician	0	0	0	0	0	0	1	24,128	1	24,128
0819	Administrative Assistant I	1	28,883	1	26,474	1	30,269	0	0	0	0
0827	Management Analyst	0	0	0	0	0	0	2	67,600	2	67,600
0829	Financial Analyst	1	33,316	1	28,072	1	34,558	1	35,686	1	35,686
0900	Staff Assistant	1	18,031	1	18,893	1	23,057	1	23,046	1	23,046
0919	Records Management Analyst	1	22,516	1	25,816	1	27,867	2	56,368	2	56,368
0925	Records Management Officer	1	38,252	1	25,979	1	41,075	1	41,080	1	41,080
3212	Assessment Analyst	1	28,191	1	28,647	1	29,537	1	32,468	1	32,468
<b>TOTAL FULL-TIME POSITIONS</b>		<b>41</b>	<b>1,154,191</b>	<b>41</b>	<b>1,184,176</b>	<b>42</b>	<b>1,292,398</b>	<b>47</b>	<b>1,517,646</b>	<b>47</b>	<b>1,517,646</b>

**OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)**

General Fund (101)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$127,788	\$183,743	\$154,371	\$155,313	\$202,295
<i>External Materials and Services</i>	603,924	587,383	490,497	551,849	551,849
<i>Internal Materials and Services</i>	20,769	33,125	33,231	32,072	32,072
<i>Capital Outlay</i>	7,537	2,035	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$760,018</b>	<b>\$806,286</b>	<b>\$678,099</b>	<b>\$739,234</b>	<b>\$786,216</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	4	3	3	3	4
<i>Discretionary</i>	4	3	3	3	4
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		806,286	678,099	739,234	786,216
<b><i>Total Discretionary Resources</i></b>		<b>\$806,286</b>	<b>\$678,099</b>	<b>\$739,234</b>	<b>\$786,216</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$806,286</b>	<b>\$678,099</b>	<b>\$739,234</b>	<b>\$786,216</b>
<b><u>PROGRAMS</u></b>					
<i>Cable Communications</i>		682,551	\$567,271	\$614,256	\$637,747
<i>Franchise Management</i>		123,735	110,828	124,978	148,469
<b><i>TOTAL PROGRAM</i></b>		<b>\$806,286</b>	<b>\$678,099</b>	<b>\$739,234</b>	<b>\$786,216</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of Cable Communications and Franchise Management is responsible for monitoring the City's Cable TV franchises and providing staff support to the Cable Regulatory Commission. The Office also oversees the City's contracts for public cable access services. (In addition, the Office manages franchises for power and communications utilities. The City's contract with Portland Cable Access for public cable access services is budgeted at 40% of applicable franchise fees, or a projected \$490,000).

**BUREAU PERFORMANCE OBJECTIVES**

Negotiate a major franchise renewal proceeding with the westside cable operator.

Implement the Government access plan.

Implement customer service standards, including a citywide subscriber notification process that will increase Office complaint-handling.

Develop a city wide communications plan.

Participate in the Oregon Public Utilities Commission proceeding regarding fee itemization on phone bills.

**OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>CABLE COMMUNICATIONS</u></b>				
<i>Total Expenditures</i>	\$682,551	\$567,271	\$614,256	\$637,747
<i>General Fund Discretionary Expenditures</i>	682,551	567,271	614,256	637,747
<i>Authorized Full-Time Positions</i>	1.50	1.50	1.50	2.00
<i>Performance/Workload Measures:</i>				
Franchises/contract administered	7	10	10	10
Evaluation of Franchisees	0	5	3	3
Complaints Handled	240	270	270	270
CRC Meetings Staffed	21	9	9	9

This program consists of four major activities. First, the Office of Cable Communications and Franchise Management administers franchises with Paragon Cable, TCI, and Columbia Cable serving approximately 80,000 households. Second, OCC/FM oversees the City's contract with PCA and works with Portland Cable Access staff to develop and implement the Government Access Plan. Third, the Office staffs the Cable Communications Regulatory Commission (CRC). lastly, OCC/FM provides information on cable issues to the Council, other City agencies, and jurisdictions, and the general public. OCC/FM documents and responds to cable subscriber complaints, administers other cable-related agreements and monitors state and national cable policy development through its participation on the board of the National Cable Officer's Association (NATOA) affiliated with the National League of Cities.

Cable Communications is one of the few General Fund Programs in the City that is responsible for supervising the generation of discretionary revenues which support other General Fund programs. The program returns almost 50% of cable revenues, which will total \$1.2 million in FY 90-91 to the General Fund for non-cable related purposes. Major changes in service include: 1) a major franchise renewal proceeding with the westside cable operator, 2) implementation of the Government access plan, 3) the possible implementation of customer service standards, including a citywide subscriber notification process that will increase Office complaint-handling and 4) continuing involvement in the development of model cable legislation before the U.S. Congress through NATOA and the NLC.



**OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>FRANCHISE MANAGEMENT</u></b>				
<i>Total Expenditures</i>	\$123,735	\$110,828	\$124,978	\$148,469
<i>General Fund Discretionary Expenditures</i>	123,735	110,828	124,978	148,469
<i>Authorized Full-Time Positions</i>	1.50	1.50	1.50	2.00
<i>Performance/Workload Measures:</i>				
Franchise negotiations	7	2	2	2
Franchises Administered	10	11	14	14

The utility franchise management program has four main activities. First, the program includes coordination with other bureaus to develop, negotiate and administer franchises with utility and other companies requesting use of the right-of-way. Second, OCC/FM is responsible for negotiating, receiving, and accounting for franchise fee payments. Third, program staff determine the scope of and oversee audits of the utility franchises to verify revenues. Lastly, OCC/FM monitors the City's fiscal and legal interests in the utility and franchise-related activities of the State Legislature and the Public Utilities Commission.

The utility franchise management program is one of the few City programs that generates revenues for the General Fund. OCC/FM collects approximately \$21.5 million in utility revenues annually, which is the City's second largest revenue source. About half of a percent of those revenues are used to fund this program. Currently OCC/FM is negotiating with six potential franchisees. Most of these negotiations will produce new revenue sources for the City.

Additions to the utilities program workload for 1990-91 include: 1) the development of a citywide telecommunications plan; 2) participation in an Oregon Public Utilities Commission proceeding regarding fee itemization on phone bills, and 3) oversight of and involvement with utility issues at the 1991 Oregon Legislature.

# OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

General Fund (101)

Public Affairs

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$94,105	\$135,081	\$110,132	\$110,843	\$144,643
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	500	500
5150 Premium Pay	280	272	799	800	800
5170 Benefits	33,403	48,390	43,440	43,170	56,352
<b>Total Personal Services</b>	<b>\$127,788</b>	<b>\$183,743</b>	<b>\$154,371</b>	<b>\$155,313</b>	<b>\$202,295</b>
5210 Professional Services	\$392,711	\$465,810	\$410,440	\$460,850	\$460,850
5220 Utilities	0	(2,060)	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	807	489	2,094	2,500	2,500
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	195,818	110,200	66,200	73,000	73,000
5310 Office Supplies	779	1,654	1,300	1,800	1,800
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	5,275	2,538	2,300	2,900	2,900
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	6,393	5,220	2,500	4,400	4,400
5440 External Rent	0	3,532	0	6,399	6,399
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	2,141	0	5,663	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$603,924</b>	<b>\$587,383</b>	<b>\$490,497</b>	<b>\$551,849</b>	<b>\$551,849</b>
5510 Fleet Services	\$992	\$804	\$800	\$1,104	\$1,104
5520 Printing/Distribution	6,360	9,805	7,382	7,878	7,878
5530 Facilities Services	9,736	12,818	10,473	12,689	12,689
5540 Communications	3,681	5,598	3,620	3,335	3,335
5550 Data Processing	0	0	956	221	221
5560 Insurance	0	0	0	6,845	6,845
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	4,000	10,000	0	0
5590 Other Fund Services	0	100	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$20,769</b>	<b>\$33,125</b>	<b>\$33,231</b>	<b>\$32,072</b>	<b>\$32,072</b>
<b>Total Materials &amp; Services</b>	<b>\$624,693</b>	<b>\$620,508</b>	<b>\$523,728</b>	<b>\$583,921</b>	<b>\$583,921</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	7,537	2,035	0	0	0
<b>Total Capital Outlay</b>	<b>\$7,537</b>	<b>\$2,035</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$760,018</b>	<b>\$806,286</b>	<b>\$678,099</b>	<b>\$739,234</b>	<b>\$786,216</b>

# OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

General Fund (101)

Public Affairs

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
3258	Cable Communications Director	1	45,175	1	46,846	1	46,831	1	47,133	1	47,133
0828	Senior Management Analyst	0	0	1	38,179	1	41,291	1	41,558	1	41,558
0837	Management Analyst	0	0	0	0	0	0	0	0	1	33,800
0819	Administrative Assistant I	1	28,882	0	0	0	0	0	0	0	0
0221	Secretarial Clerk II	1	13,104	1	21,486	1	22,010	1	22,152	1	22,152
0220	Secretarial Clerk I	1	6,944	0	0	0	0	0	0	0	0
<b>TOTAL FULL-TIME POSITIONS</b>		<b>4</b>	<b>94,105</b>	<b>3</b>	<b>106,511</b>	<b>3</b>	<b>110,132</b>	<b>3</b>	<b>110,843</b>	<b>4</b>	<b>144,643</b>
<b>LIMITED-TERM POSITIONS:</b>											
0819	Administrative Assistant I	0	0	1	28,570	0	0	0	0	0	0
<b>TOTAL LIMITED-TERM</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>28,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL INCLUDING LIMITED-TERM</b>		<b>4</b>	<b>94,105</b>	<b>4</b>	<b>135,081</b>	<b>3</b>	<b>110,132</b>	<b>3</b>	<b>110,843</b>	<b>4</b>	<b>144,643</b>

**OFFICE OF COMMISSIONER #1, PUBLIC AFFAIRS (193)**

General Fund (101)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$743,843	\$716,039	\$717,313	\$515,743	\$515,743
<i>External Materials and Services</i>	126,865	96,817	73,925	36,464	36,464
<i>Internal Materials and Services</i>	64,109	68,725	60,301	73,253	82,644
<i>Capital Outlay</i>	3,558	3,885	2,000	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$938,375</b>	<b>\$885,466</b>	<b>\$853,539</b>	<b>\$625,460</b>	<b>\$634,851</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	16	16	15	9	9
<i>Discretionary</i>	11	12	13	9	9
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		630,427	635,844	625,460	634,851
<b><i>Total Discretionary Resources</i></b>		<b>\$630,427</b>	<b>\$635,844</b>	<b>\$625,460</b>	<b>\$634,851</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		255,039	195,715	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	21,980	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$885,466</b>	<b>\$853,539</b>	<b>\$625,460</b>	<b>\$634,851</b>
<b><u>PROGRAMS</u></b>					
<i>Policy and Management Support</i>		\$526,907	\$568,850	\$625,460	\$634,851
<i>Energy Office</i>		\$358,559	\$284,689	\$0	\$0
<b><i>TOTAL PROGRAMS</i></b>		<b>\$885,466</b>	<b>\$853,539</b>	<b>\$625,460</b>	<b>\$634,851</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Commissioner of Public Affairs is comprised of one program: Policy and Management Support. This is a change from the current year in that the Energy Program previously part of the Commissioner's appropriation unit is included within the 1990-91 budget as a separate office.

The Office of the Commissioner of Public Affairs is organized to fulfill the mandates of the Charter. The Commissioner of Public Affairs is responsible for the administration of the Bureau of Parks and Recreation, Bureau of Water Works, Metropolitan Arts Commission, Exposition-Recreation Commission (Civic Stadium, Memorial Coliseum, Portland Center for the Performing Arts), Hydroelectric Power, Office of Cable and Franchise Management and the Willamette River Development Project.

To compare appropriation changes from the revised current year to the FY 90-91 budget, the Energy Office allocation has been deleted from the Commissioner's revised budget. To this end, the Commissioner of Public Affairs' budget is \$66,001 higher than the current year's revised budget. The increase is due to inflation, City Hall rent and risk management provisions.

## OFFICE OF COMMISSIONER #1, PUBLIC AFFAIRS (193)

General Fund (101)

Public Affairs

*APPROPRIATION SUMMARY*

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### PERFORMANCE OBJECTIVES

In FY 1990-91, the Commissioner of Public Affairs top priorities and projects are:

1. Legislative functions
2. Management of Bureaus assigned to the Office
3. Outreach to the citizens, business and community groups
4. Project and policy development
5. Public Safety

Contribute to and cooperate with City and private efforts to improve public safety especially through the implementation of community policing.

6. Human Relations

Continue to educate the public about hate crimes and strengthen the Metropolitan Human Relations Commission.

7. Culture

Enhance the cultural life of the City by implementation of the culture planning process.

8. Revitalization

Support the revitalization of Northeast Portland by ensuring programming for youth and family involvement in educational opportunities.

9. Environment

Balance growth with the protection of the urban environment and natural areas through the River City Project, Parks, Energy Policy, and Water Bureau programs.

10. Economic Development

Continue support for cultural tourism through encouragement of the Chinese Garden project and other opportunities for cultural attractor facilities.

11. Affirmative Action

Continue efforts to provide opportunities for minorities and women in all aspects of City business.

**OFFICE OF COMMISSIONER #1, PUBLIC AFFAIRS (193)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>POLICY AND MANAGEMENT SUPPORT</u></b>				
<i>Total Expenditures</i>	\$526,907	\$568,850	\$625,460	\$634,851
<i>General Fund Discretionary Expenditures</i>	526,907	568,850	625,460	634,851
<i>Authorized Full-Time Positions</i>	10.00	10.00	9.00	9.00
<i>Performance/Workload Measures:</i>				
Max. Hours Response to Phone Calls		95%	90%	90%
Maximum Days Response to Written Communication		90%	90%	90%

This program provides research and support to the Commissioner in the following areas: legislative functions; management of bureaus assigned to the Office; outreach to citizens, business and community groups; and project and policy development. This program directly supports the Commissioner of Public Affairs and includes all costs associated with the operation of the Office.

This program is \$66,001 higher than the current revised budget due to City Hall rent, inflation and risk management provisions.

<b><u>ENERGY OFFICE</u></b>				
<i>Total Expenditures</i>	\$358,559	\$284,689	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	103,520	66,994	0	0
<i>Authorized Full-Time Positions</i>	6.00	5.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Fleet Vehicles Converted	0	0	0	0
Training Sessions	1,623	779	0	0
Advisory Committee Meetings	*	*	0	0
Implementation Strategies Developed	37	11	0	0
Apartment Recycling Stations Set-Up	*	*	0	0
Energy Commission Meetings	11	8	0	0
Program Development	*	3	0	0
Information and Referral	*	*	0	0

The Energy Office is a separate Appropriation Unit in FY 1990-91. See separate section for detail information.

# OFFICE OF COMMISSIONER #1, PUBLIC AFFAIRS (193)

General Fund (101)

Public Affairs

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$544,182	\$444,330	\$497,029	\$377,205	\$377,205
5120 Part-Time Employees	31,187	38,169	35,622	7,800	7,800
5140 Overtime	0	0	0	0	0
5150 Premium Pay	417	1,740	0	0	0
5170 Benefits	168,057	231,800	184,662	130,738	130,738
<b>Total Personal Services</b>	<b>\$743,843</b>	<b>\$716,039</b>	<b>\$717,313</b>	<b>\$515,743</b>	<b>\$515,743</b>
5210 Professional Services	\$25,100	\$6,681	\$4,000	\$4,000	\$4,000
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	530	0	500	100	100
5240 Repair & Maintenance	3,746	4,045	4,371	4,475	4,475
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	72,551	63,320	18,555	4,600	4,600
5310 Office Supplies	3,742	2,393	4,400	3,500	3,500
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	1,179	1,050	1,500	1,500	1,500
5410 Education	978	1,517	2,329	4,929	4,929
5420 Local Travel	0	521	1,100	0	0
5430 Out-of-Town Travel	7,972	12,342	25,065	8,360	8,360
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	11,067	4,948	12,105	5,000	5,000
<b>Subtotal External Materials &amp; Services</b>	<b>\$126,865</b>	<b>\$96,817</b>	<b>\$73,925</b>	<b>\$36,464</b>	<b>\$36,464</b>
5510 Fleet Services	\$8,569	\$8,405	\$8,717	\$6,739	\$6,739
5520 Printing/Distribution	14,690	12,587	12,845	9,516	9,516
5530 Facilities Services	14,277	22,195	16,597	23,006	32,397
5540 Communications	18,453	20,138	17,714	14,522	14,522
5550 Data Processing	2,713	2,228	296	515	515
5560 Insurance	0	2,025	4,132	18,955	18,955
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	5,407	1,147	0	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials and Services</b>	<b>\$64,109</b>	<b>\$68,725</b>	<b>\$60,301</b>	<b>\$73,253</b>	<b>\$82,644</b>
<b>Total Materials &amp; Services</b>	<b>\$190,974</b>	<b>\$165,542</b>	<b>\$134,226</b>	<b>\$109,717</b>	<b>\$119,108</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	3,558	3,885	2,000	0	0
<b>Total Capital Outlay</b>	<b>\$3,558</b>	<b>\$3,885</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$938,375</b>	<b>\$885,466</b>	<b>\$853,539</b>	<b>\$625,460</b>	<b>\$634,851</b>

# OFFICE OF COMMISSIONER #1, PUBLIC AFFAIRS (193)

General Fund (101)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	55,984	1	56,877	1	58,635	1	58,635	1	58,635
0900	Staff Assistant	1	15,711	0	0	0	0	0	0	0	0
0824	Executive Assistant	1	41,485	2	32,241	2	70,048	2	91,686	2	91,686
0823	Commissioner's Assistant III	2	78,445	1	60,317	1	37,478	0	0	0	0
0822	Commissioner's Assistant II	4	149,171	4	97,645	4	121,676	4	148,511	4	148,511
0821	Commissioner's Assistant I	2	50,065	2	51,278	2	49,319	2	49,319	2	49,319
0760	Human Resources Coordinator I	1	29,408	1	31,693	0	0	0	0	0	0
0813	City-County Community Liaison	0	0	0	0	1	35,256	0	0	0	0
3140	Engineering Technician	1	28,119	1	30,069	1	28,745	0	0	0	0
0891	Energy Advisor	1	44,980	1	45,706	1	43,456	0	0	0	0
0819	Administrative Assistant I	0	0	0	0	1	30,264	0	0	0	0
0820	Administrative Assistant II	1	26,074	2	16,249	0	0	0	0	0	0
0221	Secretarial Clerk II	1	20,612	1	21,468	1	22,152	0	0	0	0
<b>TOTAL FULL-TIME</b>		<b>16</b>	<b>540,054</b>	<b>16</b>	<b>443,543</b>	<b>15</b>	<b>497,029</b>	<b>9</b>	<b>348,151</b>	<b>9</b>	<b>348,151</b>
<b><u>LIMITED-TERM POSITIONS:</u></b>											
	Commissioner's Assistant III	0	0	0	0	0	0	1	29,054	1	29,054
	Administrative Assistant I	0	4,128	0	787	0	0	0	0	0	0
<b>TOTAL LIMITED-TERM</b>		<b>0</b>	<b>4,128</b>	<b>0</b>	<b>787</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>29,054</b>	<b>1</b>	<b>29,054</b>
<b>TOTAL INCLUDING LIMITED-TERM</b>		<b>16</b>	<b>544,182</b>	<b>16</b>	<b>444,330</b>	<b>15</b>	<b>497,029</b>	<b>10</b>	<b>377,205</b>	<b>10</b>	<b>377,205</b>



**OFFICE OF COMMISSIONER #2, PUBLIC WORKS (190)**

General Fund (101)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$541,255	\$466,109	\$487,866	\$507,374	\$507,374
<i>External Materials and Services</i>	20,762	19,645	32,938	21,814	21,814
<i>Internal Materials and Services</i>	35,026	38,227	35,384	88,646	90,574
<i>Capital Outlay</i>	5,663	870	4,413	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$602,706</b>	<b>\$524,851</b>	<b>\$560,601</b>	<b>\$617,834</b>	<b>\$619,762</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	8	8	9	9	9
<i>Discretionary</i>	8	8	9	9	9
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		524,851	560,601	617,834	619,762
<i>Total Discretionary Resources</i>		<b>\$524,851</b>	<b>\$560,601</b>	<b>\$617,834</b>	<b>\$619,762</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b>TOTAL FUNDING</b>		<b>\$524,851</b>	<b>\$560,601</b>	<b>\$617,834</b>	<b>\$619,762</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$467,118	\$560,601	\$617,834	\$619,762
<i>Police Internal Investigations Auditing Comm.</i>		57,733	0	0	0
<b>TOTAL PROGRAMS</b>		<b>\$524,851</b>	<b>\$560,601</b>	<b>\$617,834</b>	<b>\$619,762</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Commissioner of Public Works consists of one program area, the Administration program. This component is organized to assist the Commissioner in fulfilling the mandates of the Charter of the City of Portland. The Commissioner of Public Works is responsible for the Bureaus of Planning, Environmental Services and the Office of Transportation which includes the Bureaus of Maintenance, Traffic Management, Transportation Engineering and the Office of the Director.

The Office of the Commissioner of Public Works' budget has increased by \$59,161 over the current year revised budget. This increase results from the new application of City Hall rent, as well as increased risk management and general inflation.

**PERFORMANCE OBJECTIVES**

The Office of the Commissioner of Public Works' top priority projects and intended accomplishments during fiscal year 1990-91 are as follows:

The Office of the Commissioner of Public works will be participating in all aspects of legislative, quasi-judicial and administrative responsibilities. Staff will provide research and support to the

OFFICE OF COMMISSIONER #2, PUBLIC WORKS (190)

General Fund (101)

Public Works

*APPROPRIATION SUMMARY*

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Commissioner as necessary support for issues of assigned bureaus and special projects generated in the Commissioner's Office.

Special emphasis will be directed to public safety activities, the regional rail program and environmental issues and initiatives of the Commissioner. Staff will be involved in the City's strategic planning effort. More outreach to neighborhoods and their active involvement in the Commissioner's projects and bureaus work programs will be a priority.

**OFFICE OF COMMISSIONER #2, PUBLIC WORKS (190)**

General Fund (101)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$467,118	\$560,601	\$617,834	\$619,762
<i>General Fund Discretionary Expenditures</i>	467,118	560,601	617,834	619,762
<i>Authorized Full-Time Positions</i>	7.00	9.00	9.00	9.00
<i>Performance/Workload Measures:</i>				
Council Items Introduced – Commissioner		550	450	450
Special Events Aimed at Improving Mgmt.		9	10	10
No. of Policy Initiatives		N/A	10	10
Constituent Forums Conducted		100	100	100
No. of Responses to Citizen Svc. Requests		650	850	850

The Administration program provides the Commissioner with assistance in preparing and participating in the legislative, quasi-judicial and administrative business of the City Council. It provides policy direction and assures sound management of Public Works bureaus. In addition, the program provides research assistance to the Commissioner in the development of new policy initiatives for Public Works Bureaus, the City and the metropolitan area. The program is responsible for responding to citizen inquiries for information and assistance regarding Public Works services and opportunities with respect to problem solving and involvement in government decision making, as well.

**POLICE INTERNAL INVESTIGATIONS AUDITING COMM.**

<i>Total Expenditures</i>	\$57,733	\$0	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	57,733	0	0	0
<i>Authorized Full-Time Positions</i>	1.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Number of Citizen Referrals		0	0	0
Number of Appeals		0	0	0

The Police Internal Investigations Auditing Committee (PIIAC) and its appropriation of \$57,543 was transferred to the Office of the City Auditor in FY 1989-90.

# OFFICE OF COMMISSIONER #2, PUBLIC WORKS (190)

## General Fund (101)

### Public Works

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$309,606	\$249,393	\$291,954	\$318,091	\$318,091
5120 Part-Time Employees	107,747	110,758	67,253	53,109	53,109
5140 Overtime	0	0	0	0	0
5150 Premium Pay	213	299	0	0	0
5170 Benefits	123,689	105,659	128,659	136,174	136,174
<b>Total Personal Services</b>	<b>\$541,255</b>	<b>\$466,109</b>	<b>\$487,866</b>	<b>\$507,374</b>	<b>\$507,374</b>
5210 Professional Services	\$8,809	\$5,511	\$15,078	\$8,115	\$8,115
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	1,441	500	2,000	1,000	1,000
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	0	0	0
5310 Office Supplies	3,386	2,384	3,000	1,500	1,500
5320 Operating Supplies	881	1,240	1,800	600	600
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	2,001	0	4,000	3,500	3,500
5410 Education	1,001	5,134	1,500	799	799
5420 Local Travel	0	751	0	300	300
5430 Out-of-Town Travel	2,924	3,926	5,560	6,000	6,000
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	319	199	0	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$20,762</b>	<b>\$19,645</b>	<b>\$32,938</b>	<b>\$21,814</b>	<b>\$21,814</b>
5510 Fleet Services	\$6,329	\$5,703	\$7,527	\$7,680	\$7,680
5520 Printing/Distribution	9,292	10,509	8,434	10,537	10,537
5530 Facilities Services	0	0	0	30,469	32,397
5540 Communications	14,647	17,270	14,009	19,368	19,368
5550 Data Processing	0	33	250	534	534
5560 Insurance	6	8	491	20,058	20,058
5570 Equipment Lease	4,752	4,704	4,673	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$35,026</b>	<b>\$38,227</b>	<b>\$35,384</b>	<b>\$88,646</b>	<b>\$90,574</b>
<b>Total Materials &amp; Services</b>	<b>\$55,788</b>	<b>\$57,872</b>	<b>\$68,322</b>	<b>\$110,460</b>	<b>\$112,388</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	5,663	870	0	0	0
<b>Total Capital Outlay</b>	<b>\$5,663</b>	<b>\$870</b>	<b>\$4,413</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$602,706</b>	<b>\$524,851</b>	<b>\$560,601</b>	<b>\$617,834</b>	<b>\$619,762</b>

# OFFICE OF COMMISSIONER #2, PUBLIC WORKS (190)

General Fund (101)

Public Works

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	55,984	1	55,809	1	58,635	1	58,635	1	58,635
0824	Executive Assistant	1	48,184	1	48,970	1	45,718	1	48,256	1	48,256
0823	Commissioner's Assistant III	1	60,931	1	49,344	1	41,226	1	44,408	1	44,408
0822	Commissioner's Assistant II	1	30,727	1	32,505	1	29,952	0	0	0	0
0821	Commissioner's Assistant I	3	105,128	3	52,681	3	85,223	5	130,046	5	130,046
0900	Administrative Secretary	1	10,672	1	6,026	1	18,720	1	24,266	1	24,266
7450	Community Service Aide I	0	0	0	0	1	12,480	0	0	0	0
<b>TOTAL FULL-TIME POSITIONS</b>		<b>8</b>	<b>309,606</b>	<b>8</b>	<b>243,335</b>	<b>9</b>	<b>291,954</b>	<b>9</b>	<b>305,611</b>	<b>9</b>	<b>305,611</b>
<b>LIMITED-TERM POSITIONS:</b>											
7450	Community Service Aide I	0	0	1	6,058	0	0	1	12,480	1	12,480
<b>TOTAL LIMITED-TERM</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>6,058</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>12,480</b>	<b>1</b>	<b>12,480</b>
<b>TOTAL INCLUDING LIMITED-TERM</b>		<b>8</b>	<b>309,606</b>	<b>9</b>	<b>249,393</b>	<b>9</b>	<b>291,954</b>	<b>10</b>	<b>318,091</b>	<b>10</b>	<b>318,091</b>

**OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)**

General Fund (101)

Public Utilities

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$541,590	\$536,525	\$471,076	\$470,435	\$470,435
<i>External Materials and Services</i>	11,431	7,703	13,775	12,385	12,385
<i>Internal Materials and Services</i>	26,694	29,709	25,983	94,389	106,158
<i>Capital Outlay</i>	17,119	0	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$596,834</b>	<b>\$573,937</b>	<b>\$510,834</b>	<b>\$577,209</b>	<b>\$588,978</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	11	11	9	9	9
<i>Discretionary</i>	11	10	9	9	9
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		\$547,095	510,834	577,209	588,978
<b>Total Discretionary Resources</b>		<b>\$547,095</b>	<b>\$510,834</b>	<b>\$577,209</b>	<b>\$588,978</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		26,842	0	0	0
<b>TOTAL FUNDING</b>		<b>\$573,937</b>	<b>\$510,834</b>	<b>\$577,209</b>	<b>\$588,978</b>
<b><u>PROGRAMS</u></b>					
<i>Office Administration</i>		\$99,588	\$108,393	\$0	\$0
<i>Constituent Affairs</i>		146,817	156,963	0	0
<i>Department Management</i>		163,913	122,768	234,616	239,440
<i>Legal, Quasi-Judicial &amp; Policy Making</i>		163,619	122,710	342,594	349,538
<b>TOTAL PROGRAMS</b>		<b>\$573,937</b>	<b>\$510,834</b>	<b>\$577,209</b>	<b>\$588,978</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Commissioner of Public Utilities is organized to respond to the mandates of the Charter of the City of Portland, Oregon, Chapter II. The Office is comprised of two program areas: Department Management and Legal, Quasi-Judicial and Policy Making. These two programs are a product of the reorganization of the Office from four programs to two and will simplify financial management.

The Office of the Commissioner of Public Utilities' portfolio includes: General Services, Communication Services, Facilities Services, Fleet Services, Printing and Distribution Services, Parking Facilities Fund, Autoport Fund, Facilities Fund, Justice Center Fund, Animal Matters, Committee on Claims, Delinquent Assessment Committee, Public Buildings Corporation, Court Watch and City Watch.

The Office of the Commissioner of Public Utilities' 1990-91 budget is \$78,144 higher than the currently year's revised budget. The increase results from the new application of City Hall rent as well as increased general inflation and risk management.

**OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)**

General Fund (101)

Public Utilities

***APPROPRIATION SUMMARY***

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**PERFORMANCE OBJECTIVES**

The Office of the Commissioner of Public Utilities priority projects for FY 1990-91 are:

1. Continue the number of Court Watches at the current average of 4 per month.
2. Increase the number of trained City Watch participants by 1,700 to over 6,800
3. Adopt Code re-write/update of Title 13 (Animal Control) with the purpose of making the code consistent throughout
4. Adopt a permanent, viable vehicle forfeiture program
5. Update office Strategic Plan
6. Continue implementation of Bureau programs and projects
7. Continue citizen outreach and response to citizen concerns
8. Continue formation and implementation of citywide goals

**OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)**

General Fund (101)

Public Utilities

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>OFFICE ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$99,588	\$108,393	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	99,588	108,393	0	0
<i>Authorized Full-Time Positions</i>	3.00	2.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Phone Calls Received	11,050	4,675	0	0
Reports Filled Out	151	55	0	0
Invitations Received and Responded To	263	425	0	0

Fifty percent of the Office Administration program has been merged into the Department Management program. The other fifty percent has been merged into the Legislative, Quasi-Judicial & Policy Making program.

<b><u>CONSTITUENT AFFAIRS</u></b>				
<i>Total Expenditures</i>	\$146,817	\$156,963	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	146,817	156,963	0	0
<i>Authorized Full-Time Positions</i>	3.00	3.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
# of Community Meetings Attended	267	115	0	0
# of Service Requests Referred	488	279	0	0
Written Correspondence	0	284	0	0

Twenty percent of the Contituent Affairs program has been merged into the Department Management program. The other eighty percent has been merged into the Legislative, Quasi-Judicial & Policy Making program.



**OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)**

General Fund (101)

Public Utilities

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>DEPARTMENT MANAGEMENT</u></b>				
<i>Total Expenditures</i>	\$163,913	\$122,768	\$234,616	\$239,440
<i>General Fund Discretionary Expenditures</i>	150,492	122,768	234,616	239,440
<i>Authorized Full-Time Positions</i>	3.00	2.00	3.50	3.50
<i>Performance/Workload Measures:</i>				
Payment of Bills Within 30 Days	N/A	N/A	95%	95%
Calls Answered Within 3 Rings	N/A	N/A	95%	95%
Council Items Introduced	263	100	150	150
Citizen Referrals and Service Requests	488	650	600	600

The Department Management program provides assistance and adequate information to the Commissioner for effective decision making within the Department's portfolio. Activities include the monitoring, researching and initiation of policy development within the portfolio. The program maintains and assists in communication between the citizenry, City Hall and Bureaus in terms of service delivery and decision making.

There is a \$116,673 increase in the Commissioner's budget over the current year revised budget. This is due in part to the consolidation of four total programs into two. Moreover the increase also results from the new application of City Hall rent as well as increased risk management and general inflation.

<b><u>LEGAL, QUASI-JUDICIAL &amp; POLICY MAKING</u></b>				
<i>Total Expenditures</i>	\$163,619	\$122,710	\$342,594	\$349,538
<i>General Fund Discretionary Expenditures</i>	150,198	122,710	342,594	349,538
<i>Authorized Full-Time Positions</i>	2.00	2.00	5.50	5.50
<i>Performance/Workload Measures:</i>				
Phone Response Within 24 Hours	N/A	N/A	90%	90%
Written Responses Within 4 Days	N/A	N/A	90%	90%
Council Items Reviewed	1,865	1,600	1,725	1,725
Special Projects Completed	29	30	27	27

The Legislative, Quasi-Judicial and Policy Making program provides adequate and comprehensive information for informed decision making on legislative, quasi-judicial and policy making issues. Program activities include participation in City Council and other special decision making meetings and bodies; the research and monitoring of citywide activities; the representation of citizens and the public interest in City Hall; maintenance and assistance of communication between the citizenry, Commissioner's Office and City Hall.

There is a \$226,828 increase in the budget over the current year revised budget. This is due in part to the consolidation of four total programs into two. Moreover the increase also results from the new application of City Hall rent as well as increased risk management and general inflation.

# OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)

## General Fund (101)

### Public Utilities

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$407,167	\$399,692	\$342,894	\$339,366	\$339,366
5120 Part-Time Employees	5,061	0	3,542	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	1,755	0	0	0	0
5170 Benefits	127,607	136,833	124,640	131,069	131,069
<b>Total Personal Services</b>	<b>\$541,590</b>	<b>\$536,525</b>	<b>\$471,076</b>	<b>\$470,435</b>	<b>\$470,435</b>
5210 Professional Services	\$551	\$3,781	\$500	\$500	\$500
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	2,327	1,205	1,315	1,375	1,375
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	351	19	1,000	1,000	1,000
5310 Office Supplies	1,570	778	3,000	3,000	3,000
5320 Operating Supplies	1,327	23	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	377	0	500	500	500
5350 Clothing	0	0	0	0	0
5390 Other Commodities	443	789	1,000	1,000	1,000
5410 Education	1,155	413	1,200	800	800
5420 Local Travel	422	82	900	750	750
5430 Out-of-Town Travel	2,266	22	3,360	2,210	2,210
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	642	591	1,000	1,250	1,250
<b>Subtotal External Materials &amp; Services</b>	<b>\$11,431</b>	<b>\$7,703</b>	<b>\$13,775</b>	<b>\$12,385</b>	<b>\$12,385</b>
5510 Fleet Services	\$7,062	\$5,741	\$7,025	\$7,436	\$7,436
5520 Printing/Distribution	8,090	5,960	8,014	8,711	8,711
5530 Facilities Services	0	0	0	20,628	32,397
5540 Communications	11,542	13,037	10,801	11,535	11,535
5550 Data Processing	0	38	143	419	419
5560 Insurance	0	0	0	45,660	45,660
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	4,933	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$26,694</b>	<b>\$29,709</b>	<b>\$25,983</b>	<b>\$94,389</b>	<b>\$106,158</b>
<b>Total Materials &amp; Services</b>	<b>\$38,125</b>	<b>\$37,412</b>	<b>\$39,758</b>	<b>\$106,774</b>	<b>\$118,543</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	17,119	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$17,119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$596,834</b>	<b>\$573,937</b>	<b>\$510,834</b>	<b>\$577,209</b>	<b>\$588,978</b>

# OFFICE OF COMMISSIONER #3, PUBLIC UTILITIES (192)

General Fund (101)

Public Utilities

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	58,004	1	57,098	1	58,635	1	58,635	1	58,635
0824	Executive Assistant	1	46,070	1	46,260	0	0	0	0	0	0
0823	Commissioner's Assistant III	1	39,021	1	39,293	2	81,578	1	40,789	1	40,789
0822	Commissioner's Assistant II	6	201,225	6	210,800	4	150,999	5	188,260	5	188,260
0821	Commissioner's Assistant I	1	41,702	1	30,664	1	31,845	1	31,845	1	31,845
0230	Administrative Secretary	1	23,145	1	3,779	0	0	0	0	0	0
0221	Secretary Clerk II	0	0	0	11,798	1	19,837	1	19,837	1	19,837
<b>TOTAL FULL-TIME POSITIONS</b>		11	407,167	11	399,692	9	342,894	9	339,366	9	339,366
<b>LIMITED-TERM POSITIONS:</b>											
<b>TOTAL LIMITED-TERM</b>		0	0	0	0	0	0	0	0	0	0
<b>TOTAL INCLUDING LIMITED-TERM</b>		11	407,167	11	399,692	9	342,894	9	339,366	9	339,366

**OFFICE OF COMMISSIONER #4, PUBLIC SAFETY (191)**

General Fund (101)

PUBLIC SAFETY

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$522,300	\$538,144	\$534,230	\$542,543	\$542,543
<i>External Materials and Services</i>	48,520	32,396	26,543	27,050	27,050
<i>Internal Materials and Services</i>	51,305	63,149	64,190	102,589	108,224
<i>Capital Outlay</i>	8,993	0	4,000	4,500	4,500
<i>Cash Transfers--Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$631,118</b>	<b>\$633,689</b>	<b>\$628,963</b>	<b>\$676,682</b>	<b>\$682,317</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	12	10	10	10	10
<i>Discretionary</i>	12	10	10	10	10
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		633,689	628,963	676,682	682,317
<b><i>Total Discretionary Resources</i></b>		<b>\$633,689</b>	<b>\$628,963</b>	<b>\$676,682</b>	<b>\$682,317</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$633,689</b>	<b>\$628,963</b>	<b>\$676,682</b>	<b>\$682,317</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$554,865	\$566,672	\$618,965	\$624,600
<i>Interstate Firehouse Cultural Center (IFCC)</i>		78,824	62,291	57,717	57,717
<b><i>TOTAL PROGRAMS</i></b>		<b>\$633,689</b>	<b>\$628,963</b>	<b>\$676,682</b>	<b>\$682,317</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Commissioner of Public Safety includes administrative support necessary to the Commissioner's meeting the mandates of the Charter of the City of Portland. The Commissioner is responsible for the administration of the Bureaus of Fire, Rescue and Emergency Management, Emergency Communications, Buildings, Licenses, Purchases & Stores.

The Office of the Commissioner of Public Safety is comprised of two programs: 1) Administration and 2) the Interstate Firehouse Cultural Center. The Interstate Firehouse Cultural Center is requested as an add package in FY 1990-91, as General Fund support for this program was withdrawn in accordance with decisions made in FY 1989-90. The program is requested to be funded by \$4,574 less than the current revised budget. This is possible due to decreases in facilities and communications costs.

The Office of the Commissioner of Public Safety's budget is \$53,354 higher than the current year's revised budget. The increase results from the new application of City Hall Rent, as well as increased inflation and risk management.

## OFFICE OF COMMISSIONER #4, PUBLIC SAFETY (191)

General Fund (101)

PUBLIC SAFETY

*APPROPRIATION SUMMARY*

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### PERFORMANCE OBJECTIVES

The Office of the Commissioner of Public Safety intends to complete the following top top priority projects in FY 1990-91:

1. Continue to fulfill policy setting legislative and Bureau management responsibilities.
2. Continue to respond the public inquiries and complaints
3. Continue to conduct community forums and outreach efforts
4. Continue to fulfill the Commissioner's role as a community leader

**OFFICE OF COMMISSIONER #4, PUBLIC SAFETY (191)**

General Fund (101)

**PUBLIC SAFETY****PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$554,865	\$566,672	\$618,965	\$624,600
<i>General Fund Discretionary Expenditures</i>	554,865	566,672	618,965	624,600
<i>Authorized Full-Time Positions</i>	9.00	9.00	9.00	9.00
<i>Performance/Workload Measures:</i>				
Citizen Contacts	3,750	4,000	4,000	4,000
Citizen Problems Resolved	820	900	900	900

The Administration program is responsible for carrying out the legislative, policy setting, management, citizen relations and civic leadership responsibilities of the Commissioner as contained in Chapter 2 of the City Charter.

The program has increased by \$57,928 over the current year due to risk management, City Hall rent and inflation provisions.

**INTERSTATE FIREHOUSE CULTURAL CENTER (IFCC)**

<i>Total Expenditures</i>	\$78,824	\$62,291	\$57,717	\$57,717
<i>General Fund Discretionary Expenditures</i>	78,824	62,291	57,717	57,717
<i>Authorized Full-Time Positions</i>	1.00	1.00	1.00	1.00
<i>Performance/Workload Measures:</i>				
Plays Produced	8	8	8	8
Art Exhibits Sponsored	12	12	12	12
Classes Conducted	30	30	30	30
Summer Youth Camps	2	2	2	2

The IFCC is a multi-media, multi-cultural arts center unique to the Portland area. The center emphasizes minority and disadvantaged population group programs of theatre and visual arts. The facility includes a performing arts theatre and visual arts exhibition gallery. Classes and community based activities are also sponsored that showcase the diverse ethnic composition of the City through the arts. The purpose of the IFCC is to continue to provide the community with a creative and innovative program of plays, art exhibits, classes, etc. which highlight the cultural diversity of Portland.

General Fund support for this program is used to provide a Recreational Instructor and fixed and facility costs. Grants and program income are used to underwrite production costs. The IFCC program will be transferred to the Parks Bureau in FY 1991-92.

The funding level for the program's budget is \$4,574 less than the current revised level of appropriation. This is due to decreases in facilities management and communications costs.

# OFFICE OF COMMISSIONER #4, PUBLIC SAFETY (191)

General Fund (101)

PUBLIC SAFETY

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$397,112	\$391,215	\$389,228	\$381,470	\$381,470
5120 Part-Time Employees	2,667	6,117	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	122,521	140,812	145,002	161,073	161,073
<b>Total Personal Services</b>	<b>\$522,300</b>	<b>\$538,144</b>	<b>\$534,230</b>	<b>\$542,543</b>	<b>\$542,543</b>
5210 Professional Services	\$5,597	\$500	\$1,500	\$2,300	\$2,300
5220 Utilities	6,960	6,517	4,567	4,600	4,600
5230 Equipment Rental	0	0	250	0	0
5240 Repair & Maintenance	1,521	708	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	23,689	16,008	3,046	3,300	3,300
5310 Office Supplies	2,444	1,582	5,500	5,500	5,500
5320 Operating Supplies	649	634	750	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	1,999	3,526	1,850	1,850	1,850
5410 Education	551	1,052	1,000	1,000	1,000
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	4,178	1,659	5,960	6,500	6,500
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	932	210	2,120	2,000	2,000
<b>Subtotal External Materials &amp; Services</b>	<b>\$48,520</b>	<b>\$32,396</b>	<b>\$26,543</b>	<b>\$27,050</b>	<b>\$27,050</b>
5510 Fleet Services	\$11,321	\$9,665	\$11,427	\$10,063	\$10,063
5520 Printing/Distribution	19,714	21,164	21,144	23,902	23,902
5530 Facilities Services	0	0	0	29,189	34,824
5540 Communications	17,750	19,594	15,944	16,683	16,683
5550 Data Processing	359	203	600	604	604
5560 Insurance	1,281	10,451	13,449	22,148	22,148
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	880	2,072	1,626	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$51,305</b>	<b>\$63,149</b>	<b>\$64,190</b>	<b>\$102,589</b>	<b>\$108,224</b>
<b>Total Materials &amp; Services</b>	<b>\$99,825</b>	<b>\$95,545</b>	<b>\$90,733</b>	<b>\$129,639</b>	<b>\$135,274</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	8,993	0	4,000	4,500	4,500
<b>Total Capital Outlay</b>	<b>\$8,993</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$4,500</b>	<b>\$4,500</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$631,118</b>	<b>\$633,689</b>	<b>\$628,963</b>	<b>\$676,682</b>	<b>\$682,317</b>

# OFFICE OF COMMISSIONER #4, PUBLIC SAFETY (191)

General Fund (101)

PUBLIC SAFETY

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	55,984	1	56,877	1	58,635	1	58,635	1	58,635
0824	Executive Assistant	1	37,981	1	46,637	1	47,837	1	48,256	1	48,256
0823	Commissioner's Assistant III	5	155,778	3	88,643	3	90,525	2	88,816	2	88,816
0822	Commissioner's Assistant II	1	35,934	2	115,158	2	104,674	2	99,110	2	99,110
0821	Commissioner's Assistant I	2	60,384	1	30,794	1	32,446	2	31,845	2	31,845
0230	Administrative Secretary	1	21,918	1	23,499	1	25,554	1	24,274	1	24,274
4327	Recreation Instructor III	1	29,133	1	29,607	1	29,557	1	30,534	1	30,534
TOTAL FULL-TIME POSITIONS		12	397,112	10	391,215	10	389,228	10	381,470	10	381,470
<u>LIMITED TERM POSITIONS:</u>											
TOTAL LIMITED-TERM		0	0	0	0	0	0	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		12	397,112	10	391,215	10	389,228	10	381,470	10	381,470



**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$336,918	\$476,372	\$560,503	\$569,132	\$569,132
<i>External Materials and Services</i>	200,619	1,800,251	1,805,792	1,404,915	1,582,915
<i>Internal Materials and Services</i>	20,904	54,676	59,917	58,079	58,079
<i>Capital Outlay</i>	0	3,869	11,462	2,100	2,100
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$558,441</b>	<b>\$2,335,168</b>	<b>\$2,437,674</b>	<b>\$2,034,226</b>	<b>\$2,212,226</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	8	11	11	11	11
<i>Discretionary</i>	0	3	1	1	1
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		\$1,681,874	\$1,597,455	\$1,226,226	\$1,404,226
<b>Total Discretionary Resources</b>		<b>\$1,681,874</b>	<b>\$1,597,455</b>	<b>\$1,226,226</b>	<b>\$1,404,226</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		83,859	95,306	0	0
<i>Contracts</i>		91,144	112,000	105,926	105,926
<i>Interagency Services</i>		478,291	632,913	702,074	702,074
<b>TOTAL FUNDING</b>		<b>\$2,335,168</b>	<b>\$2,437,674</b>	<b>\$2,034,226</b>	<b>\$2,212,226</b>
<b><u>PROGRAMS</u></b>					
<i>HCD Administration</i>		\$420,001	\$443,575	\$504,622	\$504,622
<i>Neighborhood Revitalization</i>		0	127,733	122,033	132,033
<i>Resource Development</i>		0	61,605	75,419	75,419
<i>City-School Liaison</i>		73,879	76,655	82,857	82,857
<i>Youth Service Centers</i>		700,000	500,000	300,000	300,000
<i>CHIERS</i>		35,000	35,000	35,000	35,000
<i>NE Workforce Center</i>		0	45,000	45,000	45,000
<i>Private Industry Council</i>		0	270,000	391,295	541,295
<i>Southeast Asian Outreach</i>		0	0	16,000	16,000
<i>Aging Services</i>		570,290	373,280	40,000	40,000
<i>Council for Prostitution Alternatives</i>		207,711	186,000	179,000	179,000
<i>Emergency Shelter Grants</i>		90,495	95,306	0	0
<i>Emergency Services</i>		118,000	118,000	118,000	136,000
<i>Business Retention</i>		0	0	125,000	125,000
<i>Historical Programs</i>		119,792	105,520	0	0
<b>TOTAL PROGRAM</b>		<b>\$2,335,168</b>	<b>\$2,437,674</b>	<b>\$2,034,226</b>	<b>\$2,212,226</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Community Development (BCD) is a General Fund agency providing services to low-income residents and neighborhoods in the City of Portland. It provides direction and staff support to the City's Housing and Community Development (HCD) Block Grant program and manages the HCD Fund, which allocates about \$10 million of federal dollars each year to needy individuals and

## BUREAU OF COMMUNITY DEVELOPMENT (540)

General Fund (101)

Finance and Administration

APPROPRIATION SUMMARY

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neighborhoods. It is also responsible for many of the human service programs that originally were budgeted as General Fund special appropriations or in the former Bureau of Human Resources.

The Adopted Budget for the Bureau of Community Development totals \$2,212,226 in fiscal year 1990-91, compared with \$2,437,674 in the current year. The portion of the BCD budget that draws on discretionary General Fund resources is planned to be \$1,404,226 next year, compared with \$1,597,455 this year. In 1990-91, the Bureau will continue to carry out most of its business through contracts or interagency agreements, and the number of staff members is planned to stay constant at 11.

The 1990-91 BCD budget has three notable features. First, it continues funding for programs that support the Neighborhood Revitalization Strategy. This strategy is an approach that concentrates both new and existing programs on improving the livability and economic viability of target neighborhoods--initially in the inner North and Northeast areas of the City. The neighborhood revitalization strategy also includes efforts to attract funding and attention to the target areas by other government agencies and private sector organizations such as the Chamber of Commerce, United Way, private banks and foundations. The budgetary impact of this approach on the City is spread throughout several agencies--not only BCD and HCD but also the Bureaus of Planning, Buildings, and Police and the Portland Development Commission have programs oriented to the inner North and Northeast areas. Because neighborhood revitalization is a strategy rather than a specific program, it is difficult to estimate the budgetary impact, but a conservative estimate is that over \$3.0 million in City funds is planned to be spent in the coming fiscal year for programs that are consistent with the neighborhood revitalization emphasis. In addition to the direct expenditures in the City budget, the combined efforts of several local agencies have attracted a \$3.75 million federal Nehemiah Housing Opportunity Grant, which will be used by the Northeast Community Development Corporation to build or reconstruct 250 low-income housing units over the next three years. The implementation of that project will begin in fiscal year 1990-91, and the City will be supporting it with technical assistance and \$250,000 in HCD funding to the Northeast CDC. The Bureau estimates that the \$3.75 million in federal dollars will leverage approximately \$7.5 million in private investment in the target areas.

The 1990-91 BCD budget has two other notable features. First, the General Fund will be assuming funding responsibility for four programs, totaling \$391,000, that have been funded by federal grants in the past but were in danger of elimination because of cutbacks in federal funding. One is the Self-Enhancement program, a \$200,342 program operated by the Private Industry Council aimed at youth who are at risk of association with gangs. In the past, this program was entirely funded by the HCD Fund through the federal Block Grant program. In 1990-91, the \$200,342 total City cost will be split between the General Fund (\$100,000) and the HCD Fund (\$100,342). A second program shifted from the HCD Fund to the General Fund is the Southeast Asian Outreach, a \$16,000 program targeted at youth at risk of joining the Asian youth gangs. The third program shifted from the HCD Fund is the \$125,000 Business Retention program operated by the Portland Development Commission. Unlike other HCD programs, the Business Retention program is not targeted to particular neighborhoods or individuals but instead provides economic development expertise and business assistance on a citywide basis. Finally, \$150,000 in General Fund dollars are included to continue the Private Industry Council's Youth at Risk program, which formerly received federal Job Partnership Training Act (JPTA) funds.

The final notable feature of the BCD budget is the continuation of several human service programs in the City budget, pending a satisfactory resolution of the question of funding responsibility between City and County. The City's participation in the County's Aging Services program is funded at a 5% increase from

## BUREAU OF COMMUNITY DEVELOPMENT (540)

General Fund (101)

Finance and Administration

### APPROPRIATION SUMMARY

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the current year, from \$373,000 to \$391,719. Of that amount, \$351,719 is included in the Parks Bureau budget, roughly corresponding to the operation of the Senior Centers, while \$40,000 remains in the BCD budget, corresponding to the door-to-door transportation assistance program. The Council for Prostitution Alternatives is also included in the 1990-91 Budget for \$179,000, of which \$93,000 (the same as this year) will come from the discretionary General Fund resources. Excluding the carryover of \$18,000 currently under contract, the Emergency Services program is budgeted for level funding at \$118,000, as is the \$35,000 CHIERS contract for alcohol detoxification services. Finally, the 1990-91 Budget contains \$300,000 for the County's Youth Services Centers program, pursuant to an agreement with the County under which the City's participation drops by \$200,000 per year. In total, the discretionary General Fund budget--both BCD and the part of Aging Services transferred to Parks--contains \$919,000 in funding for human services.

### BUREAU PERFORMANCE OBJECTIVES

#### Housing

1. Provide technical and funding assistance to the Northeast Community Development Corporation in the first-year implementation of the Nehemiah Opportunity Grant project, in order to increase homeownership opportunities for first-time home buyers.
2. Through technical and funding support, increase the capacity of other non-profit community development corporations to provide low-income housing opportunities.

#### Neighborhood Improvements

1. Complete all existing neighborhood capital projects currently committed from the HCD program.
2. Begin planning for future capital projects in newly annexed neighborhoods, by initiating neighborhood plans for Brentwood-Darlington and Cully neighborhoods during FY 1990-91.

#### Economic Development

1. Increase employment opportunities, particularly for low-income inner Northeast Portland residents, by funding and monitoring the Northeast Special Projects and JobNet programs.

#### Community Services

1. Maintain funding for basic services needed by low-income persons while remaining in compliance with federal limitations on such programs.
2. Participate in efforts to resolve the issue of funding for human services programs, under City-County Resolution A.

#### Neighborhood Revitalization

1. Begin a concentrated revitalization effort in at least one selected target area, beginning in inner Northeast Portland, with housing, economic development, and basic needs programs.

#### Resource Development

1. Increase financial and technical assistance for community development activities, from non-City sources, by 10% during FY 1990-91.

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>HCD ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$420,001	\$443,575	\$504,622	\$504,622
<i>General Fund Discretionary Expenditures</i>	(58,290)	0	0	0
<i>Authorized Full-Time Positions</i>	7.00	7.00	7.00	7.00
<i>Performance/Workload Measures:</i>				
Pct. Completion of Required Reports	100%	100%	100%	100%
Number of Audit Exceptions	0	0	0	0
Number of Fair Housing Calls Handled	*	500	525	525
Number of Fair Housing Workshops	*	5	6	6
Number of On-site Monitorings	5	10	15	15

This program administers the \$10 million Housing and Community Development (HCD) Block Grant. The Administration staff prepares the City's annual HCD federal grant application, monitors the performance of all agencies receiving HCD funding, provides policy analysis and staff support to the HCD Citizens Advisory Committee and City Council on matters dealing with low-income residents or neighborhoods, and ensures that all HUD and federal regulations are met, including fiscal, record-keeping, and reporting requirements. In addition, the Administration staff oversees the various human services programs that are part of the BCD budget but not linked to the HCD program. This program will be funded at the current service level in 1990-91. Its expenses are reimbursed by the HCD Fund.

**NEIGHBORHOOD REVITALIZATION**

<i>Total Expenditures</i>	\$0	\$127,733	\$122,033	\$132,033
<i>General Fund Discretionary Expenditures</i>	0	0	0	10,000
<i>Authorized Full-Time Positions</i>	0.00	2.00	2.00	2.00
<i>Performance/Workload Measures:</i>				
No. of Revitalization Panel Meetings	*	*	12	12
No. Technical Advisory Committee Meetings	*	*	16	16
Complete Annual Report to City Council	*	*	1	1
No. Agreements Monitored Related to Program	*	*	6	6
No. Meetings with Community Interest Groups	*	*	24	24

The Neighborhood Revitalization Program is an inter-jurisdictional effort to coordinate and concentrate program delivery in response to neighborhood livability issues. The Portland Metropolitan Chamber of Commerce, Housing Authority of Portland, United Way of the Columbia-Willamette, Portland Public Schools, and Multnomah County are active participants in the Revitalization program. The program requires extensive contact with citizens and community-based interest groups.

The City provides the coordinating staff support for the program. This section staffs the Revitalization Panel and Technical Advisory Committee, monitors implementation of programs through interagency agreements and contracts, and prepares reports and informational materials. The 1990-91 Budget provides for the same level of staffing as in the current year. It is reimbursed by the HCD Fund.

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCE DEVELOPMENT</u></b>				
<i>Total Expenditures</i>	\$0	\$61,605	\$75,419	\$75,419
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	1.00	1.00	1.00
<i>Performance/Workload Measures:</i>				
No. of Non-Profit Housing Groups Assisted	*	8	12	12
No. Portland Rehab Network Meetings Staffed	*	6	8	8
No. of Funding Opportunities Secured from Non-City Sources for Comm. Dev. Programs	*	12	12	12

The Resource Development program seeks to create new sources of funding with non-City dollars to supplement the City's HCD dollars. This is in response to the declining federal dollars available through the block grants. A primary emphasis of the program is the creation of public-private partnerships to leverage HCD grants with dollars from financial institutions, foundations, and corporations in support of non-profit community development corporations (CDCs). This program also provides technical assistance to the CDCs. The 1990-91 Budget provides for the same level of staffing for this program as in 1989-90, with additional dollars for a consultant contract with the Enterprise Foundation of Columbia, Maryland. The program is reimbursed by the HCD Fund.

**CITY-SCHOOL LIAISON**

<i>Total Expenditures</i>	\$73,879	\$76,655	\$82,857	\$82,857
<i>General Fund Discretionary Expenditures</i>	64,735	57,655	62,931	62,931
<i>Authorized Full-Time Positions</i>	1.00	1.00	1.00	1.00
<i>Performance/Workload Measures:</i>				
No. Leaders Roundtable/Other Meetings Staffed	66	32	52	52
No. Pilot Projects Coordinated	3	2	2	2
Pct. of Portland Investment Program Participants Retained in School	*	90%	90%	90%
Pct. of Portland Investment Programs Targeted to Designated Neighborhoods	*	80%	80%	80%
No. Constituent & School Contacts	*	100	100	100

The City-School Liaison program coordinates the Leaders Roundtable and the Portland Investment Plan to reduce youth unemployment. The Leaders Roundtable is a cooperative effort of the City, Multnomah County, Portland School District #1, the Private Industry Council, and the Chamber of Commerce to reduce school dropouts and increase youth training and employment. In the 1990-91 Budget, this program is funded at the current service level. The School District and Private Industry Council jointly pay for half of the City-School Liaison's salary, totalling \$19,926, while the remaining cost of the program is funded from discretionary General Fund resources.

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>YOUTH SERVICE CENTERS</u></b>				
<i>Total Expenditures</i>	\$700,000	\$500,000	\$300,000	\$300,000
<i>General Fund Discretionary Expenditures</i>	700,000	500,000	300,000	300,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
No. Juvenile Offenders Diverted from Juvenile Justice System	*	1,500	1,500	1,500
No. Families Assisted in Problem Solving	*	2,000	2,000	2,000
No. of Service Hours Provided	*	50,000	50,000	50,000
No. of Victims Compensated	*	200	200	200
No. of Volunteers Actively Involved	*	500	500	500

The Youth Service Centers program provides funding to the County to help support five Youth Service Centers, which provide a range of services including Court Diversion, counseling, employment assistance, Big Brother/Big Sister, educational assistance, recreation, and substance abuse prevention to youth ages 10 to 18 and their families. Under an existing agreement with the County, City funding for this program will phase out by FY 1992-93. The \$300,000 amount budgeted for 1990-91 is consistent with that agreement. Funding for this agreement comes from discretionary General Fund dollars.

**CHIERS**

<i>Total Expenditures</i>	\$35,000	\$35,000	\$35,000	\$35,000
<i>General Fund Discretionary Expenditures</i>	35,000	35,000	35,000	35,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
No. of Emergency Calls	304	300	325	325
No. of Non-Emergency Calls	1,764	2,000	2,000	2,000
Pct. of Time Unit is Available	95%	95%	95%	95%
No. of Individuals Evaluated	4,868	5,000	5,000	5,000

This program provides funding for a contract with Multnomah County and, indirectly, with Hooper Detoxification Center for inebriate pickup services. The contract amount budgeted for 1990-91 is \$35,000 from discretionary General Fund resources, the same as in the current year, pending a satisfactory resolution of the question of funding responsibility between City and County.

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>NE WORKFORCE CENTER</u></b>				
<i>Total Expenditures</i>	\$0	\$45,000	\$45,000	\$45,000
<i>General Fund Discretionary Expenditures</i>	0	45,000	45,000	45,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
No. of Service Agencies Contacted for Network Development	*	*	30	30
No. Clients Referred to Service Agencies	*	*	2,000	2,000
No. of Clients Receiving In-Depth Counseling and Advocacy	*	*	400	400

This program provides operating support to the Northeast Workforce Center, a project of the Northeast Coalition of Neighborhoods. Its purpose is to provide coordinated information and referral services to connect job seekers in Northeast Portland to job training, placement and social service programs. A particular emphasis of the Workforce Center is to help clients overcome barriers to employment such as lack of child care, transportation, or health care. The City Council appropriated \$45,000 for this project in 1989-90 and stated its intention to provide an additional \$45,000 from discretionary General Fund resources in 1990-91.

**PRIVATE INDUSTRY COUNCIL**

<i>Total Expenditures</i>	\$0	\$270,000	\$391,295	\$541,295
<i>General Fund Discretionary Expenditures</i>	0	270,000	391,295	541,295
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
<i>No. of Youth Participating In:</i>				
Outside In	26	15	25	25
Graffiti Project	*	15	15	15
AMA Neighborhood Committee	*	28	28	28
Self Enhancement	*	*	160	160
Individual Work Experience/Continuum	*	60	75	75

This provides discretionary General Fund support for several youth programs operated by the Private Industry Council to provide alternatives to gang involvement, including the Graffiti Project, the Self-Enhancement program, and the Individual Work Experience/Continuum program. These programs were developed by the Leaders Roundtable. The amount of this program is budgeted to increase by \$271,295 from 1989-90 to 1990-91, primarily because the General Fund is absorbing the impact of federal grant reductions. This shifting of funding sources is seen in the Self-Enhancement program (\$100,000 of discretionary General Fund support replacing HCD Block Grant dollars) and the Youth at Risk program (\$150,000 of General Fund dollars replacing federal Job Training Partnership Act funds).

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SOUTHEAST ASIAN OUTREACH</u></b>				
<i>Total Expenditures</i>	\$0	\$0	\$16,000	\$16,000
<i>General Fund Discretionary Expenditures</i>	0	0	16,000	16,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00

This is a summer program to involve in constructive activities youth who are at risk of association with the Asian youth gangs. This was funded by the HCD Fund in 1989-90 but, due to shrinking resources in that fund, is not slated for HCD funding in 1990-91. The discretionary General Fund contribution to this program in 1990-91 is \$16,000.

**AGING SERVICES**

<i>Total Expenditures</i>	\$570,290	\$373,280	\$40,000	\$40,000
<i>General Fund Discretionary Expenditures</i>	570,290	373,280	40,000	40,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Case Management Hours	13,254	7,073	0	0
Legal Assistance Hours	*	721	0%	0%
No. of Rides Given	*	18,580	18,580	18,580
No. of Information/Referral Contacts	23,835	29,981	0	0
No. of Volunteer Hours	*	6,780	0%	0%

Under the Aging Services program, the City has provided funding from discretionary General Fund dollars for the County's Aging Services Division. The Aging Services Division provides a comprehensive range of community-based preventive and support services designed to address the needs of and promote the independence of those who are 60 or older as well as younger, disabled adults. These services have included the operation of Senior Service Centers, legal assistance and advocacy, central information and referral resource file, and door-to-door transportation. The 1990-91 budget provides for the City to continue funding the Aging Services program at the current level plus a 5% inflation adjustment (\$391,719), pending a satisfactory resolution of the funding responsibility issue between City and County. Also in the 1990-91 Budget, the City's contribution has been divided between the Bureau of Community Development budget and the Bureau of Parks budget, with the portion corresponding to the operation of the Senior Centers (\$351,719) being transferred to the Parks Bureau, while the portion pertaining to the door-to-door transportation service (\$40,000) remaining in the BCD budget.



**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>COUNCIL FOR PROSTITUTION ALTERNATIVES</u></b>				
<i>Total Expenditures</i>	\$207,711	\$186,000	\$179,000	\$179,000
<i>General Fund Discretionary Expenditures</i>	125,711	93,000	93,000	93,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Percent Increase in CPA Graduates	11%	*	*	*
Percent Decrease in Drop-Outs	17%	*	*	*
<i>No. of Participants Graduating from Phases:</i>				
Phase I (Outreach, Education)	*	70	214	214
Phase II (180 Days Assist)	*	60	71	71
Phase III (90 Days Treatment)	*	50	60	60
Phase IV (Follow-up)	*	25	30	30

This program provides funding for the Council for Prostitution Alternatives, which is a private, non-profit corporation funded by the City and Multnomah County. It provides opportunities for prostitutes and their children to achieve legal and viable lifestyles by training, purchasing services, providing case management, coordinating the provision of services, and by maintaining a community office to assist neighborhoods and businesses to work together to address prostitution. The 1990-91 budget funds this program with \$93,000 in discretionary General Fund dollars, equal to the current year, pending a satisfactory resolution of the question of funding responsibility between City and County.

**EMERGENCY SHELTER GRANTS**

<i>Total Expenditures</i>	\$90,495	\$95,306	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	6,636	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
None Submitted				

This program uses federal grant dollars under the Stewart McKinney Homeless Assistance Act to supplement the City's funding (through the HCD program) of emergency shelters for the homeless. While this is an annual entitlement program, the grant is typically received and appropriated after the beginning of the fiscal year, so no amount is assumed yet in the 1990-91 Budget.

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EMERGENCY SERVICES</u></b>				
<i>Total Expenditures</i>	\$118,000	\$118,000	\$118,000	\$136,000
<i>General Fund Discretionary Expenditures</i>	118,000	118,000	118,000	136,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
No. of Individuals Served	*	1,000	1,000	1,000
No. of Households Served	*	*	4,000	4,000
Shelter Bed Nights (# of Nights x # of Beds)	*	*	9,000	9,000

The Emergency Services program consists of funding for contracts with local non-profit agencies who provide emergency basic needs (such as shelter, energy assistance, and food) for needy individuals. This program uses discretionary General Fund resources. As with most of the other human services programs administered by BCD, the 1990-91 budget funds these services at the current level (excluding the carryover of \$18,000 currently under contract), pending a satisfactory resolution of the question of funding responsibility between City and County.

**BUSINESS RETENTION**

<i>Total Expenditures</i>	\$0	\$0	\$125,000	\$125,000
<i>General Fund Discretionary Expenditures</i>	0	0	125,000	125,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
No. of Companies Contacted for Survey	*	*	3,000	3,000
No. of Companies Assisted	*	*	200	200

This is a new program proposed for the BCD budget, but it has existed for several years under contract between the HCD Fund and the Portland Development Commission, whose Economic Development staff operates the program. Because of cutbacks in the HCD Fund, however, and the fact that the business retention program meets a citywide need rather than being targeted to low-income neighborhoods or individuals, the 1990-91 Budget funds it from \$125,000 of discretionary General Fund resources. It supports two staff positions and related expenses. Their work program for 1990-91 includes providing assistance and information to 200 Portland companies, publish the Portland Resource Directory, survey over 3,000 City businesses regarding their potential for expansion and need for assistance, provide staff support to the Mayor's Economic Development Advisory Committee, and publish a manual for new and start-up businesses entitled "How to Do Business in Portland."

**BUREAU OF COMMUNITY DEVELOPMENT (540)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>HISTORICAL PROGRAMS</u></b>				
<i>Total Expenditures</i>	\$119,792	\$105,520	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	119,792	105,520	0	0
<i>Authorized Full-Time Positions</i>	3.00	0.00	0.00	0.00

This is a collection of programs formerly funded or requested for funding in the Bureau of Community Development but not included in the 1990-91 Budget. In past years, it includes the Alternative Community Services program, a criminal offender work-service program that is now operated by the County. It also includes a one-time challenge grant from the City to the House of Umoja in 1989-90 to establish a youth shelter, as well as the former Human Services Coordinator position and program that was eliminated in the 1989-90 budget process.

# BUREAU OF COMMUNITY DEVELOPMENT (540)

General Fund (101)

Finance and Administration

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$252,603	\$346,978	\$395,027	\$398,306	\$398,306
5120 Part-Time Employees	0	0	8,063	8,952	8,952
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	218	0	0	0
5170 Benefits	84,315	129,176	157,413	161,874	161,874
<b>Total Personal Services</b>	<b>\$336,918</b>	<b>\$476,372</b>	<b>\$560,503</b>	<b>\$569,132</b>	<b>\$569,132</b>
5210 Professional Services	\$8,550	\$12,056	\$3,000	\$68,000	\$68,000
5220 Utilities	39	157	8,562	0	0
5230 Equipment Rental	100	0	1,200	0	0
5240 Repair & Maintenance	2,170	3,080	3,900	3,570	3,570
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	135,081	1,608,148	1,719,624	1,261,295	1,439,295
5310 Office Supplies	1,388	2,462	3,969	5,050	5,050
5320 Operating Supplies	363	378	0	0	0
5330 Repair & Maintenance Supplies	2	0	0	0	0
5340 Minor Equipment	0	0	700	0	0
5350 Clothing	260	329	0	0	0
5390 Other Commodities	1,155	1,508	1,500	2,600	2,600
5410 Education	1,827	3,233	3,000	5,500	5,500
5420 Local Travel	740	887	3,800	3,500	3,500
5430 Out-of-Town Travel	3,290	8,566	9,000	9,000	9,000
5440 External Rent	40,141	37,053	38,373	32,400	32,400
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	5,513	122,394	9,164	14,000	14,000
<b>Subtotal External Materials &amp; Services</b>	<b>\$200,619</b>	<b>\$1,800,251</b>	<b>\$1,805,792</b>	<b>\$1,404,915</b>	<b>\$1,582,915</b>
5510 Fleet Services	\$5,398	\$5,117	\$3,616	\$2,034	\$2,034
5520 Printing/Distribution	7,175	14,936	20,646	24,010	24,010
5530 Facilities Services	0	0	0	0	0
5540 Communications	7,801	14,233	12,102	13,140	13,140
5550 Data Processing	0	0	189	669	669
5560 Insurance	0	1,808	2,091	18,226	18,226
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	18,582	21,273	0	0
5590 Other Fund Services	530	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$20,904</b>	<b>\$54,676</b>	<b>\$59,917</b>	<b>\$58,079</b>	<b>\$58,079</b>
<b>Total Materials &amp; Services</b>	<b>\$221,523</b>	<b>\$1,854,927</b>	<b>\$1,865,709</b>	<b>\$1,462,994</b>	<b>\$1,640,994</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	3,869	11,462	2,100	2,100
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$3,869</b>	<b>\$11,462</b>	<b>\$2,100</b>	<b>\$2,100</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$558,441</b>	<b>\$2,335,168</b>	<b>\$2,437,674</b>	<b>\$2,034,226</b>	<b>\$2,212,226</b>

# BUREAU OF COMMUNITY DEVELOPMENT (540)

General Fund (101)

Finance and Administration

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
3245	Director of Community Develop.	1	46,369	1	47,178	1	48,547	1	48,547	1	48,547
7481	Community Specialist II	1	22,376	1	23,644	0	0	0	0	0	0
7482	Human Services Coordinator	0	0	1	25,677	0	0	0	0	0	0
3244	HCD Coordinator	3	101,414	3	105,408	5	195,078	5	195,078	5	195,078
3243	HCD Representative	1	29,659	1	30,360	1	30,360	1	31,304	1	31,304
0863	Grants Analyst	1	32,257	1	33,763	1	35,859	1	35,859	1	35,859
0813	City School Liaison	0	0	1	39,067	1	39,067	1	40,052	1	40,052
0222	Secretarial Assistant	1	20,528	1	22,488	2	46,116	2	47,466	2	47,466
0221	Secretarial Clerk II	0	0	1	19,393	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		8	252,603	11	346,978	11	395,027	11	398,306	11	398,306
LIMITED-TERM POSITIONS		0	0	0	0	0	0	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		8	252,603	11	346,978	11	395,027	11	398,306	11	398,306

**ENERGY OFFICE (302)**General Fund (101,  
Public Affairs**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$204,756	\$215,782
<i>External Materials and Services</i>	0	0	0	68,967	53,509
<i>Internal Materials and Services</i>	0	0	0	41,017	40,117
<i>Capital Outlay</i>	0	0	0	0	0
<i>Cash Transfers- Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$314,740</b>	<b>\$309,408</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	5	5
<i>Discretionary</i>	0	0	0	1.6	1.6
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		0	0	100,397	100,397
<i>Total Discretionary Resources</i>		\$0	\$0	\$100,397	\$100,397
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	0	192,343	175,984
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	22,000	33,027
<b>TOTAL FUNDING</b>		<b>\$0</b>	<b>\$0</b>	<b>\$314,740</b>	<b>\$309,408</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		0	\$0	\$100,397	\$100,397
<i>Energy Efficiency</i>		0	0	214,343	197,984
<i>Block-By-Block Administration</i>		0	0	0	11,027
<b>TOTAL PROGRAMS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$314,740</b>	<b>\$309,408</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Energy Office provides a wide range of services including staff support to the Portland Energy Commission, program planning and development and maintaining relations with private utilities, the Oregon PUC, Oregon Department of Energy, Bonneville Power Administration, and other energy/environmental organizations. The Office also operates two weatherization programs, a grant-funded multi-family weatherization program and a City-funded low - income family weatherization effort. The Energy Office will be implementing the Energy Policy (which will be effective in May of 1990). The Energy Office is represented here as a separate appropriation unit apart from the Office of the Commissioner of Public Affairs.

The Energy Office's 1990-91 budget request is \$24,719 higher than the current revised budget. The increase is mainly due to general inflation, risk management increases and COPPEA settlement provisions.

**PERFORMANCE OBJECTIVES**

In FY 1990-91, the Energy Office intends to:

1. Implement the new Energy Policy

**ENERGY OFFICE (302)**

General Fund (101)

Public Affairs

***APPROPRIATION SUMMARY***

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2. Weatherize 240 houses in four neighborhoods through the Block-By-Block program.
3. Facilitate weatherization of 1,500 low to moderate income apartments units through the Multi-Family Weatherization program.
4. Conduct alternative fuels demonstration project using at least five fleet automobiles.
5. Facilitate recycling programs for 200 multi-family buildings.
6. Develop funding proposals for implementing City energy-efficient programs such as the following:
  - a. Determine total energy use and costs for municipal facilities and set up a system to track use and costs for major City facilities.
  - b. Work with General Services and other Bureaus to acquire energy audits and identify energy-saving measures in City buildings and facilities and seek funding for improvements such as re-establishing the set-aside fund.
7. Develop funding proposals for implementing two new energy efficiency programs in the multi-family, commercial, or non-profit business sectors.

**ENERGY OFFICE (302)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$0	\$0	\$100,397	\$100,397
<i>General Fund Discretionary Expenditures</i>	0	0	100,397	100,397
<i>Authorized Full-Time Positions</i>	0.00	0.00	1.60	2.00
<i>Performance/Workload Measures:</i>				
Energy Commission Meetings	*	*	9	9
Program Development	*	*	4	4
Information and Referral	*	*	400	400

The Administration program provides basic planning, coordination, direction, reporting, budgeting, and program development services for the Energy Office and the Energy Commission. In addition, the Administration program develops funding proposals to implement the Energy Policy.

There is a \$12,036 increase in this program over the FY 1989-90 budget. This is due to increases in risk management and general inflation. Moreover, \$1,552 of the increase is due to COPPEA union settlement in FY 1990-91.

**ENERGY EFFICIENCY**

<i>Total Expenditures</i>	\$0	\$0	\$214,343	\$197,984
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	3.40	2.75
<i>Performance/Workload Measures:</i>				
Training Sessions	*	*	2	2
Advisory Committee Meetings	*	*	2	2
Implementation Strategies Developed	*	*	2	2
Apartment Recycling Stations Set-Up	*	*	200	200
Fleet Vehicles Converted	*	*	5	5
Apartments Weatherized	*	*	1,500	1,500

The Energy Efficiency program provides weatherization and conservation services for City bureaus and the community at large consistent with the direction of the Energy Policy. This program is entirely supported by grant resources.

**BLOCK-BY-BLOCK ADMINISTRATION**

<i>Total Expenditures</i>	\$0	\$0	\$0	\$11,027
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.25
<i>Performance/Workload Measures:</i>				
Houses Weatherized	*	*	*	240

Provides 25% staff support for the Block-By-Block program manager (Technician II).



# ENERGY OFFICE (302)

## General Fund (101)

### Public Affairs

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$142,047	\$150,653
5120 Part-Time Employees	0	0	0	10,437	10,437
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	52,272	54,692
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$204,756</b>	<b>\$215,782</b>
5210 Professional Services	\$0	\$0	\$0	\$0	\$0
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	0	0	500	500
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	0	40,424	40,424
5310 Office Supplies	0	0	0	800	800
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	0	1,832	1,832
5420 Local Travel	0	0	0	1,762	1,762
5430 Out-of-Town Travel	0	0	0	5,850	5,850
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	0	0	17,799	2,341
<b>Subtotal External Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$68,967</b>	<b>\$53,509</b>
5510 Fleet Services	\$0	\$0	\$0	\$2,550	\$2,350
5520 Printing/Distribution	0	0	0	4,378	4,178
5530 Facilities Services	0	0	0	20,280	19,780
5540 Communications	0	0	0	3,948	3,948
5550 Data Processing	0	0	0	269	269
5560 Insurance	0	0	0	9,592	9,592
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,017</b>	<b>\$40,117</b>
<b>Total Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$109,984</b>	<b>\$93,626</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$314,740</b>	<b>\$309,408</b>

## Public Affairs

# OFFICE OF FINANCE & ADMINISTRATION (307)

General Fund (101)

Finance and Administration

## APPROPRIATION SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b><u>EXPENDITURES</u></b>					
Personal Services	\$0	\$0	\$6,123,752	\$7,362,432	\$7,356,144
External Materials and Services	0	0	1,881,735	2,304,026	2,676,065
Internal Materials and Services	0	0	1,762,698	2,339,458	2,339,458
Capital Outlay	0	0	57,480	43,072	67,159
Cash Transfers-Equipment	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,825,665</b>	<b>\$12,048,988</b>	<b>\$12,438,826</b>
<b><u>Authorized Full-Time Positions</u></b>					
Total	0	0	129	158	158
Discretionary	0	0	100.60	102.03	102.03
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
Cost Recovery/Operating Fund		\$0	\$6,333,245	\$6,876,638	\$7,271,142
General Discretionary		0	0	0	0
<b>Total Discretionary Resources</b>		<b>\$0</b>	<b>\$6,333,245</b>	<b>\$6,876,638</b>	<b>\$7,271,142</b>
<b><u>Non-Discretionary Resources</u></b>					
Grants and Donations		0	0	25,000	25,000
Contracts		0	166,487	169,904	169,904
Interagency Services		0	3,325,933	4,977,446	4,972,780
<b>TOTAL FUNDING</b>		<b>\$0</b>	<b>\$9,825,665</b>	<b>\$12,048,988</b>	<b>\$12,438,826</b>
<b><u>PROGRAMS</u></b>					
Administrative Services		\$0	\$6,391,345	\$8,047,863	\$8,081,543
Financial Planning		0	711,055	797,289	797,789
Urban Services		0	467,964	502,431	502,431
Affirmative Action		0	240,054	345,972	345,972
Personnel		0	1,622,539	1,865,686	2,077,836
Debt Management		0	275,699	296,305	360,918
Strategic Planning		0	0	193,442	272,337
Administration		0	117,009	0	0
<b>TOTAL PROGRAM</b>		<b>\$0</b>	<b>\$9,825,665</b>	<b>\$12,048,988</b>	<b>\$12,438,826</b>

### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of Finance and Administration is charged with responsibility for monitoring and managing the City's financial activities to ensure fiscal soundness and integrity; management of the City's personnel system; management of the Affirmative Action Program to ensure representation in the City's workforce of women and minorities; management of the City's Urban Services Program; and management of the City's computer and insurance related services.

In FY 1989-90, reorganization occurred consolidating the Office of Fiscal Administration, Bureau of Personnel, and Bureau of Computer Services into one Appropriation Unit - the Office of Finance and Administration (OF&A). Oversight responsibility of the Bureau of Risk Management was also part of the reorganization, although the Bureau continued to be budgeted separately in the Workers' Compensation and Insurance and Claims Funds. The FY 1990-91 budget consolidates the personnel and related

## OFFICE OF FINANCE & ADMINISTRATION (307)

General Fund (101)

Finance and Administration

### APPROPRIATION SUMMARY

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materials and services costs of Risk Management into OF&A. The Workers' Compensation and Insurance and Claims funds will reimburse the General Fund through Interagency Agreements. The claims costs and related expenses continue to be budgeted in the Workers' Compensation and Insurance & Claims funds.

The FY 1990-91 budget also includes funding for the Strategic Planning Process, which was previously budgeted as a Special Appropriation.

The FY 1990-91 budget request generally reflects current service levels, and provides for some minor enhancements to programs. The 1990-91 budget includes a \$10,000 add package for Affirmative Action training; and an add package of \$46,982 for a position in the Recruitment/Selection section of Personnel to assist with the examination process.

The 1990-91 budget adds a position in Personnel to work on the Injured Worker Program, a program that assists injured workers in returning to work. The position will be funded through an Interagency Agreement with Workers' Compensation. Two new positions are also added to the Computer Services Division, one which is Interagency Funded to support the increased level of system software products that have been added over the last six years, and another to provide PC data base design services for City bureaus and to perform research and testing of new work station hardware and software. A position is added in the Accounting Division, funded by the Health Insurance Fund, to work on retiree and PERS benefits; and a position is added in the Debt Program to work on tax reform compliance, which will be 85% funded by Interagencies with user bureaus. Four new positions are added to the Risk Management section, as recommended by the recently completed performance audit, to be funded by the Insurance & Claims and Workers' Compensation funds.

Changes from the Proposed to the Approved Budget include the addition of \$170,000 to the Personnel Program to aide in the processing of Police Bureau applicants related to Operation Jumpstart. It covers costs for medical and psychological evaluations, postage and personnel. This amount was budgeted as a Special Appropriation in the Proposed Budget.

### BUREAU PERFORMANCE OBJECTIVES

The Office of Finance and Administration's performance objectives are as follows:

- To provide project management in the design and implementation of the City's Strategic Planning Process, which is scheduled for completion by June 30, 1991.
- Increase representation of women and minorities in the City's workforce to reflect availability figures. Quarterly Affirmative Action reports will be submitted to Council reporting results.
- Implementation and continued refinement of the Integrated Business Information System (IBIS) general ledger and budget modules beginning July 1, 1990.

## OFFICE OF FINANCE & ADMINISTRATION (307)

General Fund (101)

Finance and Administration

### *APPROPRIATION SUMMARY*

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- Continued refinement and implementation of program budgeting, including enhancement of performance/workload measures and issues identification in the context of the annual budget manual to be completed in November of 1990.
- Overhaul of the Capital Budget Process, focusing on capital facilities plans, with a revised manual completed in September of 1990.
- Completion of non-represented classification/compensation study by June 30, 1991.
- To enhance the City-wide training function through development of a training plan by the City's Training Committee by September 30, 1990.
- To seek solutions to rising health costs for FY 1990-91, as well as subsequent years.
- Improvement in Workers' Compensation claims handling for FY 1990-91, as well as subsequent years.
- Continued implementation of the Urban Services Policy with the planned annexation of \$125 million in assessed value during FY 1990-91.

**OFFICE OF FINANCE & ADMINISTRATION (307)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATIVE SERVICES</u></b>				
<i>Total Expenditures</i>	\$0	\$6,391,345	\$8,047,863	\$8,081,543
<i>General Fund Discretionary Expenditures</i>	0	3,311,529	3,258,997	3,297,343
<i>Authorized Full-Time Positions</i>	0.00	73.55	103.03	103.03
<i>Performance/Workload Measures:</i>				
Grants with Fiscal Activity	N/A	60	60	60
CPU Seconds Used (millions)	N/A	23	30	30
User Support – Number of PC's Supported	N/A	500	750	750
Number of Accounting Transactions	N/A	3,177,000	3,240,000	3,240,000
Investments Managed	N/A	335,000,000	130,000	130,000
Number of Claim Filings	N/A	1,518	1,518	1,518

This program includes the Accounting, Treasury, Computers, Grant Compliance, and Risk Management services of the City, as well as IBIS project management.

The Risk Management section was previously budgeted directly in the Workers' Compensation and Insurance & Claims funds. The consolidation of these functions into the Administrative Services Program accounts for an increase of nearly \$1.3 million from FY 1989-90 to FY 1990-91, which is funded through Interagencies with the Workers' Compensation and Insurance & Claims funds.

The Accounting Division develops, implements, enhances, and maintains accounting and financial management systems; provides data entry services for record input; analysis and interpretation of accounting information and prepares the Annual Financial Report in conformance with generally accepted accounting principles.

The Treasury Division is responsible for the management of the City's cash and investment services, and to represent the City's interest in matters concerning the Fire and Police Disability and Retirement Board.

The Computers Division is responsible for maintaining systems and programming services, providing IBM and VAX host computing resources to City data center customers, providing direct technical and consultative support services to computer end users Citywide. It also provides computer needs assessment including comprehensive assistance to bureaus for automation planning, as well as a long-range automation plan for the City.

Grants Compliance provides a centralized grants management system for the City by assisting City bureaus and PDC in proper grant administration, and identification and acquisition of grant resources.

The Risk Management Division has three major sections: Workers' Compensation, Insurance & Claims, and Benefits. Insurance & Claims is responsible for providing all bureaus with loss control services and risk management support, for reviewing all fleet and general liability claims and negotiating settlements, as well as managing the commercial insurance portfolio and the liability self-insurance fund. Workers' Compensation is responsible for administration of the City's self-insurance Workers' Compensation Program and for facilitating loss control efforts to minimize employee injury and illness. Employee Benefits is responsible for administration of the employee benefit program, including management of the Health Insurance Fund.

**OFFICE OF FINANCE & ADMINISTRATION (307)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>FINANCIAL PLANNING</u></b>				
<i>Total Expenditures</i>	\$0	\$711,055	\$797,289	\$797,789
<i>General Fund Discretionary Expenditures</i>	0	711,055	797,289	797,789
<i>Authorized Full-Time Positions</i>	0.00	11.50	12.60	12.60
<i>Performance/Workload Measures:</i>				
Number of Budget Documents	N/A	10	10	10
Financial Forecasts	N/A	14	14	14
Council Documents Reviewed	N/A	1,000	1,000	1,000
Revenue Studies	N/A	15	5	5
Hours Spent on Bureau Advisory Committee Process	N/A	N/A	250	250

The Financial Planning program includes the functions of budget, long-range forecasting, revenue analysis, council support and special projects. The primary responsibility of the program is to monitor and manage revenue and expenditures in a manner directed toward insuring the long-term financial stability for the City. The 1990-91 budget includes the upgrade of three Management Analyst positions to Senior Management Analysts in order to allow the bureau to offer promotional opportunities, as well as increased flexibility in recruiting new experienced personnel as vacancies occur. It is proposed that the Senior positions would be underfilled at their current levels until such time they are judged to be eligible to move into the senior level.

**DEBT MANAGEMENT**

<i>Total Expenditures</i>	\$0	\$275,699	\$296,305	\$360,918
<i>General Fund Discretionary Expenditures</i>	0	30,843	39,585	104,198
<i>Authorized Full-Time Positions</i>	0.00	1.85	2.67	2.67
<i>Performance/Workload Measures:</i>				
Billable Hours	N/A	N/A	1,700	1,700
Manage Issuance of New Debt	N/A	126,800,000	\$65,000,000	\$65,000,000
No. Rebate Calculations	N/A	16	10	10
Debt Committee Meetings	N/A	4	4	4
Debt Compliance Reviews	N/A	6	4	4

The Debt Management Program is responsible for managing the City's issuance of new debt and administering existing debt in compliance with all applicable federal, state and City rules and regulations, and to maintain the highest possible credit rating for all debt issues. The program also tracks federal and state legislation affecting debt issuance and management and completes special studies relating to City debt as necessary. The 1990-91 budget adds a position, which will be 85% Interagency funded, to work on tax reform compliance issues.

**OFFICE OF FINANCE & ADMINISTRATION (307)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>URBAN SERVICES</u></b>				
<i>Total Expenditures</i>	\$0	\$467,964	\$502,431	\$502,431
<i>General Fund Discretionary Expenditures</i>	0	407,964	437,431	437,431
<i>Authorized Full-Time Positions</i>	0.00	7.60	6.48	6.48
<i>Performance/Workload Measures:</i>				
Annexation Cases	N/A	40	40	40
Population Added	N/A	9,000	9,000	9,000
Property Value Added	N/A	284,164,041	125,000,000	125,000,000
Informational Pieces Produced	N/A	75	75	75

The Urban Services Program is responsible for management and implementation of the Urban Services Policy to ensure the future growth of the central city and to provide municipal services to the unincorporated urbanized areas which surround Portland. Forty annexation cases are planned to be processed in FY 1990-91, adding 9,000 to Portland's population and \$125 million to the Assessed Value.

**AFFIRMATIVE ACTION**

<i>Total Expenditures</i>	\$0	\$240,054	\$345,972	\$345,972
<i>General Fund Discretionary Expenditures</i>	0	240,054	345,972	345,972
<i>Authorized Full-Time Positions</i>	0.00	5.00	4.70	4.70
<i>Performance/Workload Measures:</i>				
Annual AA Plan Update	N/A	1	1	1
Increase in Minority/Women Representation	N/A	15%	15%	15%
Quarterly Reports Produced	N/A	4	4	4

The Affirmative Action Program is responsible for staffing the Affirmative Action Advisory Committee, preparation of the City's Affirmative Action Plan; assisting bureaus in implementing the Plan; counseling with employees and managers; maintaining and reporting affirmative action data to appropriate oversight agencies; and monitoring and reporting internally on affirmative action progress. The program also contains funding for recruitment and outreach activities to attract qualified women and minorities, and for affirmative action training.



**OFFICE OF FINANCE & ADMINISTRATION (307)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PERSONNEL</u></b>				
<i>Total Expenditures</i>	\$0	\$1,622,539	\$1,865,686	\$2,077,836
<i>General Fund Discretionary Expenditures</i>	0	1,593,923	1,828,922	2,041,072
<i>Authorized Full-Time Positions</i>	0.00	26.00	28.05	28.05
<i>Performance/Workload Measures:</i>				
Total Training Participant Hours	N/A	95	95	95
Non-Represented Class/Comp Study	N/A	1	1	1
Hours Spent on Classification/Compensation				
Policies/Procedures	N/A	1,248	1,248	1,248
Hours Spent on Collective Bargaining	N/A	3,300	3,300	3,300
Hours Spent Developing Personnel Policy	N/A	2,300	2,300	2,300

The Personnel Program is responsible for the timely recruitment and selection of qualified applicants for City employment; for monitoring the return to work program for injured workers; for labor negotiations and contract administration of the City's seven labor agreements; for resolution of labor/management disputes; for centralized personnel policy development and implementation; for maintenance of the City's classification and compensation policies and systems; for coordination of City-wide training and education programs, and tuition reimbursement programs; for monitoring and coordinating the Work-Study program; and for maintenance of centralized personnel records and files.

A position is added in the Recruitment/Selection section to assist with the examination process, and a position funded by the Workers' Compensation Fund is added to work on the Injured Worker Program.

**STRATEGIC PLANNING**

<i>Total Expenditures</i>	\$0	\$0	\$193,442	\$272,337
<i>General Fund Discretionary Expenditures</i>	0	0	168,442	247,337
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.47	0.47
<i>Performance/Workload Measures:</i>				

There are no quantifiable measures for this program

Funding for this program is being shifted from the Special Appropriation into OF&A, where project management resides. The Strategic Planning Program is responsible for managing the community-wide strategic planning process. The project has seven major phases which will be completed within the next fiscal year: 1) scanning the environment; 2) defining community values; 3) creating a community vision; 4) prioritization of issue areas; 5) analyzing community capacities; 6) creating strategies and action plans; and 7) implementing the action plans.

**ADMINISTRATION**

<i>Total Expenditures</i>	\$0	\$117,009	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	0	37,877	0	0
<i>Authorized Full-Time Positions</i>	0.00	3.50	0.00	0.00
<i>Performance/Workload Measures:</i>				

The current Administration Program will no longer be a separate budgeting program, and its costs are spread among the remaining programs to reflect true costs within these programs.

# OFFICE OF FINANCE & ADMINISTRATION (307)

## General Fund (101)

### Finance and Administration

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$4,326,514	\$5,181,740	\$5,176,499
5120 Part-Time Employees	0	0	47,198	70,772	70,772
5140 Overtime	0	0	63,772	40,894	40,894
5150 Premium Pay	0	0	3,571	3,500	3,500
5170 Benefits	0	0	1,682,697	2,065,526	2,064,479
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,123,752</b>	<b>\$7,362,432</b>	<b>\$7,356,144</b>
5210 Professional Services	\$0	\$0	\$385,247	\$525,388	\$680,518
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	300,669	407,185	407,185
5240 Repair & Maintenance	0	0	313,677	291,894	294,134
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	681,088	771,383	808,620
5310 Office Supplies	0	0	39,539	61,507	63,185
5320 Operating Supplies	0	0	55,319	62,991	68,745
5330 Repair & Maintenance Supplies	0	0	100	107	107
5340 Minor Equipment	0	0	600	642	642
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	36,574	62,942	62,942
5420 Local Travel	0	0	6,890	17,518	17,518
5430 Out-of-Town Travel	0	0	17,549	44,162	44,162
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	0	44,483	58,307	228,307
<b>Subtotal External Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,881,735</b>	<b>\$2,304,026</b>	<b>\$2,676,065</b>
5510 Fleet Services	\$0	\$0	\$6,951	\$12,440	\$12,440
5520 Printing/Distribution	0	0	232,317	336,935	336,935
5530 Facilities Services	0	0	402,836	573,389	575,154
5540 Communications	0	0	114,636	154,956	154,956
5550 Data Processing	0	0	711,403	980,883	980,883
5560 Insurance	0	0	73,454	180,699	180,699
5570 Equipment Lease	0	0	185,931	88,391	88,391
5580 Same Fund Services	0	0	4,151	10,000	10,000
5590 Other Fund Services	0	0	31,019	1,765	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,762,698</b>	<b>\$2,339,458</b>	<b>\$2,339,458</b>
<b>Total Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,644,433</b>	<b>\$4,643,484</b>	<b>\$5,015,523</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	0	57,480	43,072	67,159
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$57,480</b>	<b>\$43,072</b>	<b>\$67,159</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,825,665</b>	<b>\$12,048,988</b>	<b>\$12,438,826</b>

# OFFICE OF FINANCE & ADMINISTRATION (307)

## General Fund (101)

### Finance and Administration

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0831	Director of Fiscal Administration	0	0	0	0	1	65,524	1	67,163	1	65,541
7460	Human Resources Coord. I	0	0	0	0	0	0	1	31,912	1	31,912
3233	Assistant Annexation Coordinator	0	0	0	0	2	78,458	0	0	0	0
3231	Planner A	0	0	0	0	0	0	2	80,747	2	80,747
0945	Revenue and Policy Analysis Mana	0	0	0	0	0	0	0	0	0	0
0944	Urban Economist	0	0	0	0	1	45,188	1	46,946	1	46,946
0900	Staff Assistant	0	0	0	0	3	66,974	3	69,138	3	69,138
0871	Risk Operations Sup.	0	0	0	0	0	0	1	46,155	1	46,155
0870	Senior Risk Analyst	0	0	0	0	0	0	2	63,950	1	34,102
0864	Senior Grants Analyst	0	0	0	0	1	41,546	1	41,558	1	41,558
0863	Grants Analyst	0	0	0	0	2	71,189	2	69,659	2	69,659
0862	Deputy Treasurer	0	0	0	0	1	39,920	1	39,915	1	39,915
0860	City Treasurer	0	0	0	0	1	49,078	1	54,308	1	54,308
0859	Asst. Claims Tech	0	0	0	0	0	0	2	44,691	2	44,691
0858	Claims Tech.	0	0	0	0	0	0	3	80,122	3	80,122
0857	Claims Adjuster	0	0	0	0	0	0	4	124,661	4	124,661
0856	Workers' Comp. Sup.	0	0	0	0	0	0	1	44,143	1	44,143
0854	Liability Claims Sup.	0	0	0	0	0	0	1	43,273	1	43,273
0853	Risk Manager	0	0	0	0	0	0	1	52,707	1	52,707
0852	Loss Control Officer	0	0	0	0	0	0	1	39,537	1	39,537
0849	Loss Control Rep	0	0	0	0	0	0	1	28,413	1	28,413
0840	Traffic Safety Coordinator	0	0	0	0	0	0	0	0	0	0
0839	Director Admin. Services	0	0	0	0	1	49,078	1	57,034	1	57,034
0830	Financial Planning Director	0	0	0	0	1	56,081	1	59,883	1	59,883
0828	Senior Management Analyst	0	0	0	0	4	163,554	7	271,571	7	271,571
0827	Management Analyst	0	0	0	0	3	106,015	0	0	0	0
0826	Assistant Management Analyst	0	0	0	0	2	59,184	3	80,538	3	80,538
0820	Administrative Assistant II	0	0	0	0	1	39,195	0	0	0	0
0819	Administrative Assistant I	0	0	0	0	0	0	2	60,528	2	60,528
0815	Urban Services Manager	0	0	0	0	1	43,894	1	43,888	1	43,888
0809	Urban Services Public Involve. Co	0	0	0	0	1	46,268	1	46,259	1	46,259
0651	Bank & Inv. Analyst	0	0	0	0	2	62,778	2	65,305	2	65,305
0640	Personnel Director	0	0	0	0	1	59,881	1	57,252	1	57,252
0632	Employee Benefits Manager	0	0	0	0	0	0	0	0	0	0
0630	Employee Relations Officer	0	0	0	0	1	51,580	1	49,868	1	49,868
0624	Affirmative Action Officer	0	0	0	0	1	45,931	1	46,155	1	46,155
0621	Affirmative Action Analyst	0	0	0	0	1	30,587	1	30,597	1	30,597
0614	Personnel Analyst III	0	0	0	0	7	275,945	5	201,148	5	201,148
0612	Personnel Analyst II	0	0	0	0	9	324,964	10	357,067	10	357,067
0610	Personnel Analyst I	0	0	0	0	1	28,228	2	55,730	2	55,730
0609	Personnel Tech.	0	0	0	0	1	24,972	3	71,094	3	71,094
0601	Civil Service Secretary	0	0	0	0	1	30,258	1	30,264	1	30,264
0544	Admin. Services Officer I	0	0	0	0	1	39,173	1	40,102	1	40,102
0533	Accounting Mgr.	0	0	0	0	1	49,078	1	49,088	1	49,088
0519	General Ledger Supervisor	0	0	0	0	1	43,572	1	43,826	1	43,826
0516	Principal Accountant	0	0	0	0	3	117,199	3	119,745	3	119,745
0515	Senior Accountant	0	0	0	0	5	145,871	5	148,720	5	148,720
<b>TOTAL THIS PAGE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>62</b>	<b>2,351,141</b>	<b>84</b>	<b>3,054,660</b>	<b>83</b>	<b>3,023,190</b>

# OFFICE OF FINANCE & ADMINISTRATION (307)

General Fund (101)

Finance and Administration

FULL-TIME POSITIONS

Class	Title	Actual FY 86-87		Actual FY 87-88		Revised Budget FY 88-89		Proposed FY 89-90		Adopted FY 89-90	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		0	0	0	0	62	2,351,141	84	3,054,660	83	3,023,190
0514	Associate Accountant	0	0	0	0	5	132,066	4	110,904	4	110,904
0511	Accounts Payable Audit Clerk	0	0	0	0	1	22,683	1	23,254	1	23,254
0510	Accounting Assistant	0	0	0	0	15	327,197	16	354,703	16	354,703
0390	Computer Operations Supervisor	0	0	0	0	1	43,594	1	43,597	1	43,597
0384	Technical Systems Manager	0	0	0	0	1	51,344	1	51,334	1	51,334
0383	Principal Programmer Analyst	0	0	0	0	0	0	1	43,160	1	43,160
0382	Senior Systems Programmer	0	0	0	0	2	89,341	2	89,356	2	89,356
0381	Systems Programmer	0	0	0	0	0	0	1	35,131	1	35,131
0380	MIS Analyst	0	0	0	0	1	41,593	1	41,600	1	41,600
0379	Asst. MIS Analyst	0	0	0	0	2	52,173	3	68,098	4	93,807
0378	Office Systems Analyst	0	0	0	0	0	0	0	0	0	0
0377	Micro Computer Analyst	0	0	0	0	1	41,593	0	0	0	0
0376	Deputy Dir. Systems & Programmin	0	0	0	0	1	54,099	1	54,101	1	54,101
0375	Computer Services Director	0	0	0	0	1	58,750	1	58,760	1	58,760
0374	Systems Programming Manager	0	0	0	0	2	95,928	1	47,965	1	47,965
0373	Senior Programming Analyst	0	0	0	0	5	207,963	5	208,000	5	208,000
0372	Programming Analyst	0	0	0	0	2	70,123	2	70,385	2	70,385
0371	Data Processing Analyst	0	0	0	0	2	66,565	2	66,560	2	66,560
0368	Data Entry Coordinator	0	0	0	0	1	28,810	1	28,808	1	28,808
0365	Data Processing Tech.	0	0	0	0	3	77,316	3	79,092	3	79,092
0346	Word Processing Operator II	0	0	0	0	1	24,095	0	0	0	0
0345	Word Processing Operator I	0	0	0	0	2	43,830	2	44,928	2	44,928
0222	Secretarial Assistant	0	0	0	0	2	46,910	2	47,466	2	47,466
0221	Secretarial Clerk II	0	0	0	0	3	68,136	6	117,531	5	95,379
0220	Secretarial Clerk I	0	0	0	0	2	37,395	3	57,924	3	57,924
0210	Typist Clerk	0	0	0	0	1	18,672	1	18,678	1	18,678
0140	Data Entry Clerk	0	0	0	0	4	82,013	4	79,686	4	79,686
0114	Clerical Specialist	0	0	0	0	6	137,676	7	158,560	8	181,232
0000	Recruitment/Selection Officer	0	0	0	0	0	0	1	43,472	1	43,472
0000	User Support Manager	0	0	0	0	0	0	1	45,131	1	45,131
TOTAL FULL-TIME POSITIONS		0	0	0	0	129	4,271,006	158	5,142,844	158	5,137,603
LIMITED-TERM POSITIONS											
3271	Graphics Illustrator	0	0	0	0	0	0	1	15,850	1	15,850
0900	Staff Assistant	0	0	0	0	3	55,508	1	23,046	1	23,046
TOTAL LIMITED-TERM		0	0	0	0	3	55,508	2	38,896	2	38,896
TOTAL INCLUDING LIMITED-TERM		0	0	0	0	132	4,326,514	160	5,181,740	160	5,176,499

**BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$39,179,500	\$41,106,205	\$45,006,709	\$45,621,114	\$45,067,231
<i>External Materials and Services</i>	2,235,449	2,139,679	2,708,437	3,051,911	3,369,145
<i>Internal Materials and Services</i>	2,115,010	2,452,338	2,683,428	3,851,750	3,855,986
<i>Capital Outlay</i>	64,992	189,423	451,162	402,553	478,225
<i>Cash Transfers-Equipment</i>	0	0	76,735	45,500	45,500
<b>TOTAL EXPENDITURES</b>	<b>\$43,594,951</b>	<b>\$45,887,645</b>	<b>\$50,926,471</b>	<b>\$52,972,828</b>	<b>\$52,816,087</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	862	875	845	848	839
<i>Discretionary</i>		748	730	745	745
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$299,303	\$387,202	\$579,371	\$579,371
<i>General Discretionary</i>		37,050,236	41,716,469	44,443,580	44,859,170
<i>Total Discretionary Resources</i>		\$37,349,539	\$42,103,671	\$45,022,951	\$45,438,541
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		40,511	516,424	15,108	15,108
<i>Contracts</i>		8,496,952	8,306,376	7,934,769	7,362,438
<i>Interagency Services</i>		643	0	0	0
<b>TOTAL FUNDING</b>		<b>\$45,887,645</b>	<b>\$50,926,471</b>	<b>\$52,972,828</b>	<b>\$52,816,087</b>
<b><u>PROGRAMS</u></b>					
<i>Fire Prevention</i>		\$2,986,000	\$3,362,655	\$3,692,810	\$3,731,434
<i>Management Services</i>		1,120,555	1,647,914	1,120,341	1,139,334
<i>Emergency Operations</i>		35,853,050	40,070,794	41,359,384	40,911,258
<i>Logistical Support</i>		4,635,214	4,829,343	5,239,449	5,464,272
<i>Training &amp; Emergency Management</i>		1,292,826	1,015,765	1,560,844	1,569,789
<b>TOTAL PROGRAM</b>		<b>\$45,887,645</b>	<b>\$50,926,471</b>	<b>\$52,972,828</b>	<b>\$52,816,087</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The mission of the Bureau of Fire, Rescue and Emergency Services is to provide a fire-safe environment for the citizens it protects, minimize losses to life and property from non-fire related emergencies, and to provide certain community services. The primary services provided by the Bureau are 1) rapid response to fires and medical emergencies with sufficient people and equipment to handle the emergency; 2) support activities that make emergency response possible: fire dispatch, maintenance of fire buildings and equipment, training, and management support; 3) fire prevention activities, including public education, fire code inspection and plans review, and arson investigation; and 4) preparation for the management of large-scale public emergencies. The Fire Bureau's area of responsibility totals 194 square miles with 534,100 residents in the City of Portland, Multnomah County Rural Fire Protection District #10, Clackamas County Rural Fire Protection District #1, and selected other areas. All protected areas outside the City of Portland are served under contract, and they pay the cost of that service. In 1988-89, the Fire Bureau responded to 56,526 calls for service.

## BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)

General Fund (101)

Public Safety

APPROPRIATION SUMMARY

The Fire Bureau's Adopted Budget for fiscal year 1990-91 is \$52,816,087, which is about \$1.9 million more than the current year's total. The increase in discretionary funding is about \$3.3 million from the current year, including \$720,907 in additional discretionary funds needed to offset the loss of District 10 contract revenues due to annexations. The increase in the total and discretionary budgets include the transfer of \$970,486 that was formerly budgeted in a General Fund Special Appropriation, to cover that portion of the cost of 9-1-1 Emergency Communications generated by emergency medical calls. While this EMS dispatch cost is new to the Fire Bureau's budget, it does not represent a change in the level of fire services. Excluding this transfer, the Bureau's budget is expected to grow by about \$900,000 in total and \$2.4 million in its discretionary funding. This is apart from any growth that may result from salary increases, since funds for that purpose are set aside in a Special Appropriation outside the Bureau's budget pending the conclusion of labor negotiations.

The budget provides for all current services and positions to be continued into fiscal year 1990-91 except for nine positions that District 10 chose to eliminate from its service area. Within Portland, three uniformed positions are added. Counting both the Portland service area and the districts, the total number of full-time positions will drop from 845 to 839. Two of the new positions in Portland are Inspector positions (\$131,921) that had been cut in past years due to the General Fund's tight fiscal condition. The third is a Training Lieutenant position (\$63,062) to specialize in training for emergency medical response, which is the largest and fastest growing component of the Bureau's workload. The Bureau had identified other services or equipment as add packages in its budget request; though they are not funded in the Adopted Budget, it is the Council's intent that the Bureau be allowed to bring these items forward again during the fiscal year, if the Bureau can show internal savings that would offset the new expenses both on a short-term and an ongoing basis.

The capital improvements are a significant part of the 1990-91 Fire Bureau budget. Beside continuing its apparatus replacement program on an even schedule (allowing \$550,000 worth of apparatus to be purchased through the Master Lease in 1990-91), the budget includes \$382,120 as the first year of a multi-year funding commitment for a new consolidated Training Center on the site of the former Park Rose Water District Headquarters. This project represented the Bureau's top priority for additional funding in this budget process. The total project cost over seven years is expected to be \$2,759,774, of which \$2,166,524 would come from discretionary resources (the remainder would come from the sale of existing stations). These projections assume that the Park Rose site is to be purchased from the Water Bureau with payments totaling \$1,075,000 over the next seven years, while the improvements are phased over the next five years. When complete, the Training Center will include office and classroom space, a functioning station with both engine and truck companies (merged from the current Stations 43 and 48), a drill tower, apparatus driving range, a mask training maze and fire simulation area, and auto extrication and trench rescue areas. Due to sensitive soil conditions, it is unlikely that oil fire training will occur at this site, but the Bureau plans to provide all other types of training at the facility.

In addition to the apparatus replacement and the Training Center, the capital budget includes \$70,000 for the cleanup of contaminated soil at the Bureau's oil fire training grounds in Linnton, \$60,000 for the first year of a five-year project to remove underground tanks from Bureau property as required by the EPA, and \$18,500 to reconstruct the shower in Station 1. Including the Master Lease payments for prior years' purchase of apparatus and facilities, the Approved Budget includes \$1,833,828 that addresses the Fire Bureau's capital needs. This is about half of the total General Fund capital set-aside and \$440,000

## **BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

### ***APPROPRIATION SUMMARY***

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more than the Bureau received last year from the capital set-aside.

The City Auditor's staff recently performed an analysis of the Fire Bureau's performance, looking at other comparable cities and long-term trends within Portland for the key "end result" indicators, fire loss and fire deaths. Their report, issued last January, concluded that in spite of substantial reductions in staff over the past decade, the Bureau has maintained service levels and compares favorably with other cities in the quality of fire protection offered to its citizens. Given this finding by the City Auditor, given limited funds and more pressing needs elsewhere in the City (particularly in the implementation of community policing), and given the Bureau management's stated priority for the apparatus replacement, the Training Center and the Training Lieutenant, the Adopted Budget does not restore any line firefighter positions in fiscal year 1990-91.

### **BUREAU PERFORMANCE OBJECTIVES**

1. Completion of the Bureau's Service Delivery Plan by January 1991, which will identify levels of risk within the community and the ability of Bureau services to meet the public's demand for services.
2. Active support for the implementation of the serial levy-funded improvements in the emergency communications equipment and systems of the City, including participation in the Implementation Task Force and planning for the impact on Bureau operations.
3. Completion of the Bureau's update of its strategic plan by July 1991.
4. Implementation of an automated system to handle the information requirements of the SARA Title III program, with the computer installation and training complete and the data entry initiated by July 1991.
5. Implementation of a company inspection program which will utilize station personnel to perform fire prevention inspections, beginning January 1, 1990.
6. Commencement of inspections to assist businesses in complying with SARA Title III requirements.
7. Preparation for the termination of the contract for services with Clackamas Fire District District #1 on July 1, 1991.
8. Identification of a solution to the Bureau's office space shortage by July 1991.
9. Begin developing the consolidated Training Center by January 1, 1991.
10. Continuation of the Bureau's affirmative action program.
11. Commencement of the division of assets with Fire District #10 throughout the fiscal year.

**BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>FIRE PREVENTION</u></b>				
<i>Total Expenditures</i>	\$2,986,000	\$3,362,655	\$3,692,810	\$3,731,434
<i>General Fund Discretionary Expenditures</i>	2,179,953	2,624,618	3,121,852	3,160,476
<i>Authorized Full-Time Positions</i>	51.00	53.00	61.00	61.00
<i>Performance/Workload Measures:</i>				
Public Education Presentations	*	400	400	400
Number of Code Inspections				
Regular	*	4,800	6,000	6,000
Institutional/School	*	965	965	965
Acceptance	*	545	545	545
Number of Plan Examinations	6,516	5,121	5,121	5,121
Number of Fire/Arson Investigations	953	903	903	903

This program engages in activities that reduce the risk of fires, including public education, fire code inspections and plans review, and arson investigation. In addition, the Harbor Master coordinates inspections and code enforcement in waterfront and related properties. The 1990-91 Budget includes the addition of 2 Inspector positions, increasing the number of inspections expected to be performed from 4,800 this year to 6,000 next year. The figures above also reflect the transfer of six office and clerical positions that were formerly budgeted in Management Services but, due to their location and reporting relationship in the Bureau, are more appropriately budgeted in Prevention. Included in this budget is the continued implementation of the Hazardous Materials Tracking system mandated by the federal Superfund Amendments and Reauthorization Act (SARA) Title III.

**MANAGEMENT SERVICES**

<i>Total Expenditures</i>	\$1,120,555	\$1,647,914	\$1,120,341	\$1,139,334
<i>General Fund Discretionary Expenditures</i>	902,512	926,427	908,873	927,866
<i>Authorized Full-Time Positions</i>	18.00	18.00	13.00	13.00
<i>Performance/Workload Measures:</i>				
Achievement Rate for Other Program				
Areas' Performance Measures (%)	80%	90%	85%	85%
Number of Accounting Transactions	*	*	41,000	41,000
Compliance with External Accounting, and OFA Deadlines (%)	100%	80%	100%	100%

This program provides bureau-wide managerial and fiscal direction, with staff support for budgeting, accounting, payroll, and computer systems. Other services provided through this program include liaison with other City bureaus, the Commissioner-in-Charge and the Mayor, the various IBIS committees, and the Bureau Advisory Committee. The 1990-91 Budget allows for the continuation of current service levels, with the addition of an Assistant MIS Analyst to strengthen the information systems staff, which is a reclassified position transferred from the Logistics program. The above figures also reflect the transfer of six office and clerical positions to the Prevention program.



**BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EMERGENCY OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$35,853,050	\$40,070,794	\$41,359,384	\$40,911,258
<i>General Fund Discretionary Expenditures</i>	29,164,292	33,403,765	34,882,762	34,988,519
<i>Authorized Full-Time Positions</i>	752.00	730.00	728.00	719.00
<i>Performance/Workload Measures:</i>				
No. of Lives Lost/1,000 Fires as				
Percent of the Last 3 Years' Avg.	100%	<90%	<90%	<90%
Percent of EMS Calls Responded to				
in 4 Minutes or Less	90%	<85%	<85%	<85%
Percent of Fire Calls Responded to				
in 4 Minutes or Less	95%	<80%	<80%	<80%

This program carries out the basic mission of the Bureau through the prevention and suppression of fires; the provision of first responder, basic and advanced emergency medical services; water rescue services; emergency dispatching and communications services; and specialized response to hazardous materials incidents. The 1990-91 Budget continues the current service level in this program within the Portland service area and the Clackamas District 1 service area. The Multnomah District 10 Board chose to eliminate 9 positions within the District 10 service area. In addition, the above figures reflect a budgetary realignment of two positions that already function in the Training and Emergency Management area. The 1990-91 Budget also includes the transfer of \$970,486 from the General Fund Special Appropriations for the interagency agreement with the Bureau of Emergency Communications, reflecting that portion of the BOEC costs generated by emergency medical calls. This budget also provides for the continued development of the Company Inspection program to supplement the inspections currently provided by the Prevention Division.

**BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>LOGISTICAL SUPPORT</u></b>				
<i>Total Expenditures</i>	\$4,635,214	\$4,829,343	\$5,239,449	\$5,464,272
<i>General Fund Discretionary Expenditures</i>	4,016,171	4,334,416	4,725,508	4,968,779
<i>Authorized Full-Time Positions</i>	31.00	29.00	28.00	28.00
<i>Performance/Workload Measures:</i>				
No. of Work Orders for Bldg. Maint.	2,450	2,450	2,450	2,450
No. Work Orders for Apparatus Maint.	4,531	4,350	4,340	4,340
Number of Work Orders in Suspense for Building Maintenance	*	<80	<80	<80
Number of Work Orders in Suspense for Apparatus Maintenance	*	<270	<200	<200
Pct. of Time Repairs of Fire Cable Are Completed Within 24 Hours	*	30%	30%	30%
Pieces of Equipment Receiving Prev. Maint. Inspection & Repair	*	400	400	400
Percentage of Total Emergency Repairs Unscheduled	2%	<5%	<5%	<5%

The Logistical Support program is responsible for the maintenance and improvement of 43 bureau properties, including 33 active fire stations. In addition, this program provides 24-hour on-site or in-shop repair and service to 81 fire apparatus units, 3 fireboats, and 131 support vehicles. The 1990-91 Budget calls for current service levels to be maintained as shown in the program performance indicators above, even with the transfer of one Auto Mechanic position to the Management Services program, where it is to be reclassified into a Assistant M/S Analyst. This program also includes \$60,000 for the removal of old underground storage tanks and \$18,500 for the reconstruction of the shower at Station 1.

**BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>TRAINING &amp; EMERGENCY MANAGEMENT</u></b>				
<i>Total Expenditures</i>	\$1,292,826	\$1,015,765	\$1,560,844	\$1,569,789
<i>General Fund Discretionary Expenditures</i>	1,086,611	814,445	1,383,956	1,392,901
<i>Authorized Full-Time Positions</i>	23.00	15.00	18.00	18.00
<i>Performance/Workload Measures:</i>				
Pct of Recruits Successfully Trained	85%	85%	85%	85%
No. of Training Presentations Beyond				
Regular In-Service Training	*	*	1,500	1,500
No. of Emergency Plan Drills	2	2	1	1
Update City's Basic Emergency Svc.				
Plan Annexes (# of annexes)	6	4	2	2
Pct of Reports and Studies Completed				
Within Requested Time Frame	100%	70%	60%	60%

This program is responsible for in-service and new recruit training, the coordination of specialized certifications (such as for EMTs or for the Hazardous Materials Response Team), the development and updating of the Bureau's ten-year strategic plan, preparation for the management of large-scale public emergencies such as earthquakes or airplane crashes, and special studies and analyses related to firefighting strategy. The 1990-91 Budget adds a new Training Lieutenant to this program, to specialize in emergency medical training, which represent over half of the total calls received by the Bureau. The above figures also reflect the budgetary transfer of two positions that were formerly budgeted in Emergency Operations but actually carry out training responsibilities. Also in the 1990-91 Budget is the first year's payment toward the development of a new consolidated Fire Training Center at the site of the former Park Rose Water District Headquarters. The General Fund cost in 1990-91 is \$382,120, while the total cost over seven years (net of offsetting revenue from property sales) is expected to be \$2,166,524. This budget plans to spend \$70,000 to continue with the cleanup of contaminated soil at the Bureau's oil fire training grounds in Linnton. The Training and Emergency Management staff will also play a lead role in the completion of the Bureau's Service Delivery Plan in 1990-91, which will identify levels of risk within the community and the ability of Bureau services to meet the public's demand for services.

# BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)

General Fund (101)

Public Safety

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$31,128,767	\$31,754,418	\$33,817,900	\$34,130,975	\$33,682,896
5120 Part-Time Employees	59,100	54,739	59,352	57,469	57,469
5140 Overtime	3,085,441	2,317,668	4,573,708	561,671	561,671
5150 Premium Pay	13,730	1,481,816	111,167	4,102,682	4,053,496
5170 Benefits	4,892,462	5,497,564	6,444,582	6,768,317	6,711,699
<b>Total Personal Services</b>	<b>\$39,179,500</b>	<b>\$41,106,205</b>	<b>\$45,006,709</b>	<b>\$45,621,114</b>	<b>\$45,067,231</b>
5210 Professional Services	\$165,585	\$143,476	\$318,922	\$214,373	\$262,833
5220 Utilities	312,982	304,897	344,071	388,984	401,627
5230 Equipment Rental	50,317	4,668	33,771	34,540	36,020
5240 Repair & Maintenance	378,289	317,821	396,572	608,261	626,987
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	54,655	69,799	94,821	91,348	101,557
5310 Office Supplies	71,705	52,558	60,077	66,500	66,500
5320 Operating Supplies	542,474	536,842	598,666	720,563	829,856
5330 Repair & Maintenance Supplies	268,276	257,315	299,656	324,984	383,642
5340 Minor Equipment	25,965	29,675	45,907	56,860	61,270
5350 Clothing	131,702	150,014	159,490	172,868	215,113
5390 Other Commodities	2,545	1,945	3,115	3,746	3,746
5410 Education	77,288	79,305	138,351	116,796	117,796
5420 Local Travel	4,841	5,051	9,662	9,258	9,258
5430 Out-of-Town Travel	39,822	47,918	76,302	58,906	69,016
5440 External Rent	4,796	10,059	15,492	51,222	51,222
5450 Interest	0	0	0	0	0
5460 Refunds	43	0	0	0	0
5470 Retirement	86,245	91,774	95,100	110,000	110,000
5490 Miscellaneous	17,919	36,562	18,462	22,702	22,702
<b>Subtotal External Materials &amp; Services</b>	<b>\$2,235,449</b>	<b>\$2,139,679</b>	<b>\$2,708,437</b>	<b>\$3,051,911</b>	<b>\$3,369,145</b>
5510 Fleet Services	\$360,880	\$335,898	\$231,190	\$304,103	\$310,539
5520 Printing/Distribution	70,440	75,348	118,387	135,920	135,920
5530 Facilities Services	6,089	5,669	5,928	17,043	17,043
5540 Communications	445,119	466,119	455,639	493,299	493,299
5550 Data Processing	43,769	75,449	34,177	32,033	32,033
5560 Insurance	216,504	309,529	480,856	562,961	562,961
5570 Equipment Lease	868,867	1,144,837	1,313,496	1,303,208	1,303,208
5580 Same Fund Services	19,798	21,252	22,396	7,029	7,029
5590 Other Fund Services	83,544	18,237	21,359	996,154	993,954
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$2,115,010</b>	<b>\$2,452,338</b>	<b>\$2,683,428</b>	<b>\$3,851,750</b>	<b>\$3,855,986</b>
<b>Total Materials &amp; Services</b>	<b>\$4,350,459</b>	<b>\$4,592,017</b>	<b>\$5,391,865</b>	<b>\$6,903,661</b>	<b>\$7,225,131</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	150	68,457	30,000	244,835	239,835
5640 Equipment	64,842	120,966	421,162	157,718	238,390
<b>Total Capital Outlay</b>	<b>\$64,992</b>	<b>\$189,423</b>	<b>\$451,162</b>	<b>\$402,553</b>	<b>\$478,225</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$76,735	\$45,500	\$45,500
<b>Total Appropriation</b>	<b>\$43,594,951</b>	<b>\$45,887,645</b>	<b>\$50,926,471</b>	<b>\$52,972,828</b>	<b>\$52,816,087</b>

# BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)

General Fund (101)

Public Safety

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
5219	City Fire Chief	1	127,077	1	74,512	1	77,605	1	77,605	1	77,605
5388	Fire Info Systems Manager	1	24,657	1	38,924	1	44,003	1	44,003	1	44,003
5352	Hazardous Materials Coordinator	0	28,682	1	49,556	1	51,168	1	51,168	1	51,168
5350	EMS Coordinator	1	29,811	1	50,661	1	52,583	1	52,583	1	52,583
5349	Asst. EMS Coordinator	0	19,105	0	0	0	0	0	0	0	0
5347	Asst. Public Education Officer	2	53,188	1	43,962	1	45,740	1	45,740	1	45,740
5324	Asst. Fire Marshall	1	54,517	1	56,334	2	117,354	2	117,354	2	117,354
5260	Harbor Pilot	6	112,569	6	132,966	6	265,675	6	265,675	6	265,675
5257	Mgmt Support Services Officer	1	45,949	1	47,665	1	49,546	1	49,546	1	49,546
5240	Fire Apparatus Superintendent	1	40,222	1	40,820	1	42,120	1	42,120	1	42,120
5232	Fire Lieutenant Specialist (Comm)	4	182,633	4	186,656	4	182,872	4	182,872	4	182,872
5230	Staff Fire Captain	7	302,341	6	254,303	6	315,372	6	315,372	6	315,372
5222	Fire Inspector I Specialist	1	74,269	2	89,101	2	91,436	2	91,436	2	91,436
5221	Fire Inspector II	6	282,637	6	295,368	5	255,110	5	255,110	5	255,110
5220	Fire Inspector I	35	1,093,630	34	1,170,582	34	1,490,267	36	1,571,261	36	1,571,261
5218	Division Fire Chief	3	185,733	3	194,819	3	202,425	3	202,425	3	202,425
5217	Deputy Fire Chief	7	467,216	7	415,539	7	431,765	7	431,765	7	431,765
5216	Fire Battalion Chief	15	854,462	15	820,429	15	882,182	15	882,182	15	882,182
5215	Fire Training Captain	1	37,688	1	86,356	1	52,563	1	52,563	1	52,563
5214	Fire Captain	33	1,537,199	33	1,523,427	33	1,667,447	33	1,692,295	33	1,692,295
5213	Staff Fire Lieutenant	3	126,352	2	118,964	2	89,815	2	89,468	2	89,468
5212	Fire Training Officer	6	374,814	8	467,794	6	320,027	7	320,027	7	320,027
5211	Fire Lieutenant	114	4,951,568	114	4,959,984	111	4,834,028	111	4,938,725	111	4,938,725
5210	Firefighter Specialist (Comm)	16	629,065	16	510,094	16	654,624	16	654,624	16	654,624
5209	Firefighter Specialist	4	246,394	14	477,212	13	511,037	13	511,037	13	511,037
5208	Fire Fighter	538	17,831,707	541	18,199,407	518	19,577,138	518	19,675,949	509	19,227,870
3164	Engineer	0	0	1	10,825	1	45,999	1	47,996	1	47,996
1536	Auto Mechanic Foreman II	0	0	0	0	1	35,630	1	35,630	1	35,630
1533	Lead Auto Mechanic	1	30,398	1	30,860	0	0	0	0	0	0
1532	Automotive Mechanic	6	187,971	7	201,692	7	212,389	6	182,083	6	182,083
1520	Maintenance Machinist	1	28,967	1	29,393	1	30,347	1	30,347	1	30,347
1513	Welder	1	19,307	1	29,132	0	0	0	0	0	0
1453	Electrician	1	32,681	1	32,906	1	34,590	1	34,590	1	34,590
1451	Alarm Line Electrician II	1	36,168	1	37,475	0	0	0	0	0	0
1450	Alarm Line Electrician I	1	33,012	1	33,497	1	34,590	1	34,590	1	34,590
1443	Painter	3	84,330	3	88,176	3	91,041	3	91,041	3	91,041
1430	Plumber	1	22,997	0	0	0	0	0	0	0	0
1420	Carpenter	3	69,473	2	58,784	2	60,694	2	60,694	2	60,694
1232	Automotive Servicer I	2	48,625	2	49,512	2	51,126	2	51,126	2	51,126
1218	Utility Worker	1	24,397	1	24,754	1	25,563	1	25,563	1	25,563
1210	Laborer	1	0	0	0	0	0	0	0	0	0
1117	Building Maintenance Supervisor	0	7,831	1	32,603	1	39,666	1	39,666	1	39,666
1115	Building Maintenance Mechanic	1	39,967	2	51,871	2	60,694	2	60,694	2	60,694
0908	Asst. Emerg. Svc Coord.	1	19,625	1	28,872	0	0	0	0	0	0
0902	Research Technician	1	20,128	1	20,508	1	21,008	1	21,008	1	21,008
0832	Lead Management Analyst	1	35,905	1	36,430	0	0	0	0	0	0
0828	Senior Management Analyst	1	64,854	1	40,364	2	81,931	2	81,931	2	81,931
<b>TOTAL THIS PAGE</b>		<b>835</b>	<b>30,520,021</b>	<b>849</b>	<b>31,143,089</b>	<b>817</b>	<b>33,129,170</b>	<b>819</b>	<b>33,409,864</b>	<b>810</b>	<b>32,961,785</b>

# BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES (124)

General Fund (101)

Public Safety

## FULL-TIME POSITIONS

Class	Title	Actual FY 86-87		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		835	30,520,021	849	31,143,089	817	33,129,170	819	33,409,864	810	32,961,785
0826	Asst Management Analyst	0	0	0	0	1	30,597	1	30,597	1	30,597
0819	Admin Assistant I	2	57,835	2	58,738	2	60,528	2	60,528	2	60,528
0608	Video Production Manager	1	33,808	1	34,352	1	35,422	1	35,422	1	35,422
0604	Video Production Assistant	2	60,797	2	61,762	2	63,564	2	63,564	2	63,564
0514	Associate Accountant	3	74,911	3	77,963	2	55,452	2	55,452	2	55,452
0410	Storekeeper	1	16,818	0	0	0	0	0	0	0	0
0379	Asst. MIS Analyst	1	17,246	1	24,650	1	27,086	2	59,467	2	59,467
0366	Computer Programmer/Operator	0	0	0	0	1	29,702	1	29,702	1	29,702
0346	Word Processing Operator II	2	46,364	2	41,289	2	48,548	2	48,548	2	48,548
0345	Word Processing Operator I	1	21,065	1	21,348	1	22,464	1	22,464	1	22,464
0222	Secretarial Assistant	1	22,092	1	22,979	1	23,733	1	23,733	1	23,733
0221	Secretarial Clerk II	7	142,361	7	149,496	7	155,064	7	155,064	7	155,064
0220	Secretarial Clerk I	5	94,513	5	96,600	5	101,710	5	101,710	5	101,710
0140	Data Entry Clerk	0	0	0	0	2	34,860	2	34,860	2	34,860
0114	Clerical Specialist	1	20,936	1	22,152	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		862	31,128,767	875	31,754,418	845	33,817,900	848	34,130,975	839	33,682,896

**BUREAU OF GENERAL SERVICES (346)**

General Fund (101)

Public Utilities

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,920,039	\$1,746,364	\$1,774,103	\$759,160	\$759,160
<i>External Materials and Services</i>	2,162,504	2,429,310	2,966,444	40,470	47,922
<i>Internal Materials and Services</i>	329,798	375,247	339,817	226,398	226,398
<i>Capital Outlay</i>	252,871	1,477,978	2,332,103	6,000	6,000
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$4,665,212</b>	<b>\$6,028,899</b>	<b>\$7,412,467</b>	<b>\$1,032,028</b>	<b>\$1,039,480</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	45	39	39	18	18
<i>Discretionary</i>	7	7	7	0	0
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,166,851	1,121,149	0	7,452
<i>Total Discretionary Resources</i>		<b>\$1,166,851</b>	<b>\$1,121,149</b>	<b>\$0</b>	<b>\$7,452</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		982,048	94,570	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		3,880,000	6,196,748	1,032,028	1,032,028
<b>TOTAL FUNDING</b>		<b>\$6,028,899</b>	<b>\$7,412,467</b>	<b>\$1,032,028</b>	<b>\$1,039,480</b>
<b><u>PROGRAMS</u></b>					
<i>Administrative Services</i>		\$1,030,206	\$999,283	\$1,032,028	\$1,039,480
<i>Project Management</i>		114,598	409,715	0	0
<i>Property Management</i>		230,850	328,432	0	0
<i>Facilities Maintenance</i>		3,032,564	3,673,715	0	0
<i>Capital Improvements</i>		1,620,681	2,001,322	0	0
<b>TOTAL PROGRAM</b>		<b>\$6,028,899</b>	<b>\$7,412,467</b>	<b>\$1,032,028</b>	<b>\$1,039,480</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Administrative Services Program has management responsibility for and provides support to the Bureau of General Services Divisions of Fleet Services, Communications Services, Printing and Distribution Services, and Facilities Services. It also manages the following funds which provide services to the both City bureaus and the public: Parking Facilities, Autoport, Justice Center, and NW I-405 Recreation.

As shown in the table below, Administrative Services manages the combined Bureau of General Services FY 1990-91 budgets of over \$52.5 million, with operating budgets totalling over \$44 million. \$3.4 million of both the total and operating budgets are duplicate service reimbursement expenditures between General Services divisions.

**BUREAU OF GENERAL SERVICES (346)**

General Fund (101)

Public Utilities

**APPROPRIATION SUMMARY**

	1990-91 Operating Budget	1990-91 Total Budget
Administrative Services	\$1,039,480	\$1,039,480
Communications Services	8,425,147	9,070,406
Fleet Services	13,121,125	14,473,903
Facilities Services	9,931,646	11,290,129
Printing/Distribution Services	5,413,793	5,935,279
Autoport	732,659	1,128,152
Parking Facilities	2,935,147	5,991,339
Justice Center	2,405,625	2,532,139
NW I-405 Recreation	128,971	1,073,738
Totals:	\$44,133,593	\$52,534,565

The BGS Administrative Services 1990-91 Adopted budget is \$1,039,480, an increase of 4.0% over the current year's revised budget of \$999,283. This budget provides funding for 18 full-time positions. For 1990-91, the Administrative Services program will be completely self-supporting through service reimbursements from the other General Services programs.

The major change in the total budget is the transfer of the Property Management, Project Management and Facilities Maintenance programs out of the General Fund and into the Facilities Services Fund. This new fund replaces the current Portland Building Fund.

**PERFORMANCE OBJECTIVES**

The Bureau of General Services submitted performance objectives for a number of the divisions and funds over which it manages. These objectives and intended dates of completion are:

**Administrative Services:**

1. Achieve short-term/long-term parking objectives for all garages by June 30, 1991.
2. Implement bureau-wide standard work-order/billing system by June 30, 1991.
3. Achieve Bureau's affirmative action objectives by June 30, 1991.

**Communications Services Division:**

1. Sign vendor contract for the 800 MHz Radio System by March 31, 1991.
2. Begin installation of the 800 MHz system by June 30, 1991.
3. Implement telephone system improvement program by August 1, 1990.
4. Reduce telephone system operating costs by \$100,000 per year by June 30, 1991.

**Facilities Services Division:**

1. Complete Eastside Facilities Study by December 31, 1991.
2. Complete Portland Building Lobby Renovation Project by October 1, 1990.
3. Complete Plans for City Hall Renovation Project by December 31, 1990.
4. Establish Facilities Services Working Capital Fund and operate per revenue plan through June 30, 1991



## BUREAU OF GENERAL SERVICES (346)

General Fund (101)

Public Utilities

### APPROPRIATION SUMMARY

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#### Fleet Services Division:

1. Implement Fleet Improvement Plan per Council-approved schedule through June 30, 1991.
2. Lower Police downtime to 10% by June 30, 1991.
3. Lower overall fleet downtime to 12% by June 30, 1991.
4. Improve Parks vehicle turnaround by 10% by June 30, 1991.
5. Bid all replacements by December 31, 1990.

#### Printing and Distribution Services Division:

1. Reduce costs to customers by \$50,000 through Gainshare Project by January 1, 1991.
2. Purchase replacement equipment per Capital Replacement Plan by June 30, 1991.
3. Conduct 10 customer service meetings to improve service by June 30, 1991.

**BUREAU OF GENERAL SERVICES (346)**

General Fund (101)

Public Utilities

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
	189,218			
<b><u>ADMINISTRATIVE SERVICES</u></b>				
<i>Total Expenditures</i>	\$1,030,206	\$999,283	\$1,032,028	\$1,039,480
<i>General Fund Discretionary Expenditures</i>	189,218	61,683	0	7,452
<i>Authorized Full-Time Positions</i>	18	18	18	18
<i>Performance/Workload Measures:</i>				
Number of Purchase Requisitions Processed	N/A	N/A	1,100	1,100
Number of Authorization Numbers Issued	N/A	N/A	10,000	10,000
Number of TARS Processed	N/A	N/A	4,300	4,300
Percent of Incoming Calls				
Answered within Four Rings	N/A	N/A	90%	90%
Percent of Meeting Word Processing				
Quality and Time Requirements	N/A	N/A	95%	95%

This program provides management, financial, and clerical support services for the operating divisions within the Bureau of General Services. The City's parking garage program is also managed by this division.

**FACILITIES SERVICES**

<i>Total Expenditures</i>	\$4,998,693	\$6,413,184	\$0	\$0
<i>General Fund Discretionary Expenditures</i>	977,633	1,059,466	0	0
<i>Authorized Full-Time Positions</i>	21.00	21.00	0.00	0.00

Beginning in FY 1990-91, the Bureau of General Services programs of Project Management, Property Management, Facilities Maintenance, and Capital Improvements will be within the Facilities Services Fund. This new working capital fund was created by combining the major facilities programs from within the General Fund with the Portland Building Fund.

**BUREAU OF GENERAL SERVICES (346)****General Fund (101)****Public Utilities****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$1,344,591	\$1,212,707	\$1,231,561	\$533,078	\$533,078
5120 Part-Time Employees	52,935	40,346	21,415	1,500	1,500
5140 Overtime	48,211	25,108	24,273	5,000	5,000
5150 Premium Pay	3,162	8,558	0	300	300
5170 Benefits	471,140	459,645	496,854	219,282	219,282
<b>Total Personal Services</b>	<b>\$1,920,039</b>	<b>\$1,746,364</b>	<b>\$1,774,103</b>	<b>\$759,160</b>	<b>\$759,160</b>
5210 Professional Services	\$163,135	\$234,242	\$223,524	\$8,000	\$15,452
5220 Utilities	778,529	774,198	871,937	0	0
5230 Equipment Rental	1,703	4	2,412	0	0
5240 Repair & Maintenance	986,555	1,089,944	1,208,563	5,000	5,000
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	22,799	11,635	134,867	3,770	3,770
5310 Office Supplies	(21,291)	8,145	12,541	9,500	9,500
5320 Operating Supplies	55,632	75,826	67,401	600	600
5330 Repair & Maintenance Supplies	68,710	86,168	112,167	300	300
5340 Minor Equipment	1,245	2,951	5,125	0	0
5350 Clothing	6,468	6,882	16,600	0	0
5390 Other Commodities	1,314	582	500	400	400
5410 Education	4,369	5,934	11,500	6,000	6,000
5420 Local Travel	1,414	976	1,920	2,000	2,000
5430 Out-of-Town Travel	4,941	50	5,650	4,000	4,000
5440 External Rent	0	41,937	41,937	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	86,981	89,836	249,800	900	900
<b>Subtotal External Materials &amp; Services</b>	<b>\$2,162,504</b>	<b>\$2,429,310</b>	<b>\$2,966,444</b>	<b>\$40,470</b>	<b>\$47,922</b>
5510 Fleet Services	\$20,600	\$80,234	\$20,860	\$1,200	\$1,200
5520 Printing/Distribution	31,005	31,842	32,302	22,084	22,084
5530 Facilities Services	109,178	109,402	110,538	72,085	72,085
5540 Communications	76,017	50,657	39,034	26,629	26,629
5550 Data Processing	26,129	53,961	83,713	82,265	82,265
5560 Insurance	54,955	40,742	32,609	22,135	22,135
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	4,808	2,666	12,236	0	0
5590 Other Fund Services	7,106	5,743	8,525	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$329,798</b>	<b>\$375,247</b>	<b>\$339,817</b>	<b>\$226,398</b>	<b>\$226,398</b>
<b>Total Materials &amp; Services</b>	<b>\$2,492,302</b>	<b>\$2,804,557</b>	<b>\$3,306,261</b>	<b>\$266,868</b>	<b>\$274,320</b>
5610 Land	\$0	\$2,495	\$0	\$0	\$0
5620 Buildings	102,151	966,395	76,969	0	0
5630 Improvements	120,505	479,732	2,226,134	0	0
5640 Equipment	30,215	29,356	29,000	6,000	6,000
<b>Total Capital Outlay</b>	<b>\$252,871</b>	<b>\$1,477,978</b>	<b>\$2,332,103</b>	<b>\$6,000</b>	<b>\$6,000</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$4,665,212</b>	<b>\$6,028,899</b>	<b>\$7,412,467</b>	<b>\$1,032,028</b>	<b>\$1,039,480</b>

# BUREAU OF GENERAL SERVICES (346)

General Fund (101)

Public Utilities

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0838	Director of General Services	1	52,903	1	54,836	1	57,616	1	57,616	1	57,616
3350	Facilities Manager	0	0	1	26,080	1	50,025	0	0	0	0
3211	Facilities Planner	1	46,913	1	39,505	1	39,354	0	0	0	0
3210	Lease and Property Technician	0	0	0	0	1	24,460	0	0	0	0
3166	Senior Engineer	1	44,952	1	56,542	1	43,622	0	0	0	0
3139	Architectural Drafting Specialist	1	20,890	1	25,945	1	26,949	0	0	0	0
3138	Architectural Supervisor	1	41,507	1	42,408	1	43,285	0	0	0	0
3137	Project Architect	1	39,097	1	44,630	0	0	0	0	0	0
3136	Property Management Supervisor	1	32,088	1	41,710	1	41,558	0	0	0	0
1542	Fleet Operations Supervisor	1	40,222	0	614	0	0	0	0	0	0
1443	Painter	1	29,022	1	29,363	1	30,347	0	0	0	0
1218	Utility Worker	2	53,227	2	48,825	2	51,126	0	0	0	0
1118	Facilities Maintenance Manager	1	42,378	1	40,281	1	40,090	0	0	0	0
1117	Building Maintenance Supervisor II	1	33,741	0	16,220	0	0	0	0	0	0
1116	Lead Bldg Maintenance Mechanic	1	30,415	1	30,912	1	31,866	0	0	0	0
1115	Building Maintenance Mechanic	9	260,271	9	271,195	9	273,123	0	0	0	0
0828	Senior Management Analyst	0	0	2	77,649	2	83,116	2	83,116	2	83,116
0827	Management Analyst	1	33,333	1	21,144	1	34,387	1	35,447	1	35,447
0819	Administrative Assistant I	1	26,512	0	0	0	0	0	0	0	0
0816	Administrative Analyst Technician	0	0	0	0	0	0	1	24,128	1	24,128
0660	Human Resources Director	1	46,943	0	0	0	0	0	0	0	0
0548	Administrative Services Director	1	47,646	1	45,261	1	49,150	1	49,150	1	49,150
0545	Administrative Services Officer II	1	44,351	0	0	0	0	0	0	0	0
0515	Senior Accountant	1	55,445	3	68,374	3	89,232	3	89,232	3	89,232
0514	Associate Accountant	0	0	1	35,390	2	49,942	2	50,601	2	50,601
0512	Billing Accountant	1	9,972	1	28,830	0	0	0	0	0	0
0510	Accounting Assistant	4	77,796	2	40,349	2	40,474	2	39,842	2	39,842
0430	Auto Parts Specialist	5	132,580	0	0	0	0	0	0	0	0
0346	Word Processor Operator II	1	8,857	1	23,555	1	24,274	1	24,274	1	24,274
0345	Word Processor Operator I	1	15,466	0	15,466	0	0	0	0	0	0
0222	Secretarial Assistant	1	22,092	1	23,010	1	23,724	0	0	0	0
0221	Secretarial Clerk II	0	0	1	4,941	1	22,152	1	22,152	1	22,152
0220	Secretarial Clerk I	1	18,948	1	20,054	1	20,342	1	20,342	1	20,342
0210	Typist Clerk	1	15,898	1	17,626	1	18,678	1	18,678	1	18,678
0114	Clerical Specialist I	1	21,107	1	21,987	1	22,669	1	18,500	1	18,500
TOTAL FULL-TIME POSITIONS		45	1,344,591	39	1,212,707	39	1,231,581	18	533,078	18	533,078

**OFFICE OF INTERGOVERNMENTAL AFFAIRS (303)**

General Fund (101)

Finance &amp; Administration

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$228,394
<i>External Materials and Services</i>	0	0	0	0	178,637
<i>Internal Materials and Services</i>	0	0	0	0	36,592
<i>Capital Outlay</i>	0	0	0	0	2,200
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$445,823</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	4
<i>Discretionary</i>	0.0	0.0	0.0	0.0	3.1
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		0	0	0	348,179
<b><i>Total Discretionary Resources</i></b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$348,179</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	7,500
<i>Interagency Services</i>		0	0	0	90,144
<b><i>TOTAL FUNDING</i></b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$445,823</b>
<b><u>PROGRAMS</u></b>					
<i>Portland Office</i>		\$0	\$0	\$0	\$313,823
<i>Washington contracts</i>		0	0	0	132,000
<b><i>TOTAL PROGRAMS</i></b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$445,823</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of Intergovernmental Affairs provides state and federal representation of the City's legislative and administrative objectives. The Office is divided into two components: Portland Office operations, and Washington, D.C. operations. Funding for Portland Office operations supports intergovernmental representation for 24 City bureaus and offices, the Mayor and members of the City Council in advancing City objectives with the Congress, State Legislature, and other units of government, and for assistance required by City Council members.

The Washington, D.C. operation supports the City's contracts for lobbying services. Contractor provides day-to-day representation of the City's federal interests and needs, full staffing and office support for visiting City Officials, information and assistance with grants and appropriations for the City, monitoring of Federal initiatives and liaison with national member associations.

This is the first year that the Intergovernmental Affairs is an appropriation unit. Previously, it was a program under the Office of the Mayor.

**OFFICE OF INTERGOVERNMENTAL AFFAIRS (303)**

General Fund (101)

Finance & Administration

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**PERFORMANCE OBJECTIVES**

The Office of Intergovernmental Affairs will continue to promote the interest of the City of Portland before the Federal and State governments, as well as within our local government entities. Chief among our undertakings this fiscal year will be the State of Oregon's 66th Legislative Session beginning in January, 1991. In addition, our office will continue to coordinate the Federal lobbying activities that take place within the City's bureaus and agencies.

**OFFICE OF INTERGOVERNMENTAL AFFAIRS (303)**

General Fund (101)

Finance &amp; Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PORTLAND OFFICE</u></b>				
<i>Total Expenditures</i>	\$0	\$0	\$0	\$313,823
<i>General Fund Discretionary Expenditures</i>	0	0	0	268,679
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	4.00
<i>Performance/Workload Measures:</i>				
State Legis. Goals Achieved	*	*	*	95%
Bureaus Represented	*	*	*	*
Special Projects Completed	*	*	*	*

The Portland Office operation supports intergovernmental representation for 24 City bureaus and offices, the Mayor and members of the City Council in advancing City objectives with the Congress, State Legislature, and other units of government, and for assistance required by City Council members. This budget includes continuation of interfund transfers from Water and Environmental Services Bureaus enabling the Office to meet its full intergovernmental responsibilities.

**WASHINGTON CONTRACTS**

<i>Total Expenditures</i>	\$0	\$0	\$0	\$132,000
<i>General Fund Discretionary Expenditures</i>	0	0	0	79,500
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Federal Legis. Goals Achieved	*	*	*	80%
Liaison w/Interim Committees	*	*	*	*

The Washington, D.C. program houses the City's contracts for lobbying services. Contractor provides day-to-day representation of the City's federal interests and needs, full staffing and office support for visiting City Officials, information and assistance with grants and appropriations for the City, monitoring of federal initiatives, and liaison with national member associations. The Portland Development Commission has contributed to the cost of the contract. The City's Bureaus of Water, Transportation and Environmental Services equally share in the costs of a contract for the provision of specific services for these Bureaus. Services are focused on influencing rulemaking and legislation, and developing and securing grants and other federal assistance for bureau programs.

# OFFICE OF INTERGOVERNMENTAL AFFAIRS (303)

General Fund (101)

Finance & Administration

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$168,861
5120 Part-Time Employees	\$0	\$0	\$0	\$0	0
5140 Overtime	\$0	\$0	\$0	\$0	0
5150 Premium Pay	\$0	\$0	\$0	\$0	0
5170 Benefits	\$0	\$0	\$0	\$0	59,533
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$228,394</b>
5210 Professional Services	\$0	\$0	\$0	\$0	\$132,000
5220 Utilities	\$0	\$0	\$0	\$0	8,447
5230 Equipment Rental	\$0	\$0	\$0	\$0	2,500
5240 Repair & Maintenance	\$0	\$0	\$0	\$0	800
5280 Local Match Payment	\$0	\$0	\$0	\$0	0
5290 Miscellaneous Services	\$0	\$0	\$0	\$0	3,000
5310 Office Supplies	\$0	\$0	\$0	\$0	2,500
5320 Operating Supplies	\$0	\$0	\$0	\$0	0
5330 Repair & Maintenance Supplies	\$0	\$0	\$0	\$0	0
5340 Minor Equipment	\$0	\$0	\$0	\$0	0
5350 Clothing	\$0	\$0	\$0	\$0	0
5390 Other Commodities	\$0	\$0	\$0	\$0	3,000
5410 Education	\$0	\$0	\$0	\$0	0
5420 Local Travel	\$0	\$0	\$0	\$0	7,640
5430 Out-of-Town Travel	\$0	\$0	\$0	\$0	9,500
5440 External Rent	\$0	\$0	\$0	\$0	500
5450 Interest	\$0	\$0	\$0	\$0	0
5460 Refunds	\$0	\$0	\$0	\$0	0
5470 Retirement	\$0	\$0	\$0	\$0	0
5490 Miscellaneous	\$0	\$0	\$0	\$0	8,750
<b>Subtotal External Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$178,637</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$100
5520 Printing/Distribution	\$0	\$0	\$0	\$0	8,832
5530 Facilities Services	\$0	\$0	\$0	\$0	9,495
5540 Communications	\$0	\$0	\$0	\$0	7,147
5550 Data Processing	\$0	\$0	\$0	\$0	1,500
5560 Insurance	\$0	\$0	\$0	\$0	9,518
5570 Equipment Lease	\$0	\$0	\$0	\$0	0
5580 Same Fund Services	\$0	\$0	\$0	\$0	0
5590 Other Fund Services	\$0	\$0	\$0	\$0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,592</b>
<b>Total Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$215,229</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	\$0	\$0	\$0	\$0	0
5630 Improvements	\$0	\$0	\$0	\$0	0
5640 Equipment	\$0	\$0	\$0	\$0	2,200
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,200</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$445,823</b>



### Finance & Administration

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**BUREAU OF LICENSES (316)**

General Fund (101)

Public Safety

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$868,247	\$911,024	\$1,013,855	\$1,151,440	\$1,151,440
<i>External Materials and Services</i>	17,552	19,087	19,039	36,802	37,727
<i>Internal Materials and Services</i>	252,993	236,733	250,493	306,492	306,492
<i>Capital Outlay</i>	9,084	14,298	0	33,064	33,064
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$1,147,876</b>	<b>\$1,181,142</b>	<b>\$1,283,387</b>	<b>\$1,527,798</b>	<b>\$1,528,723</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	27	27	27	31	31
<i>Discretionary</i>	27	27	27	31	31
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,181,142	1,283,387	1,508,207	1,509,132
<b><u>Total Discretionary Resources</u></b>		<b>\$1,181,142</b>	<b>\$1,283,387</b>	<b>\$1,508,207</b>	<b>\$1,509,132</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	19,591	19,591
<b><u>TOTAL FUNDING</u></b>		<b>\$1,181,142</b>	<b>\$1,283,387</b>	<b>\$1,527,798</b>	<b>\$1,528,723</b>
<b><u>PROGRAMS</u></b>					
<i>Business Licenses</i>		\$888,124	\$969,619	\$1,133,930	\$1,134,855
<i>Regulatory Permits</i>		253,571	277,652	289,807	289,807
<i>Transient Lodgings</i>		39,447	36,116	104,061	104,061
<b><u>TOTAL PROGRAM</u></b>		<b>\$1,181,142</b>	<b>\$1,283,387</b>	<b>\$1,527,798</b>	<b>\$1,528,723</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Licenses is responsible for identifying, collecting, auditing licenses and lodging taxes for all businesses operating within the City of Portland. The Bureau also enforces towing, ground transportation, parking, pawn shops, amusement devices, social games regulations and collects permit fees.

The total budget provides \$165,911 to the License Bureau above the FY 1989-90 Revised Budget, along with inflationary adjustments. The primary reason for this increase in General Fund discretionary support is the addition of four new positions: 3 auditors and 1 clerical specialist in order to address the recommendations of the 1985 audit by the Office of the City Auditor. Also, included is funding for capital outlay to complete the Bureau Automation Plan during FY 1990-91. The Bureau anticipates increasing Business License revenue by approximately \$165,000 and Transient Lodgings tax revenue by approximately \$10,000 with the addition of the four new positions.

## BUREAU OF LICENSES (316)

General Fund (101)

Public Safety

### APPROPRIATION SUMMARY

Also, included in this budget is a new Interagency Service Agreement for \$19,591 between the Convention and Tourism Fund and the Bureau of Licenses. This will cover the Portland Oregon Visitors Association (POVA) administrative costs. The costs included one-half of one Clerical Specialist position assigned to the Transient Lodgings Program. Responsibilities will include preparation of the Fund Budget, quarterly Fund reconciliations, and resolving any questions or concerns raised regarding the Convention and Tourism Fund.

Total revenue receipts derived from the collection of business licenses, transient lodgings taxes and regulatory permits for FY 1990-91 are estimated to be \$25,458,312, approximately \$4.0 million above the actual receipts for FY 1989-90.

### BUREAU PERFORMANCE OBJECTIVES

*The performance objectives for the Bureau of Licenses during FY 1990-91 include the following priority projects and intended accomplishments:*

- o Complete implementation of the City Auditor's recommendations relating to management and operation of the Bureau's Audit Section by June 30, 1991.

Implementation of the Auditor's recommendations requires additional resources in both the Business License program (\$120,972) and the Transient Lodging program (\$30,243) as requested in the Budget. This objective will establish a new workload indicator "Number of Business License Audits", of 285 audits per year for the Business License program. This total includes audits performed by existing staff plus new staff requested in the Enforcement/Compliance #1 Decision Package which would be phased in over the FY 1990-91 budget year. Total audits will increase once the phase-in period is complete.

In addition, a new workload indicator would be established in the Transient Lodgings Tax program, the "Number of Transient Lodgings Audits", and it is anticipated that the estimated 30 Transient Lodgings Audits for FY 1990-91 will increase once the phase-in period is complete. The Auditor's report indicated that very few audits have been conducted since 1984 due to limited staff availability. Upon approval, this Decision Package will provide the staffing level to achieve the objectives as discussed above.

The Bureau is requesting four additional staff people, three in the Business License Program and one in the Transient Lodging program to conduct the audits which will put them in compliance with the Auditor's recommendations.

- o Complete the management study of the Regulatory Division, including organization, staffing, workloads and fee structures by December 1, 1990.

This management study includes analysis regarding organization, staffing, workloads and fee structures. The Regulatory Division program is completely self-supporting from permit fees and has proven to be an effective method of improving public safety and liveability as an alternative to increased police and court costs. The workload indicators of "No. of Regulatory Permits Issued" increases from 5,420 in FY 1989-90 to 5,750, or by 330, in FY 1990-91 at both the Target and Total Request levels. The Field Case Load" workload measure increases from 1,084 in FY 1989-90 to 1,437 in FY 1990-91 at both the Target and Total Request levels. However, the "Revenue Collected" decreases from \$331,000 in FY 1989-90 to \$319,500 at both the Target and Total Request levels.

## BUREAU OF LICENSES (316)

General Fund (101)

Public Safety

### APPROPRIATION SUMMARY

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o Complete Bureau Automation Plan in compliance with the City Information System Plan by December 1, 1990.

The City's Information Systems Plan mandated by the FY 1986-87 Budget and completed in November, 1988, requires each bureau to complete a Bureau Automation Plan. This project simply shows the bureau's intent to comply with that requirement. The Bureau of Licenses Plan will be completed within the Target budget during FY 1990-91.

o Review Business License Law and Transient Lodgings Tax Code as part of the City's Revenue Option study to determine potential for additional revenues by June 30, 1991.

The License Bureau has already been closely associated with the City's current review of options to increase City revenues. Two of those options relate to Bureau programs and others, if adopted, will be administered by the Bureau. This project shows the Bureau's intent to devote resources to assisting the Council and the Bureau of Financial Planning in studying these options. The Bureau finds a review and possible revision of the Business License Law to be in order, and if such a review is directed by the Council, considerable resources will be required.

The License Bureau plans to complete the study within its Target budget. Approval of the Bureau's Enforcement/Compliance Decision Packages will provide additional resources for conducting the review. According to the Bureau, approval of the City Attorney's request for additional support for License Bureau programs would be of assistance.

o Resolve issues regarding "multiple business licensing" at 1991 Legislative Session to limit potential revenue losses by June 30, 1991.

For the past three legislative sessions the City has had to defend the Business License program against claims that many businesses in the metropolitan area face an extreme burden in obtaining business licenses from every city in which they do business. A pilot "passport license" program administered by METRO is already in place. This project simply shows the License Bureau's intent to devote resources to resolving this issue. The License Bureau Manager is currently a member of an interim task force that reports to the Senate Government Operations Committee on this subject. During the 1991 Session, the manager will be spending considerable time in Salem on this and related subjects.

The work on this project will be completed within the Target Budget for FY 1990-91.

**BUREAU OF LICENSES (316)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>BUSINESS LICENSES</u></b>				
<i>Total Expenditures</i>	\$888,124	\$969,619	\$1,133,930	\$1,134,855
<i>General Fund Discretionary Expenditures</i>	888,124	969,619	1,133,930	1,134,855
<i>Authorized Full-Time Positions</i>	20.75	20.75	23.25	23.25
<i>Performance/Workload Measures:</i>				
Number of Active Accounts	31,675	31,672	32,000	32,000
Field Case Load	3,556	3,447	3,556	3,556
Account Activity	50,430	51,211	53,000	53,000
Audit Activity – No. of BL Audits	0	0	285	285

The Business License program objective is to collect the maximum revenue from business license fees while helping to maintain a positive business climate in the City of Portland. The program identifies businesses subject to the Business License Law, collects fees, maintains records, audits accounts for accuracy and assists businesses in complying with the law.

This program funding level allows the generation of more revenue by increasing enforcement and compliance with the Business License Law through increased auditing of business license accounts in response to the 1985 audit recommendations by the Office of the City Auditor. Additional General Fund support in the amount of \$120,972 for two new auditor positions, one clerical specialist and associated materials and services, and capital costs which will assist in strengthening the program's audit section.

As a result of the new positions, the program anticipates increasing Business License revenue by \$165,000 above the Bureau of Financial Planning Financial Forecast for FY 1990-91.

**REGULATORY PERMITS**

<i>Total Expenditures</i>	\$253,571	\$277,652	\$289,807	\$289,807
<i>General Fund Discretionary Expenditures</i>	253,571	277,652	289,807	289,807
<i>Authorized Full-Time Positions</i>	5.50	5.50	5.25	5.25
<i>Performance/Workload Measures:</i>				
Number of Permits Issued	5,417	5,420	5,750	5,750
Field Case Load	1,083	1,084	1,437	1,437
Revenue Collected	315,359	331,000	319,500	319,500

The Regulatory Permits program objective is to protect public safety and improve liveability through regulatory activity with specified industries that provide essential services or have a high potential for public safety enforcement, such as secondhand dealers dealing in stolen goods. This program includes enforcing regulations, covering a variety of business activities involving towing, taxicabs, parking lots, pawn shops, amusement devices, social games and liquor licenses. The staff investigates, reports, recommends and enforces regulations often in cooperation with the Bureau of Police, Attorney General, OLCC, neighborhood groups and other agencies.

This program funding level remains at the current service level.

**BUREAU OF LICENSES (316)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 89-90</i>	<i>Adopted FY 89-90</i>
<b><u>TRANSIENT LODGINGS</u></b>				
<i>Total Expenditures</i>	\$39,447	\$36,116	\$104,061	\$104,061
<i>General Fund Discretionary Expenditures</i>	39,447	36,116	84,470	84,470
<i>Authorized Full-Time Positions</i>	0.75	0.75	2.50	2.50
<i>Performance/Workload Measures:</i>				
No. of Active Accounts	145	145	145	145
Revenue Collected	4,549,226	4,733,781	5,079,722	5,079,722
Audit Activity – No. of TL Audits	0	0	30	30

The Transient Lodgings program objective is to collect maximum revenue from hotel and motel operators in a simple and equitable manner. the program includes identifying hotel and motel operators subject to the Transient Lodgings Tax, collecting fees, auditing accounts for accuracy, maintaining records and providing assistance to operators in payment of the tax.

The funding level for this program reflects an Interagency Service Agreement between the Convention and Tourism Fund and the Bureau of Licenses in the amount of \$19,591 for the Portland Oregon Visitors Association (POVA) administrative costs. This will cover one-half the cost of one Clerical Specialist who will be responsible for the preparation of the Convention and Tourism Fund Budget, quarterly Fund reconciliations, and resolving any questions or concerns raised regarding the Fund.

Also, included is additional General Fund support in the amount of \$30,243 for one new auditor position, materials and services and capital costs. The additional support will assist in increasing enforcement and compliance with the Transient Lodgings Tax Code through increased auditing of transient lodging operators/accounts in response to the 1985 audit conducted by the Office of the City Auditor.

As a result of adding a new position, the program anticipates increasing Transient Lodgings Tax revenue by \$10,000 above the Bureau of Financial Planning Financial Forecast for FY 1990-91.

**BUREAU OF LICENSES (316)**

General Fund (101)

Public Safety

**LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$644,045	\$659,950	\$719,874	\$808,878	\$808,878
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	643	451	750	1,250	1,250
5150 Premium Pay	110	2,097	1,000	500	500
5170 Benefits	223,449	248,526	292,231	340,812	340,812
<b>Total Personal Services</b>	<b>\$868,247</b>	<b>\$911,024</b>	<b>\$1,013,855</b>	<b>\$1,151,440</b>	<b>\$1,151,440</b>
5210 Professional Services	\$0	\$1,300	\$500	\$750	\$750
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	1,725	1,268	1,350	3,052	3,052
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	695	2,895	850	850	1,775
5310 Office Supplies	7,881	6,815	7,139	19,150	19,150
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	380	320	250	0	0
5340 Minor Equipment	557	367	250	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	1,024	897	900	1,900	1,900
5420 Local Travel	3,951	4,245	4,770	5,770	5,770
5430 Out-of-Town Travel	933	512	530	780	780
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	406	468	2,500	4,550	4,550
<b>Subtotal External Materials and Services</b>	<b>\$17,552</b>	<b>\$19,087</b>	<b>\$19,039</b>	<b>\$36,802</b>	<b>\$37,727</b>
5510 Fleet Services	\$0	\$0	\$0	0	0
5520 Printing/Distribution	45,768	47,356	47,248	\$59,563	\$59,563
5530 Facilities Services	69,550	70,674	71,468	91,266	91,266
5540 Communications	18,032	20,234	14,990	18,179	18,179
5550 Data Processing	106,501	87,477	95,534	87,357	87,357
5560 Insurance	1,057	1,997	3,103	31,552	31,552
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	3,445	490	3,750	2,000	2,000
5590 Other Fund Services	8,640	8,505	14,400	16,575	16,575
<b>Subtotal Internal Materials and Services</b>	<b>\$252,993</b>	<b>\$236,733</b>	<b>\$250,493</b>	<b>\$306,492</b>	<b>\$306,492</b>
<b>Total Materials &amp; Services</b>	<b>\$270,545</b>	<b>\$255,820</b>	<b>\$269,532</b>	<b>\$343,294</b>	<b>\$344,219</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	9,084	14,298	0	33,064	33,064
<b>Total Capital Outlay</b>	<b>\$9,084</b>	<b>\$14,298</b>	<b>\$0</b>	<b>\$33,064</b>	<b>\$33,064</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$1,147,876</b>	<b>\$1,181,142</b>	<b>\$1,283,387</b>	<b>\$1,527,798</b>	<b>\$1,528,723</b>

# BUREAU OF LICENSES (316)

General Fund (101)

Public Safety

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
2213	License Bureau Manager	1	42,017	1	45,348	1	45,575	1	52,104	1	52,104
2212	Field Representative Supervisor	1	31,473	2	63,031	2	65,129	2	66,518	2	66,518
2211	Field Representative II	1	26,131	0	3,117	0	0	0	0	0	0
2210	Field Representative	10	247,807	10	253,107	10	268,931	10	269,580	10	269,580
0842	Taxicab Towing Regulator	1	32,037	1	32,637	1	32,615	1	33,259	1	33,259
0827	Management Analyst	0	10,188	0	0	0	0	0	0	0	0
0537	Senior Management Auditor	0	0	1	24,224	1	38,126	1	39,874	1	39,874
0515	Senior Accountant	3	55,418	2	34,577	2	52,744	5	96,493	5	96,493
0510	Accounting Assistant	0	0	0	0	0	0	0	0	0	0
0222	Secretarial Assistant	1	22,092	0	21,511	0	0	0	0	0	0
0220	Secretarial Clerk I	2	18,949	1	3,926	1	14,984	1	15,662	1	15,662
0119	Customer Services Support	N/A	1,611	0	0	0	0	0	0	0	0
0117	Office Manager II	1	28,883	1	29,357	1	29,665	1	30,264	1	30,264
0114	Clerical Specialist I	6	127,439	7	147,137	7	149,415	8	176,633	8	176,633
0819	Administrative Assistant I	0	0	1	1,980	1	22,690	1	28,491	1	28,491
TOTAL FULL-TIME POSITIONS		27	644,045	27	659,950	27	719,874	31	808,878	31	808,878



**OFFICE OF THE MAYOR (195)**

General Fund (101)

Finance &amp; Administration

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,031,202	\$980,434	\$991,174	\$1,016,516	\$788,122
<i>External Materials and Services</i>	191,946	225,325	265,518	264,703	104,538
<i>Internal Materials and Services</i>	109,679	238,425	192,747	248,397	183,080
<i>Capital Outlay</i>	3,215	29	3,500	2,200	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$1,336,042</b>	<b>\$1,444,213</b>	<b>\$1,452,939</b>	<b>\$1,531,816</b>	<b>\$1,075,740</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	20	18	19	19	15
<i>Discretionary</i>	18.3	17.2	18.3	18.1	15
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,295,922	1,356,799	1,434,172	1,075,740
<b><i>Total Discretionary Resources</i></b>		<b>\$1,295,922</b>	<b>\$1,356,799</b>	<b>\$1,434,172</b>	<b>\$1,075,740</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		41,939	0	0	0
<i>Contracts</i>		0	0	7,500	0
<i>Interagency Services</i>		106,352	96,140	90,144	0
<b><i>TOTAL FUNDING</i></b>		<b>\$1,444,213</b>	<b>\$1,452,939</b>	<b>\$1,531,816</b>	<b>\$1,075,740</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$922,466	\$956,355	\$978,874	\$938,739
<i>International Relations</i>		85,035	136,626	137,001	137,001
<i>Intergovernmental Affairs</i>		369,676	359,958	415,941	0
<i>PDX Marketplace</i>		10,612	0	0	0
<i>Drug Free Workplace Program</i>		\$56,424	0	0	0
<b><i>TOTAL PROGRAMS</i></b>		<b>\$1,444,213</b>	<b>\$1,452,939</b>	<b>\$1,531,816</b>	<b>\$1,075,740</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Mayor provides leadership and supervision over the general affairs of the City; provides information and assistance to the public; coordinates contact between agencies of the City and federal, state, regional, and local governments; and coordinates programs and promotes contacts between Portland and other cities throughout the world. In addition, the Mayor has administrative oversight of the Bureau of Police, Bureau of Community Development, the Office of Finance and Administration (which includes the Affirmative Action Program, Urban Services Program, Computer Services Division, Grants Compliance Program, Risk Management Division, Treasury Division, Bureau of Financial Planning, and Personnel Services), the Office of the City Attorney, and the Portland Development Commission. The Intergovernmental Affairs program will be a separate appropriation unit in FY 1990-91.

The Mayor's Office identifies City priorities and then focuses citywide efforts on strategies, policies and

## OFFICE OF THE MAYOR (195)

General Fund (101)  
Finance & Administration

### *APPROPRIATION SUMMARY*

on four priority areas: public safety, neighborhood revitalization, affirmative action and the fiscal stability of City finances.

The Office of the Mayor's budget reflects a \$524,596 decrease under the current year's Revised Budget. Increases due to inflation, Risk Management and City Hall rent were offset by the separation of the Intergovernmental Affairs Program into its own appropriation Unit.

The Office of the Mayor's budget is divided into three program categories: Administration, International Relations, and Intergovernmental Affairs. The Intergovernmental Affairs program will become a separate Appropriation Unit in the FY 1990-91.

#### **PERFORMANCE OBJECTIVES**

The Office of the Mayor intends to accomplish the following four top priority projects during FY 1990-91:

##### **Public Safety**

- Implement first year of the Community Policing Transition Plan. Identify funding source for full funding of the Community Policing Plan in the Police Bureau.
- Continue anti-drug efforts in cooperation with other governments and law enforcement agencies. Focus public attention and public resources on the social programs identified as underlying causes of drug abuse and dependency.

##### **Neighborhood Revitalization**

- Continue efforts to develop a coordinated housing program that focuses local, state and federal resources to reverse trends in abandoned and deteriorating housing stock in target neighborhoods.
- Develop a full employment strategy for neighborhoods with higher and most persistent unemployment rates, with special emphasis on minority employment.
- Coordinate school-to-work programs to divert at-risk youth in target neighborhoods away from criminal activity and into educational and career paths.

##### **Fiscal Stability**

- Support programs and strategies that increase the economic viability of the City so that adequate revenues may be generated to pay for service levels desired by the community.
- Complete the strategic planning process for the City so that the community may define the role of City government into the 21st century.
- Reinterpret the urban services policy of the City so that negotiations between the City and Multnomah County regarding service delivery may be completed by the end of FY 90-91. Full implementation of the urban services policy, including completion of the annexation program in East Portland, is critical to securing a stable funding base for City Services.
- Focus Local, regional, state and federal attention on the major issues facing the City in order to obtain adequate financial, program, and policy assistance to address the City's agenda during the next decade.
- Continue to build City General Fund reserves.
- Refine and perfect performance measurements in bureau programs and budget.

##### **General Affairs of the City**

- Achieve city-wide Affirmative Action program goals in FY 90-91. Continue efforts to contain health insurance benefit costs.

**OFFICE OF THE MAYOR (195)**

General Fund (101)

Finance &amp; Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$922,466	\$956,355	\$978,874	\$938,739
<i>General Fund Discretionary Expenditures</i>	922,466	956,355	978,874	938,739
<i>Authorized Full-Time Positions</i>	13.00	13.00	13.00	13.00
<i>Performance/Workload Measures:</i>				
48 Hour Response Time to Phone Calls	*	*	90%	90%
4 Day Response Time to Communications	*	*	90%	90%
Follow-up on Constituent Contacts	*	*	95%	95%
4 Weekly Community Contacts (Mayor)	*	*	90%	90%
3 Weekly Community Contacts (Staff)	*	*	90%	90%
Preside Over Council Meetings	137	*	148	148

The Administration program is responsible coordinates the activities and workload of City Council and City officials; chairs and participates in City Council meetings in conducting the legislative duties of the mayor; establishes policies for the Mayor's bureaus and ensures that they are efficiently run in response to the Mayor's and Council's directives; facilitates communication between City operations and the public to ensure citizen participation; and responds to and resolves citizen's concerns.

The Administration program's budget has decreased by \$17,616 from the current revised fiscal year. This is due to operational costs related to the Intergovernmental program being deducted from the overall budget. The Intergovernmental Affairs program will be its own appropriation unit in FY 1990-91.

**INTERNATIONAL RELATIONS**

<i>Total Expenditures</i>	\$85,035	\$136,626	\$137,001	\$137,001
<i>General Fund Discretionary Expenditures</i>	85,035	136,626	137,001	137,001
<i>Authorized Full-Time Positions</i>	2.00	2.00	2.00	2.00
<i>Performance/Workload Measures:</i>				
Special Projects Completed	33	36	38	38
International Visitors Assisted	435	750	432	432

The International Relations program provides the coordination of sister city and other international programs; responds to international inquiries; supervises protocol for the Mayor and City Council relations with foreign dignitaries and visitors; coordinates and promotes international economic development, acting as the clearinghouse for information about all such programs in the city.

The program reflects a slight increase of \$375 over the current year due to provisions made for City Hall Rent, risk management and inflation.

**OFFICE OF THE MAYOR (195)**

General Fund (101)

Finance &amp; Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>INTERGOVERNMENTAL AFFAIRS</u></b>				
<i>Total Expenditures</i>	\$369,676	\$359,958	\$415,941	\$0
<i>General Fund Discretionary Expenditures</i>	221,386	263,818	318,297	0
<i>Authorized Full-Time Positions</i>	3.00	4.00	4.00	0.00
<i>Performance/Workload Measures:</i>				
State Legis. Goals Achieved	95%	*	95%	0
Federal Legis. Goals Achieved	*	*	80%	0
Liaison w/Interim Committees	*	12	*	0
Bureaus Represented	*	24	*	0
Special Projects Completed	*	2	*	0

The Intergovernmental Affairs program will become a separate Appropriation Unit in FY 1990-91. Please see separate section for details.

# OFFICE OF THE MAYOR (195)

General Fund (101)

Finance & Administration

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$767,401	\$715,930	\$719,090	\$718,803	\$549,942
5120 Part-Time Employees	13,747	10,421	3,640	14,564	14,564
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	250,054	254,083	268,444	283,149	223,616
<b>Total Personal Services</b>	<b>\$1,031,202</b>	<b>\$980,434</b>	<b>\$991,174</b>	<b>\$1,016,516</b>	<b>\$788,122</b>
5210 Professional Services	\$87,034	\$140,426	\$100,835	\$137,300	\$23,772
5220 Utilities	1,481	3,138	2,200	8,447	0
5230 Equipment Rental	1,759	1,728	1,800	2,500	0
5240 Repair & Maintenance	3,944	2,712	4,090	2,935	2,135
5280 Local Match Payment	0	0	2,426	0	0
5290 Miscellaneous Services	10,183	17,080	42,246	10,700	7,700
5310 Office Supplies	3,425	5,981	6,100	5,800	3,300
5320 Operating Supplies	8	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	3,867	6,114	29,900	24,900	21,900
5410 Education	690	5	1,550	1,300	1,300
5420 Local Travel	3,626	8,222	3,650	9,590	1,950
5430 Out-of-Town Travel	13,539	18,058	38,629	37,881	28,381
5440 External Rent	13,818	6,372	0	500	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	48,572	15,489	32,092	22,850	14,100
<b>Subtotal External Materials &amp; Services</b>	<b>\$191,946</b>	<b>\$225,325</b>	<b>\$265,518</b>	<b>\$264,703</b>	<b>\$104,538</b>
5510 Fleet Services	\$8,172	\$7,518	\$5,503	\$6,358	\$6,258
5520 Printing/Distribution	22,922	34,170	32,432	37,772	28,940
5530 Facilities Services	0	736	0	71,217	32,997
5540 Communications	32,628	47,020	32,340	33,227	26,080
5550 Data Processing	1,404	3,744	5,127	3,327	1,827
5560 Insurance	4,673	101,821	71,287	45,210	35,692
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	39,880	43,952	46,058	51,286	51,286
5590 Other Fund Services	0	(536)	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$109,679</b>	<b>\$238,425</b>	<b>\$192,747</b>	<b>\$248,397</b>	<b>\$183,080</b>
<b>Total Materials &amp; Services</b>	<b>\$301,625</b>	<b>\$463,750</b>	<b>\$458,265</b>	<b>\$513,100</b>	<b>\$287,618</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	3,215	29	3,500	2,200	0
<b>Total Capital Outlay</b>	<b>\$3,215</b>	<b>\$29</b>	<b>\$3,500</b>	<b>\$2,200</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$1,336,042</b>	<b>\$1,444,213</b>	<b>\$1,452,939</b>	<b>\$1,531,816</b>	<b>\$1,075,740</b>

# OFFICE OF THE MAYOR (195)

General Fund (101)

Finance & Administration

*FULL-TIME POSITIONS*

Class	Title	<i>Actual FY 87-88</i>		<i>Actual FY 88-89</i>		<i>Revised Budget FY 89-90</i>		<i>Proposed FY 90-91</i>		<i>Adopted FY 90-91</i>	
		<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
0002	Mayor	1	66,958	1	68,186	1	69,638	1	69,638	1	69,638
0900	Staff Assistant	1	24,799	1	32,571	1	36,812	1	22,360	1	22,360
0824	Executive Assistant	1	43,889	2	59,286	2	89,232	2	96,512	2	96,512
0823	Commissioner's Assistant III	5	210,802	5	198,114	5	197,663	5	211,245	5	211,245
0822	Commissioner's Assistant II	4	113,506	2	108,219	2	89,623	2	55,546	2	55,546
0821	Commissioner's Assistant I	1	97,058	1	52,980	1	25,002	1	54,080	1	54,080
0230	Administrative Secretary	3	65,715	2	46,623	3	63,814	3	40,561	3	40,561
0810	Director	1	49,312	1	50,252	1	48,859	1	51,584	0	0
0808	Intergovernmental Specialist	2	72,322	2	75,996	2	75,525	2	91,069	0	0
080	Intergovernmental Assistant	1	23,240	1	23,703	1	22,922	1	26,208	0	0
<b>TOTAL FULL TIME POSITIONS</b>		20	767,401	18	715,930	19	719,090	19	718,803	15	549,942
<b><u>LIMITED-TERM POSITIONS:</u></b>											
0821	Commissioner's Assistant I	3	0	0	0	0	0	0	0	0	0
<b>TOTAL LIMITED-TERM</b>		3	0	0	0	0	0	0	0	0	0
<b>TOTAL INCLUDING LIMITED-TERM</b>		23	767,401	18	715,930	19	719,090	19	718,803	15	549,942

**METROPOLITAN ARTS COMMISSION (375)**

General Fund (101)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$207,412	\$213,175	\$251,161	\$295,745	\$295,745
<i>External Materials and Services</i>	648,607	696,442	808,508	735,906	780,441
<i>Internal Materials and Services</i>	55,945	65,046	63,404	76,314	76,314
<i>Capital Outlay</i>	8,324	4,275	5,000	12,000	17,279
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$920,288</b>	<b>\$978,938</b>	<b>\$1,128,073</b>	<b>\$1,119,965</b>	<b>\$1,169,779</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	5	5	5	6	6
<i>Discretionary</i>	3	3	3	4	4
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		489,785	450,600	519,117	568,931
<b>Total Discretionary Resources</b>		<b>\$489,785</b>	<b>\$450,600</b>	<b>\$519,117</b>	<b>\$568,931</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		20,275	164,825	88,200	88,200
<i>Contracts</i>		376,878	362,648	472,648	472,648
<i>Interagency Services</i>		92,000	150,000	40,000	40,000
<b>TOTAL FUNDING</b>		<b>\$978,938</b>	<b>\$1,128,073</b>	<b>\$1,119,965</b>	<b>\$1,169,779</b>
<b><u>PROGRAMS</u></b>					
<i>Community Service</i>		\$126,910	\$215,540	\$226,663	\$234,787
<i>Public Art</i>		163,668	182,098	179,458	184,173
<i>Re-Grants</i>		688,360	730,435	713,844	750,819
<b>TOTAL PROGRAM</b>		<b>\$978,938</b>	<b>\$1,128,073</b>	<b>\$1,119,965</b>	<b>\$1,169,779</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Metropolitan Arts Commission is a City agency charged with furthering the development of the arts in Portland and Multnomah County and increasing the availability of the arts to the public.

This budget restores the Arts Commission's FY 1988-89 funding level , along with minor inflationary adjustments. This level of funding enables restoration of cuts to the Arts Commission's granting programs, principally to the Oregon Symphony, Oregon Art Institute and the Portland Opera. As provided for in a Budget Note included the FY 1989-90 Adopted Budget, the base level of General Fund discretionary support for FY 1990-91 restores the \$49,588 in reductions within the FY 1989-90 budget.

Full-time positions have increased from 5 to 6 as a result of a \$40,000 Interagency Service Agreement with the Public Art Trust Fund in support of an additional position. The interagency is supported by the Percent for the Art program and Central City FAR Bonus. These funds support the maintenance and administration of the City/County Public Art Collection. In prior fiscal years the Public Art Assistant was under a personal services contract with the Arts Commission. However, in FY 1990-91 the Public Art Assistant will be a full-time City employee. The position will continue to provide administrative support to the Public Art program.

## METROPOLITAN ARTS COMMISSION (375)

General Fund (101)

Public Affairs

APPROPRIATION SUMMARY

The total budget includes the County's portion of the Arts Commission in the amount of \$362,648. It also includes a contract with the Metropolitan Exposition-Recreation Commission (MERC) in the amount of \$110,000 to provide support to the Oregon Shakespeare Festival Portland Center Stage. The contract for FY 1990-91 replaces an Interagency Service Agreement which has been entered into in prior fiscal years by the Arts Commission and the City's E/R Commission for this support to the Portland Center Stage.

### BUREAU PERFORMANCE OBJECTIVES

*The Metropolitan Arts Commission performance objectives for FY 1990-91 are, as follows:*

1. To initiate a cultural planning process for the community designed to assess the situations, roles, support for and value of its cultural resources. The intended outcome is a new set of policies and action statements developed by a broader-based constituency committed to implementing them. This effort will be thoroughly integrated with the City Strategic Plan.  
  
The current time line provides for the completion of a series of citizen planning meetings and a written report by the end of FY 1990-91.
2. To invest in and encourage the development of the arts in Portland and Multnomah County through grants to arts organizations and arts. This objective will be accomplished in FY 1990-91 with the approval of the Re-Grants portion of the Metropolitan Arts Commission FY 1990-91 Budget.
3. To improve our urban environment through the selection, siting, cataloguing and maintenance of excellent works of public art. Five of the 12 public art projects (workload/performance indicators for the Public Art Program) planned for completion in FY 1990-91 will be outside of the Downtown area. The remaining projects will be ongoing in FY 1990-91 and should be completed by year end.
4. To increase participation and involvement of minorities in the arts at the policymaking, program, administrative and consumer levels through new and expanded programs supported by a major, three-year National Endowment for the Arts grant. Contracts with the Community Outreach Coordinators will begin in February, 1990. By June 30, 1991, the Arts Commission estimates reaching 500 individuals/groups in minority communities.
5. To increase audiences for and visibility of the arts. These programs will be funded through grants and will be continued or implemented in FY 1990-91. As the workload/performance measure, "Citizens Participating in MAC-sponsored Activities", under the Re-grants program indicates, there will be an increase of 90,000 for FY 1990-91.
6. To improve the management effectiveness of arts organizations and artists through implementation of programs under the new Arts Resource Center, supported by the major NEA grant by initiating a project and securing equipment to link the State's nine Regional Arts Councils via a computer, on-line network.

In FY 1990-91 the Arts Resource Center will provide 50-60 small technical assistance grants to



## **METROPOLITAN ARTS COMMISSION (375)**

General Fund (101)

Public Affairs

*APPROPRIATION SUMMARY*

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artists/art organizations, confer with and advise up to 200 artists/art organizations. The computer on-line network will be in place and functioning by fiscal year end.

7. To advocate for arts goals and programs, for instance, by tracking and participating actively in the City Strategic Plan, working with METRO to enlarge their arts programs and agenda, etc.

All advocacy objectives listed will be accomplished in FY 1990-91.

8. To improve Arts Commission management effectiveness through upgrading computer equipment, establishing a basic file sharing network and establishing desk-top publishing capability. In addition, providing technical and "management team" training to employees will enhance management effectiveness.

The Arts Commission anticipates this objective will be accomplished in FY 1990-91.

**METROPOLITAN ARTS COMMISSION (375)**

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**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>COMMUNITY SERVICE</u></b>				
<i>Total Expenditures</i>	\$126,910	\$215,540	\$226,663	\$234,787
<i>General Fund Discretionary Expenditures</i>	53,316	63,680	81,574	89,698
<i>Authorized Full-Time Positions</i>	1.40	1.40	2.20	2.20
<i>Performance/Workload Measures:</i>				
Number of Newsletters Distributed	30,000	30,000	30,000	30,000
Number of Phone Questions Answered	5,000	5,000	7,000	7,000
Attendance at Technical Asst. Workshop	0	200	400	400
Walking Tour Brochures	0	12,000	0	0
Publication of Economic Impact Study	5,000	0	5,000	5,000

The Community Services program supports outreach to older audiences and ethnic minority communities, increased training opportunities for professional development of arts and arts administrators and institutional stability for art organizations. The program is bolstered by a grant from the National Endowment for the Arts (NEA) for \$88,200 and other fundraising and community partnerships. In addition, the Community Services program provides for the ongoing development of new financial resources for the arts, involvement in economic development and tourism activities, and distribution of information regarding the arts.

This funding level restores the funding level provided in FY 1988-89, along with inflationary adjustments, and enhances the Commission's ability to conduct outreach and educational efforts, and to improve the effective management of local arts organizations.

**PUBLIC ART**

<i>Total Expenditures</i>	\$163,668	\$182,098	\$179,458	\$184,173
<i>General Fund Discretionary Expenditures</i>	79,152	75,296	81,910	86,625
<i>Authorized Full-Time Positions</i>	2.20	2.20	2.40	2.40
<i>Performance/Workload Measures:</i>				
Number of Public Art Projects Done	19	7	12	12
Number of People Using Center for Public Art	0	5,000	6,000	6,000
Number of Works Added-Visual Chronicle Col.	0	10	8	8

The Public Art program administers the 1.33% for Art funds for the City of Portland and Multnomah County, Portland Public Schools and the Oregon Convention Center. It provides for maintenance and administration of the City/County public art collection, including the Visual Chronicle of Portland collection and the Metropolitan Center for Public Art. The program also promotes education and appreciation of public art.

Changes from FY 1989-90 include a new position for the purpose of maintenance and administration of the Public Art collection. This will be accomplished by an interagency agreement in the amount of \$40,000 which is transferred each fiscal year from the Public Art Trust Fund for this purpose. The funds are derived from the Percent for the Art Program and Central City FAR Bonus.

**METROPOLITAN ARTS COMMISSION (375)**

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Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RE-GRANTS</u></b>				
<i>Total Expenditures</i>	\$688,360	\$730,435	\$713,844	\$750,819
<i>General Fund Discretionary Expenditures</i>	357,317	311,624	355,633	392,608
<i>Authorized Full-Time Positions</i>	1.40	1.40	1.40	1.40
<i>Performance/Workload Measures:</i>				
Citizens Partic. in MAC-Sponsored Arts Activ.	978,000	1,160,000	1,250,000	1,250,000
Private Support to Match MAC Re-Grants	1,635,000	2,000,000	2,000,000	2,000,000

The Re-Grants program supports arts organizations and artists through direct grants, including major institutional support grants, operating support to mid-sized arts organizations and project grants to small organizations and individual artists.

This funding level restores the level of funding provided in FY 1988-89, along with inflationary adjustments.

# METROPOLITAN ARTS COMMISSION (375)

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## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$154,296	\$156,311	\$179,161	\$211,614	\$211,614
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	479	390	570	545	545
5170 Benefits	52,637	56,474	71,430	83,586	83,586
<b>Total Personal Services</b>	<b>\$207,412</b>	<b>\$213,175</b>	<b>\$251,161</b>	<b>\$295,745</b>	<b>\$295,745</b>
5210 Professional Services	\$61,829	\$60,955	\$15,880	\$15,500	\$20,215
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	919	956	1,750	2,335	5,180
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	575,520	625,464	741,979	696,666	733,641
5310 Office Supplies	758	1,178	1,250	4,450	4,450
5320 Operating Supplies	636	889	1,200	1,200	1,200
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	1,452	961	425	1,000	1,000
5410 Education	100	240	200	685	685
5420 Local Travel	53	0	0	0	0
5430 Out-of-Town Travel	4,344	2,113	2,600	6,000	6,000
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	2,996	3,686	43,224	8,070	8,070
<b>Subtotal External Materials and Services</b>	<b>\$648,607</b>	<b>\$696,442</b>	<b>\$808,508</b>	<b>\$735,906</b>	<b>\$780,441</b>
5510 Fleet Services	\$404	\$425	\$498	\$563	\$563
5520 Printing/Distribution	24,256	28,922	25,384	34,366	34,366
5530 Facilities Services	21,368	26,662	28,643	27,036	27,036
5540 Communications	5,596	5,552	5,204	5,308	5,308
5550 Data Processing	0	0	437	808	808
5560 Insurance	600	0	0	8,233	8,233
5570 Equipment Lease	3,721	3,485	3,238	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	0	0	0	0
<b>Subtotal Internal Materials and Services</b>	<b>\$55,945</b>	<b>\$65,046</b>	<b>\$63,404</b>	<b>\$76,314</b>	<b>\$76,314</b>
<b>Total Materials &amp; Services</b>	<b>\$704,552</b>	<b>\$761,488</b>	<b>\$871,912</b>	<b>\$812,220</b>	<b>\$856,755</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	8,324	4,275	5,000	12,000	17,279
<b>Total Capital Outlay</b>	<b>\$8,324</b>	<b>\$4,275</b>	<b>\$5,000</b>	<b>\$12,000</b>	<b>\$17,279</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$920,288</b>	<b>\$978,938</b>	<b>\$1,128,073</b>	<b>\$1,119,965</b>	<b>\$1,169,779</b>

# METROPOLITAN ARTS COMMISSION (375)

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## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0855	Arts Commission Director	1	41,545	1	42,305	1	42,305	1	43,783	1	43,783
0885	Assistant Arts Commission Director	1	34,266	1	30,880	1	32,730	1	36,899	1	36,899
0883	Arts Commission Program Coord.	1	33,628	1	34,242	1	34,242	1	35,443	1	35,443
0819	Administrative Assistant I	1	25,908	1	29,235	1	29,235	1	28,974	1	28,974
0220	Secretarial Clerk I	1	18,949	1	19,649	1	19,649	1	20,342	1	20,342
0882	Public Art Assistant	0	0	0	0	0	0	1	25,373	1	25,373
<b>TOTAL FULL-TIME POSITIONS</b>		5	154,296	5	156,311	5	158,161	6	190,814	6	190,814
<b>LIMITED-TERM POSITIONS:</b>											
0900	Staff Assistant	0	0	0	0	1	21,000	1	20,800	1	20,800
<b>TOTAL LIMITED-TERM</b>		0	0	0	0	1	21,000	1	20,800	1	20,800
<b>TOTAL INCLUDING LIMITED TERM</b>		5	154,296	5	156,311	6	179,161	7	211,614	7	211,614

**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

General Fund (101)

Public Safety

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$502,529	\$828,724	\$924,307	\$839,555	\$839,555
<i>External Materials and Services</i>	712,252	965,359	1,027,289	1,291,761	1,322,749
<i>Internal Materials and Services</i>	36,935	134,944	106,105	147,961	147,961
<i>Capital Outlay</i>	0	299	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	4,600
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$1,251,716</b>	<b>\$1,929,326</b>	<b>\$2,057,701</b>	<b>\$2,279,277</b>	<b>\$2,314,865</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	12	19	18	18	18
<i>Discretionary</i>	12	19	18	18	18
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		1,702,567	1,803,290	2,077,116	2,112,704
<b><i>Total Discretionary Resources</i></b>		<b>\$1,702,567</b>	<b>\$1,803,290</b>	<b>\$2,077,116</b>	<b>\$2,112,704</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		26,171	38,722	8,000	8,000
<i>Contracts</i>		182,022	189,431	194,161	194,161
<i>Interagency Services</i>		18,566	26,258	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$1,929,326</b>	<b>\$2,057,701</b>	<b>\$2,279,277</b>	<b>\$2,314,865</b>
<b><u>PROGRAMS</u></b>					
<i>Citizen Participation</i>		\$785,319	\$824,098	\$957,761	\$974,511
<i>Crime Prevention</i>		485,423	616,625	758,940	758,940
<i>Neighborhood Mediation</i>		153,724	167,811	174,433	178,933
<i>Metropolitan Human Relations Commission</i>		210,080	213,550	220,956	230,456
<i>Metropolitan Youth Commission</i>		127,577	57,976	0	0
<i>Portland/Multnomah Commission on Aging</i>		167,203	177,641	167,187	172,025
<b><i>TOTAL PROGRAM</i></b>		<b>\$1,929,326</b>	<b>\$2,057,701</b>	<b>\$2,279,277</b>	<b>\$2,314,865</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of Neighborhood Associations includes the following programs: Citizen Participation, Crime Prevention, Neighborhood Mediation, Metropolitan Human Relations Commission, and the Portland/Multnomah Commission of Aging. Major Functions of the Office of Neighborhood Associations include the coordination and staffing for the City's Bureau Advisory Committees and administering the contracts for the District Neighborhood Offices.

This funding level provides for increased operating costs and maintains the current service level for all programs, including add packages for Community Policing and the new East Portland District Coalition Office.

## **OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

General Fund (101)

Public Safety

### ***APPROPRIATION SUMMARY***

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#### **BUREAU PERFORMANCE OBJECTIVES**

The overall mission of the Office of Neighborhood Associations is to provide direct avenues for citizen participation in local government decision-making processes and to promote neighborhood livability through the involvement of citizens in the life of the community. Significant initiatives in 1990-91 include:

Increase the visibility of citizen participation opportunities at the City and expand the base of citizen volunteers: Design and coordinate Citizen Participation Month in May 1991, to recruit 100 new volunteers for neighborhood associations, citizen commissions, neighborhood mediation, and the BAC/BACC program.

Increase the citizen's ability to respond to a growing number of complex public policy issues and community concerns: Design, coordinate and assess five training sessions on working with City bureaus. Three sessions in 2nd Quarter and two sessions in 3rd Quarter. Increase neighborhood crime prevention problem solving, community organizing, and activities related to community policing by 50%. Through fourth Quarter.

Complete implementation of the first phase of the Neighborhood Information and Communication Cooperative (NICC): NICC newsletter, E-mail, government notifications, uniform reporting system, Community Development Digest, and electronic mapping and desktop publishing facilities online by January 1991. First year report to Apple Computer, Inc. (grantor) in February 1991.

Develop new Neighborhood Clean-up Program: Provide training to neighborhoods and coordinate City and Metro resources to increase the number of neighborhoods clean-ups to 50 by the 4th Quarter.

Improve the effectiveness of the Neighborhood Needs Program: Complete evaluation of program and work with bureaus and neighborhoods to restructure the program as indicated before the next program cycle begins in March 1991.

Expand the Neighborhood Mediation Program: Develop additional resources through fee-for-service contracts with institutional users (e.g. Portland Public Schools, Housing Authority of Portland, Multnomah County) and the statewide Dispute Resolution Commission. Execute contracts in 1st Quarter, and complete expansion plan by November 1990, based on projected revenues.

Produce a second edition of Portland Neighborhoods: A Citizen's Handbook: Evaluate and update handbook, print and distribute in conjunction with Citizen Participation Month in May 1991.

**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

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Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>CITIZEN PARTICIPATION</u></b>				
<i>Total Expenditures</i>	\$785,319	\$824,098	\$957,761	\$974,511
<i>General Fund Discretionary Expenditures</i>	785,319	824,098	957,761	974,511
<i>Authorized Full-Time Positions</i>	7.00	7.00	7.00	7.00
<i>Performance/Workload Measures:</i>				
Number of Neighborhood Associations Served		90	85	85
Number of Contracts Managed	7	6	7	7
Number of Neighborhood Needs Received	400	400	475	475
Number of BACs and BACC Coordinated	24	22	24	24
Technical Assistance Provided	426	425	600	600
I&R Calls Responded To	44,408	45,000	45,000	45,000
Community Forums Held	165	165	200	200
Special Projects Conducted	152	152	200	200
Interbureau Coord. Completed	237	235	400	400

The Citizen Participation Program includes support for seven District Neighborhood Offices, ONA Administration, Neighborhood Needs Program, Citizen Bureau Advisory Committees, general information and referral to citizens and City bureaus through telephone contacts or walk-ins and public information.

The adopted budget of \$966,527 maintains the current Citizen Participation Program. It includes support for coordination, support and overhead for seven District Coalition Offices. This package supports the citizen involvement structure for the City which now includes 92 neighborhood associations, a Neighborhood Needs Program, the Bureau Advisory Committee Program, and extensive neighborhood-based problem solving and information and referral. The package also provides administrative support to other ONA programs, including the Neighborhood Mediation Center, the Metropolitan Human Relations Commission and Portland/Multnomah Commission on Aging, and the Neighborhood Crime Prevention Program.



**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>CRIME PREVENTION</u></b>				
<i>Total Expenditures</i>	\$485,423	\$616,625	\$758,940	\$758,940
<i>General Fund Discretionary Expenditures</i>	466,857	576,367	758,940	758,940
<i>Authorized Full-Time Positions</i>	2.00	2.00	2.00	2.00
<i>Performance/Workload Measures:</i>				
Block Watch Meetings	420	390	434	434
Block Watch Trainings	N/A	N/A	79	79
Blocks Organized	288	220	381	381
Households Involved	3,820	3,080	4,273	4,273
Apartment Watch meetings	86	55	70	70
Apartment complexes organized	15	12	17	17
Apartment units involved	1,350	1,200	1,700	1,700
Other crime prevention presentation	260	400	325	325
Number of Business Watch Meetings	117	110	110	110
Business Involved	286	228	280	400
Special Projects/crisis or chronic crime	8	22	124	124
Ongoing projects	N/A	N/A	30	30

The Neighborhood Crime Prevention Program includes a Crime Prevention Manager, and Refugee Coordinator/Public Safety. The budget also supports eleven contract Crime Prevention Specialists in District Neighborhood Offices through the community policing add package. The Crime Prevention Specialists organize neighborhood block watches and organize and support citizen responses to chronic crime problems such as drug houses, prostitution, street crimes, vandalism, problems taverns, and youth gangs. The City Refugee Coordinator/Public Safety assists in resolving crime problems involving members of the refugee community.

The adopted budget appropriation of \$758,940 provides funds to support the Neighborhood Crime Prevention Program which includes one citywide Crime Prevention Manager, the Refugee Coordinator and 11 Crime Prevention Specialist positions, which are part of the staff positions of the District Coalition Offices.

**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>NEIGHBORHOOD MEDIATION</u></b>				
<i>Total Expenditures</i>	\$153,724	\$167,811	\$174,433	\$178,933
General Fund Discretionary Expenditures	153,724	167,811	174,433	178,933
Authorized Full-Time Positions	4.00	4.00	4.00	4.00
Performance/Workload Measures:				
Cases Received	596	596	600	600
Number of Landlord/Tenant Referrals	794	794	800	800
Volunteers Coordinated	190	190	75	75
Group Trainings Conducted	6	6	9	9
Number of Cases Successfully Completed	341	N/A	N/A	N/A
Number of Cases Successfully Conciliated	N/A	341	350	350
Cases Mediated	51	51	75	75
Landlord/Tenant Cases Handled	61	60	30	30
Volunteer Hours Generated	2,002	2,000	1,400	1,400
Mediation Intern Trainings Held	6	6	9	9
Group Faciliations Conducted	N/A	7	7	7

This program provides direct outreach contact to citizens in conflict situations including nuisance problems, interpersonal conflict, tenant-landlord disputes, property issues, noise, vandalism and discrimination issues. The services include field conciliation, mediation panels, and information and referral. Over 35 citizen volunteers are trained to assist four professional staff in the provision of services. The program also coordinates 20 trained volunteer facilitators available to design and facilitate community forums where controversy and conflict are expected. The program is located in the King Neighborhood Facility.

The adopted budget of \$174,443 maintains the current Neighborhood Mediation Program. This package includes funding to maintain four professional staff and operational support to manage the program at the King Neighborhood Facility. It is anticipated the Neighborhood Mediation Program will be a very important auxiliary service to work in coordination with implementing Community Policing during 1990-91.

**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

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Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>METROPOLITAN HUMAN RELATIONS COMMISSION</u></b>				
<i>Total Expenditures</i>	\$210,080	\$213,550	\$220,956	\$230,456
<i>General Fund Discretionary Expenditures</i>	100,069	99,730	106,622	116,122
<i>Authorized Full-Time Positions</i>	3.00	3.00	3.00	3.00
<i>Performance/Workload Measures:</i>				
City/County Program Evaluated	2	3	3	3
Complaints Acted Upon	251	310	3,840	3,840
I&R and Technical Assistance/ Requests Acted Upon	1,272	1,200	5,760	5,760
Number of Research Studies	2	3	3	3
Number of Community Education/ Programs Conducted	7	20	100	100
Community Intergroup Programs Held	1	35	200	200

The purpose of the Metropolitan Human Relations Commission is to foster mutual understanding and respect, and to protect the human rights of all economic, racial, religious, ethnic, national origin, disability, age, sex, and sexual orientation groups in Multnomah County. MHRC provides advocacy, information and referral, education, leadership in the development of coalitions, assistance with program development, mediation, facilitation, conducts research projects on issues related to human rights. On-going projects include tracking of hate crimes, evaluation of the City and County affirmative action programs and the Juvenile Justice Program. Additionally, Commission staff are involved in a wide range of community activities/organizations, public speaking engagements and networking efforts.

# OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

General Fund (101)

Public Safety

## PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>METROPOLITAN YOUTH COMMISSION</u></b>				
Total Expenditures	\$127,577	\$57,976	\$0	\$0
General Fund Discretionary Expenditures	127,577	57,976	0	0
Authorized Full-Time Positions	1.00	0.00	0.00	0.00
<b>Performance/Workload Measures:</b>				
Number of Youth Today Published		120,000	0	0
Number of Ethnically/Economically Diverse Youth Recruited		100	0	0
Hours of Participation of Youths/Adults				
Advocating for Youth in Local Policy/Decision Making				

For FY 1990-91 General Fund support of this program has been totally eliminated. Funding was reallocated to higher priority City programs such as Public Safety and Aging Services.

## **PORTLAND/MULTNOMAH COMMISSION ON AGING**

<i>Total Expenditures</i>	\$167,203	\$177,641	\$167,187	\$172,025
<i>General Fund Discretionary Expenditures</i>	69,021	77,308	79,360	84,198
<i>Authorized Full-Time Positions</i>	2.00	2.00	2.00	2.00
<b>Performance/Workload Measures:</b>				
Local Program/Policy Decisions				
Nursing and Adult Foster Home Resident Complaints				
Number of Complaints Received		N/A	2,400	2,400
Number of Complaints Resolved		N/A	1,900	1,900
Number of Residents Served		N/A	3,655	3,655

The PMCoA provides administrative and operational support to 180 volunteers (25 member Commission, 105 additional Committee members, and 54 long-term-care Ombudsmen volunteers) in representing the interests of 108,000 elderly citizens of the City/County and Aging Services Division.

Funding for the PMCoA includes Multnomah County's support of \$79,827 and an \$8,000 grant from the Fred Meyer Charitable Trust.

**OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>METROPOLITAN HUMAN RELATIONS COMMISSION</u></b>				
<i>Total Expenditures</i>	\$210,080	\$213,550	\$220,956	\$230,456
<i>General Fund Discretionary Expenditures</i>	100,069	99,730	106,622	116,122
<i>Authorized Full-Time Positions</i>	3.00	3.00	3.00	3.00
<i>Performance/Workload Measures:</i>				
City/County Program Evaluated	2	3	3	3
Complaints Acted Upon	251	310	3,840	3,840
I&R and Technical Assistance/ Requests Acted Upon	1,272	1,200	5,760	5,760
Number of Research Studies	2	3	3	3
Number of Community Education/ Programs Conducted	7	4	0	0
Community Intergroup Programs Held	1	20	100	100
		35	200	200

The purpose of the Metropolitan Human Relations Commission is to foster mutual understanding and respect, and to protect the human rights of all economic, racial, religious, ethnic, national origin, disability, age, sex, and sexual orientation groups in Multnomah County. MHRC provides advocacy, information and referral, education, leadership in the development of coalitions, assistance with program development, mediation, facilitation, conducts research projects on issues related to human rights. On-going projects include tracking of hate crimes, evaluation of the City and County affirmative action programs and the Juvenile Justice Program. Additionally, Commission staff are involved in a wide range of community activities/organizations, public speaking engagements and networking efforts.

# OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

General Fund (101)

Public Safety

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$345,202	\$566,292	\$605,375	\$566,643	\$566,643
5120 Part-Time Employees	31,583	38,015	53,986	36,354	36,354
5140 Overtime	0	6	0	0	0
5150 Premium Pay	0	726	744	590	590
5170 Benefits	125,744	223,685	264,202	235,968	235,968
<b>Total Personal Services</b>	<b>\$502,529</b>	<b>\$828,724</b>	<b>\$924,307</b>	<b>\$839,555</b>	<b>\$839,555</b>
5210 Professional Services	\$3,207	\$106,366	\$92,403	\$34,381	\$52,486
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	(16)	0	0	0
5240 Repair & Maintenance	1,012	1,743	4,444	4,426	4,894
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	696,685	826,277	887,702	1,221,368	1,233,218
5310 Office Supplies	3,387	6,982	7,539	7,729	7,729
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	27	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	35	5,241	2,478	2,211	2,776
5410 Education	583	4,312	4,284	4,150	4,150
5420 Local Travel	3,324	7,744	16,849	9,748	9,748
5430 Out-of-Town Travel	812	2,635	7,090	3,760	3,760
5440 External Rent	2,900	3,988	4,500	3,988	3,988
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	307	60	0	0	0
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$712,252</b>	<b>\$965,359</b>	<b>\$1,027,289</b>	<b>\$1,291,761</b>	<b>\$1,322,749</b>
5510 Fleet Services	\$31	\$885	\$1,700	\$500	\$500
5520 Printing/Distribution	18,685	49,810	36,603	44,931	44,931
5530 Facilities Services	0	58,203	40,229	49,599	49,599
5540 Communications	8,540	16,065	13,864	20,295	20,295
5550 Data Processing	0	0	182	1,708	1,708
5560 Insurance	9,667	9,631	13,527	30,928	30,928
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	8	0	0	0	0
5590 Other Fund Services	4	350	0	0	0
<b>Subtotal Service Reimbursements</b>	<b>\$36,935</b>	<b>\$134,944</b>	<b>\$106,105</b>	<b>\$147,961</b>	<b>\$147,961</b>
<b>Total Materials &amp; Services</b>	<b>\$749,187</b>	<b>\$1,100,303</b>	<b>\$1,133,394</b>	<b>\$1,439,722</b>	<b>\$1,470,710</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	299	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$299</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$4,600
<b>Total Appropriation</b>	<b>\$1,251,716</b>	<b>\$1,929,326</b>	<b>\$2,057,701</b>	<b>\$2,279,277</b>	<b>\$2,314,865</b>

# OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

General Fund (101)

Public Safety

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budge FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0875	Neighborhood Programs Director	1	42,535	1	43,719	1	44,408	1	44,408	1	44,408
7485	Crime Prevention Program Coordinator	1	30,450	1	32,923	1	35,256	1	35,256	1	35,256
7483	Mediation Program Coordinator	1	31,251	1	31,758	1	32,739	1	32,739	1	32,739
7482	Mediation Specialist	1	44,123	2	52,141	2	53,733	2	55,286	2	55,286
7460	Human Resources Coordinator I	1	32,558	4	161,185	4	159,283	5	168,365	5	168,365
5183	Crime Prevention Specialist	0	0	1	0	1	0	0	0	0	0
0877	Handicap Program Coordinator	0	0	1	29,670	1	30,587	1	30,597	1	30,597
0873	Neighborhood Associations Coordinator	2	59,290	1	61,426	2	32,739	1	32,739	1	32,739
0845	Communications Assistant	1	16,357	1	20,206	0	0	0	0	0	0
0819	Administrative Assistant I	1	28,883	0	13,669	0	26,478	1	39,437	1	39,437
0222	Secretarial Assistant	1	22,092	1	23,009	1	21,390	1	23,733	1	23,733
0221	Secretarial Clerk II	1	20,625	4	79,384	3	66,456	3	64,605	3	64,605
0210	Typist Clerk	1	17,038	1	17,202	1	18,678	1	18,678	1	18,678
	Information/Referral Specialist	0	0	0	0	0	0	0	0	0	0
<b>TOTAL FULL-TIME POSITIONS</b>		12	345,202	19	566,292	18	521,747	18	545,843	18	545,843
<b>LIMITED-TERM POSITIONS:</b>											
7460	Human Resources Coordinator I	0	0	0	0	1	24,034	0	0	0	0
0900	Staff Assistant	0	0	0	0	1	12,662	1	20,800	0	0
0873	Neighborhood Ass'n Coordinator	0	0	0		1	35,712	0	0	0	0
0221	Secretarial Clerk II	0	0	0	0	1	11,220	0	0	0	0
<b>TOTAL LIMITED-TERM</b>		0	0	0	0	4	83,628	1	20,800	0	0
<b>TOTAL INCLUDING-LIMITED TERM</b>		12	345,202	19	566,292	22	605,375	19	566,643	18	545,843

**BUREAU OF PARKS AND RECREATION (130)**

General Fund (101)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$11,911,421	\$12,464,834	\$13,270,096	\$13,674,626	\$13,714,626
<i>External Materials and Services</i>	3,532,660	3,609,521	4,329,519	4,966,873	5,858,633
<i>Internal Materials and Services</i>	2,100,351	2,110,310	2,426,356	2,371,966	2,371,966
<i>Capital Outlay</i>	647,423	569,062	1,138,743	1,746,634	2,131,103
<i>Cash Transfers-Equipment</i>	0	0	0	67,640	67,640
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$18,191,855</b>	<b>\$18,753,727</b>	<b>\$21,164,714</b>	<b>\$22,827,739</b>	<b>\$24,143,968</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	295	286	278	283	283
<i>Discretionary</i>	295	278	262	264	264
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$2,290,522	\$2,363,310	\$2,238,687	\$2,238,687
<i>General Discretionary</i>		15,589,893	17,380,022	17,726,926	19,043,155
<b><i>Total Discretionary Resources</i></b>		<b>\$17,880,415</b>	<b>\$19,743,332</b>	<b>\$19,965,613</b>	<b>\$21,281,842</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		26,970	0	0	0
<i>Contracts</i>		178,857	214,672	289,993	289,993
<i>Interagency Services</i>		667,485	1,206,710	2,572,133	2,572,133
<b><i>TOTAL FUNDING</i></b>		<b>\$18,753,727</b>	<b>\$21,164,714</b>	<b>\$22,827,739</b>	<b>\$24,143,968</b>
<b><u>PROGRAMS</u></b>					
<i>Parks and Natural Resources</i>		\$7,920,424	\$8,528,092	\$11,694,265	\$12,414,351
<i>Recreation</i>		7,882,732	7,770,638	6,380,711	6,436,193
<i>Forestry</i>		1,085,373	1,173,562	1,118,480	1,159,406
<i>Administration</i>		1,865,198	3,692,422	3,634,283	4,134,018
<b><i>TOTAL PROGRAM</i></b>		<b>\$18,753,727</b>	<b>\$21,164,714</b>	<b>\$22,827,739</b>	<b>\$24,143,968</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The mission of the Bureau of Parks and Recreation is to ensure access to a variety of leisure pursuits, and enhance and preserve the City of Portland's beauty and natural resources to best meet the needs and enrich the lives of its citizens and visitors.

The Bureau provides a variety of recreational and leisure opportunities through over 9400 acres of parks, open spaces and natural areas as well as recreational facilities and programs. The Bureau manages 184 parks, 196 street landscaped areas, and 3 year-around swimming pools.

The Bureau offers a variety of enrichment classes through its 11 Community Centers and 11 Community Schools. It also provides a City Arts program, athletic programs in aquatics, tennis, team sports, outdoor recreation and golf, and cultural, spectator and educational experiences through the Pittock Mansion, Portland International Raceway and the Children's Museum.



## BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

### APPROPRIATION SUMMARY

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The major focus of the FY 1990–91 budget emphasizes that the Bureau of Parks and Recreation. It plays a substantial role in crime prevention, self-enhancement of the City's youth, neighborhood revitalization, public safety, quality of life, economic development and tourism, education and the environment.

The total budget for FY 1990–91 is \$24,143,968. This budget includes several major changes from the FY 1989–90 Adopted Budget, as follows:

- o Automation of the Permit Center for \$40,000.
- o An upgrade of a Recreation II position to Recreation Supervisor as the result of a new Youth-at-Risk program – \$8,000.
- o Expansion of the Children's Museum through a contract in the amount of \$34,503 to support an additional position.
- o Addition of a new Personnel Specialist position to coordinate personnel for the Parks Bureau, serve as liaison to the Personnel Bureau; to improve labor relations; to develop a minority recruitment program; to develop a bureau-wide training and evaluation program for employees for \$46,808.
- o Restoration of the irrigation of parkways which was reduced in FY 1989–90 in the amount of \$40,000.
- o Restoration of the irrigation of one-half (1/2) the annual flower beds which was reduced in FY 1989–90 for \$25,000.
- o The Rose Garden repair project is a multi-year effort to repair the catastrophic damage caused by the Winter storm during 1989 in the City's Rose Gardens. Estimates of the damage total approximately \$200,000. The amount budgeted for FY 1990–91 is \$35,000.
- o Addition of a new Gardener position as a result of a \$40,646 Interagency Service Agreement with the Bureau of Environmental Services.
- o A \$28,000 increase for utilities usage, such as water, sewer and garbage above the inflationary adjustment.
- o Additional funding in the amount of \$13,408 for sewer assessments for three additional parcels of property managed by the Bureau in the Madison Sewer project.
- o Additional funding in the amount of \$99,035 for the Fleet Interagency Service Agreement.

## BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

APPROPRIATION SUMMARY

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- o Funding totalling \$67,407 for North Waterfront Park which is being developed by the Portland Development Commission and requires expanded service by the Parks Bureau. This project includes a limited-term park attendant, part-time hours, materials and services to provide for litter removal, mowing, as well as general maintenance of the Park. A mini-dump truck has also been budgeted.
- o The creation of a construction unit to manage all the construction within the Planning section as a result of the large number of levy projects due to be completed in FY 1990-91 supported by an Interagency Service Agreement with the Parks System Improvements Levy Fund. The unit will consist of two Parks Designers and an existing public works inspector position. This will allow the Bureau to complete the projects in a timely manner, and it is consistent with the original plan presented to the voters. Support for the program will total \$203,595.
- o The following projects are budgeted as part of the Bureau's Capital Improvement Program (CIP): Holladay Park, \$105,000; 40-Mile Loop, \$30,000; Washington Park Signs, \$15,000 - \$20,000; Rest room Renovation, \$60,000; Macleay Park Water Lane, \$30,000 - \$60,000; Peninsula Rose Garden Renovation, \$25,000; Rhododendron Garden Bridge, \$75,000; Mount Tabor Greenhouse, \$80,000; Asbestos Removal, \$50,000 and Wilson Pool Deck, \$80,000. The Capital Review Committee (CRC) recommended that \$550,000 be budgeted from the General Fund Capital Set-Aside. The major emphasis of these projects will be maintenance of the park system. The total amount budgeted, including \$35,000 in contracts, is \$585,000. There are two contracts totalling \$35,000: one for \$5,000 for the Washington Park Signs, and the other in the amount of \$30,000 for Macleay Park Water Lane.
- o The Street and Park Lighting Levy provides approximately \$1,000,000 per year for Park Lighting. A Technical Advisory Committee consisting of Parks and Street Lighting Personnel has been formed and is charged with developing a multi-year plan for park lighting. The Bureau of Traffic Management has budgeted \$10,000 for administrative costs. The Parks Bureau has budgeted \$10,000 for part-time staff to handle accounting and financial management of the Fund. The remainder of the funds, \$980,000 is budgeted in Capital Improvements to be used for lighting of public access roads and pedestrian pathways within the City Parks system. The total budgeted in the Parks Bureau is \$990,000 supported by an Interagency Service Agreement with the Bureau of Traffic Management.
- o The new Parks Security program will include crowd control by providing security coverage during the Spring season, additional hours of security at Pittock Mansion and more flexibility in responding to youth problems as they arise. Uniformed park staff

## BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

### APPROPRIATION SUMMARY

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will also be part of the Parks Security program. This will reassure the public of their safety and security, resulting in the increased use of the Parks system. Support for this program will total \$121,000.

- o The City's participation in the County's Aging Services program is at the same level as FY 1989-90, \$391,719. Of that amount \$351,719 is transferred from the Bureau of Community Development Development (BCD) to the Bureau of Parks and Recreation budget for oversight responsibilities during FY 1990-91. This corresponds to the operation of the Senior Centers. The remaining \$40,000 will continue in the BCD budget, corresponding to a door-to-door transportation assistance program. The mission of the Aging Services program is to ensure that persons age 60 and over and younger, disabled adults are offered a range of quality services that: promote their well-being and independence; provide for a safe living environment; protect the individual's right of self-determination; target resources to frail and vulnerable persons; and protect adults who are abused, neglected, or exploited. The \$351,719 in General Fund support represents the amount of the City's transfer to the County for these services.
- o In FY 1989-90 the Business Youth Exchange of the Portland Chamber of Commerce, as the result of contributions made by several organizations, donated funding for the Bureau of Parks and Recreation Parks Plus activities. These activities included extended recreational hours during evenings and on weekends for targeted Parks throughout the Summer. In addition, there was sufficient funding for the bureau to extend the activities through the Winter months. However, for FY 1990-91 the Business Youth Exchange discontinued support for the Parks Plus activities. As a result, the Mayor has reinstated the support for Parks Plus in the amount of \$40,000 from the General Fund.

The Parks Bureau estimates its cost recovery revenue from fees and charges at \$2,238,687. This represents a decrease of \$124,623 from Revised FY 1989-90 revenues. As a result of this decrease, reductions have been made in the following areas: Community Programs, City Arts, Pittock Mansion, Outdoor Recreation, Special Recreation and Parking.

### BUREAU PERFORMANCE OBJECTIVES

The Bureau of Parks and Recreation have three objectives:

CUSTOMER-ORIENTED -- The first objective of the Bureau of Parks and Recreation is to concentrate its resources on serving its customers, Portland's citizens and visitors, more efficiently and effectively during FY 1990-91.

1. The Bureau will invest in a computer system for the Permit Center. This will expedite the processing of permits and eliminate the time-consuming approach of the hand process, allowing for better service to Parks customers.

## BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

### APPROPRIATION SUMMARY

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2. At the citizens' requests, the Parks Bureau will restore the irrigation of parkways and one-half the City's annual beds.
3. The Bureau will develop an Information Plan which will guide automation in the Parks Bureau.
4. Working with the Portland Metropolitan Softball League, the Bureau will develop a plan and begin implementation of the East Delta Park Sports Complex.
5. The second-year projects of the Parks Improvement Levy will be completed as scheduled.
6. The Parks Futures Plan, a blueprint which will guide improvements to the Parks system over the next 20 years, will be completed prior to the end of FY 1990-91.

**INVESTMENT IN EMPLOYEES -- This objective is to make an investment in its employees through training, recognition and support throughout FY 1990-91.**

1. The Bureau will be reallocating its resources to create one position as Personnel Specialist. This person will be directed to develop strategies to improve labor relations and consistency in the area of grievances, provide affirmative action support, and increase employee development. The Bureau has been in contact with the Bureau of Personnel Services in this regard.
2. The Bureau will undertake a Management Study, to be conducted by the City Auditor's Office, to determine the appropriate management structure for the Bureau. The Parks Bureau will implement the Study through the FY 1991-92 Budget Process.
3. All employees will attend Customer Service training.
4. Training needs will be prioritized and provided on a Bureau-wide basis.
5. In the area of Affirmative Action the Parks Bureau will increase ethnic minority hiring by 5% for full-time positions and 35% for seasonal employees.
6. All supervisors will attend labor relations training to improve the use of progressive discipline and reduce the number of grievances in the Bureau.

**MORE THAN FUN AND GAMES -- The third objective of the Bureau is to place emphasis on the fact that the Bureau is more than fun and games throughout FY 1990-91. It plays a substantial role in crime prevention, self-enhancement of the City's youth, neighborhood revitalization, public safety, quality of life, economic development and tourism, education and the environment.**

## **BUREAU OF PARKS AND RECREATION (130)**

General Fund (101)

Public Affairs

### ***APPROPRIATION SUMMARY***

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1. Educating the public of the Bureau's important role in the development and growth of the City is another one of the three primary objectives to be implemented during FY 1990-91. The International Rose Test Gardens and Peninsula Rose Gardens serve as visitor gateways. Severe weather in 1989 damaged many of the plants in these gardens. Replacement of plant materials is included within this budget. In addition a Master Plan and construction of directional signing in Washington Park is included in the Capital Improvement Program budget.

2. Research indicates that the public believes safety to be the most important issue for the Park Bureau. Public Safety will be enhanced through lighting improvements in the Parks funded by the Lighting Levy this fiscal year.

3. In the area of Natural Resources, a shift in responsibilities internally will focus more staff attention to the City's natural areas. The Bureau will develop a plan to establish a comprehensive environmental education program which utilizes its natural resource areas and its botanical collections at Hoyt Arboretum and Leach Botanical Garden. This will be coordinated with existing programs at these and other facilities, such as Audubon and Tryon Creek.

4. Powell Butte Nature Park will be completed prior to the end of FY 1990-91.

5. The Parks Bureau will develop a marketing plan during FY 1990-91.

6. Self-enhancement of the City's youth will be achieved in a new job-training program, EAGLE. This program provides opportunities for disadvantaged and minority youth to receive on-the-job training and wages working at the City golf courses learning the industry from business to maintenance.

7. One position in the Recreation Division will be directed to assess, develop and coordinate services which address the enhancement of self-esteem for youth-at-risk. Through this coordinated effort, the Bureau will be better able to meet the needs of this target audience and eliminate unnecessary duplication.

The primary consideration of the Bureau of Parks and Recreation for FY 1990-91 will be maintaining the existing park system and completing the second-year Levy projects on schedule, in accordance with the Parks Levy plan prior to the end of FY 1990-91.

**BUREAU OF PARKS AND RECREATION (130)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PARKS AND NATURAL RESOURCES</u></b>				
<i>Total Expenditures</i>	\$7,920,424	\$8,528,092	\$11,694,265	\$12,414,351
<i>General Fund Discretionary Expenditures</i>	6,895,373	7,656,646	10,526,201	11,246,287
<i>Authorized Full-Time Positions</i>	116.50	125.00	150.50	150.50
<i>Performance/Workload Measures:</i>				
Number of Acres Irrigated	0	613	552	552
Number of Days Restrooms Open	0	24,151	24,151	24,151

The Parks and Natural Resources program objective is to provide safe, clean and attractive parks and landscaped areas for the active use and visual enjoyment of Portland citizens and visitors of all ages. To this end, the program provides maintenance and operation of 184 developed parks and specialty gardens throughout the City; provides beautification services by developing and maintaining 196 landscaped areas along street areas and transportation corridors; and provides management of urban natural areas. Program activities include: maintenance of turf, litter control, operation of rest rooms, maintenance of horticulture, play equipment, buildings, structures, and other physical improvements.

Changes from the Revised FY 1989-90 Budget include:

A total of \$40,000 for restoration of the irrigation of parkways which was reduced in FY 1989-90.

A total of \$25,000 for restoration of the irrigation of one-half (1/2) the annual flower beds which was reduced in FY 1989-90.

Rose Garden Repair – The Bureau will begin a multi-year effort to repair catastrophic damage caused by a Winter storm during 1989 in the City's Rose Gardens. Estimates of the total damage is approximately \$200,000. The amount budgeted in FY 1990-91 is \$35,000.

An existing position will be rededicated to provide full-time Natural Resource management for the Bureau.

A new Gardener position as a result of an \$40,646 increase in an Interagency Service Agreement with the Bureau of Environmental Services for the Parks Bureau to provide additional horticultural services, such as grounds maintenance at pump stations.

Funding in the amount of \$67,407 for North Waterfront Park which requires expanded services by the Parks Bureau.

**BUREAU OF PARKS AND RECREATION (130)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RECREATION</u></b>				
<i>Total Expenditures</i>	\$7,882,732	\$7,770,638	\$6,380,711	\$6,436,193
<i>General Fund Discretionary Expenditures</i>	7,615,812	7,602,802	3,916,435	3,971,917
<i>Authorized Full-Time Positions</i>	127.00	110.50	87.00	87.00
<i>Performance/Workload Measures:</i>				
Participant Hours	3,288,494	5,820,773	4,926,354	4,926,354

The Recreation program objective is to create and promote affordable recreational opportunities to meet the needs of Portland citizens. The program is responsible for providing creation and leisure services in the following areas: Athletics, Arts, Aquatics, Community Centers, Community Schools, Tennis, Outdoor Recreation, Disabled Citizens, Senior Citizens, and Summer Playgrounds. Also contained in this program area are recreation support activities, including reception and permit issuance, custodial services for all buildings, ball field preparation and renovation, and structural and mechanical services to maintain recreational facilities.

Changes from the Revised FY 1989-90 Budget include:

**Youth-at-Risk:** The Parks Bureau is instituting a new program which will concentrate on recreation programs for youth-at-risk. An existing position will be shifted from Community Programs. In order to fund the Youth-at-Risk position, a Recreation Instructor II position at the St. Johns Community Center has been eliminated. The St. Johns Community Center will continue to operate the same recreation offerings with the use of volunteers and fee-supported classes. The new position within the Community Programs budget will leverage money from outside sources, such as donations from the Fred Meyer Charitable Trust, United Way and the business community similar to those received during FY 1989-90 without the position. The intent is to enlarge the current self-enhancement programs and to work with other agencies in the development, implementation, and evaluation of a coordinated program targeted for at-risk youth. The total additional cost associated with instituting this program is \$8,000 which results from upgrade a Recreation II position to a Recreation Supervisor position.

**Permit Center Automation:** This project which totals \$40,000 includes automating the one-step Permit Center to provide better customer service. In prior years the Parks Permit Center issued permits to the general public for gymnasiums, ball fields, Riverplace Marina and seawall dockings, picnics, weddings, and events of a special-use nature. In addition, alcohol permits were issued. The Permit Center is open Monday through Friday, six hours daily, with extended hours from March through August. Although the issuing of permits is largely governed by City Code and Bureau policy, every attempt is made to cater to the permittee's needs and desires. During the calendar year, 1989, the Permit Center's full year of operation, approximately 10,000 permits were issued, generating over \$160,000 in revenue. Some permits were issued free of charge to youth groups. All permits were issued manually by Permit Clerks.

**BUREAU OF PARKS AND RECREATION (130)**

General Fund (101)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
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The Aging Services program which totals \$351,719 is transferred from the Bureau of Community Development to the Parks Bureau Recreation Program for oversight responsibilities during FY 1990-91. The mission of the Aging Services program is to ensure that persons age 60 and over and younger, disabled adults are offered a range of quality services that: promote their well-being and independence; provide for a safe living environment; protect the individual's right of self-determination; target resources to frail and vulnerable persons; and protect adults who are abused, neglected, or exploited. The \$351,719 in General Fund support represents the amount of the City's transfer to the County for these services.

The Parks Security component includes crowd control and uniformed park staff and the total cost is \$121,000. This program is in support of the Community Policing program.

In FY 1989-90 the Business Youth Exchange of the Portland Chamber of Commerce, as the result of contributions made by several organizations, donated funding for the Bureau of Parks and Recreation Parks Plus activities. These activities included extended recreation hours during evenings and on weekends for targeted Parks throughout the Summer. In addition, there was sufficient funding for the Bureau to extend the activities through the Winter months. However, for FY 1990-91 the Business Youth Exchange discontinued support for the Parks Plus activities. As a result, the Mayor reinstated the support for Parks Plus with \$40,000 from the General Fund.

**FORESTRY**

<i>Total Expenditures</i>	\$1,085,373	\$1,173,562	\$1,118,480	\$1,159,406
<i>General Fund Discretionary Expenditures</i>	1,064,593	1,153,234	1,063,685	1,104,611
<i>Authorized Full-Time Positions</i>	19.00	19.00	19.00	19.00
<i>Performance/Workload Measures:</i>				
Number of Trees Inspected	5,225	12,229	12,229	12,229
Number of Trees Maintained	0	6,194	6,194	6,194

The Forestry program objective is to provide management and maintenance of the City's Urban Forest in parks and along streets. Forestry is responsible for tree maintenance, tree planting, code enforcement, emergency response, and tree loss prevention. These services are performed in parks and along street rights-of-way.

There are no changes in this program from the Revised FY 1989-90 Budget.



## BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$1,865,198	\$3,692,422	\$3,634,283	\$4,134,018
<i>General Fund Discretionary Expenditures</i>	14,115	967,340	2,220,605	2,720,340
<i>Authorized Full-Time Positions</i>	23.50	23.50	26.50	26.50
<i>Performance/Workload Measures:</i>				
Number of Programs Administered	0	6	6	6

The Administration program objective is to provide leadership, management, and coordination of the Parks Bureau programs and services in accordance with Chapter 20.04 of the Code of the City of Portland, Oregon. The Superintendent's Office, Planning, Resource Development, Communications/Marketing, Volunteer Services, Financial and Administrative Services are all provided through this program.

Changes from the Revised FY 1989-90 Budget include:

A new Personnel Specialist position to improve the efficiency and effectiveness of labor relations of the Bureau, affirmative action, and employment development. The associated costs total \$46,808.

The Planning and Resource Development program components are merged into the Administration Program.

The Capital Improvement Program (CIP) is contained within this program. The following projects are budgeted as part of the FY 1990-91 CIP: Holladay Park, \$105,000; 40-Mile Loop, \$30,000; Washington Park Signs, \$15,000 - \$20,000; Rest room Renovation, \$60,000; Macleay Park Water Lane, \$30,000 - \$60,000; Peninsula Rose Garden, \$25,000; Rhododendron Garden Bridge, \$75,000; Mount Tabor Greenhouse, \$80,000; Asbestos Removal, \$50,000 and Wilson Pool Deck, \$80,000. The Capital Review Committee (CRC) recommended that \$550,000 be budgeted from the General Fund Capital Set-Aside. The major emphasis of these projects is maintenance of the park system. The total amount budgeted, including \$35,000 in contracts, is \$585,000. The \$35,000 includes two contracts: one for \$5,000 for the Washington Park Signs, and the other for \$30,000 for Macleay Park Water Lane.

The Levy construction unit supported by an Interagency Service Agreement with the Parks Levy Fund in the amount of \$203,595 which will include two Parks Designers and an existing Public Works Inspector. This will allow the Bureau to complete the levy projects in a timely manner.

Increased provisions for sewer assessments in the amount of \$13,408; increases in water, garbage and sewer rates for \$28,000; increase in Fleet Interagency Service Agreement in the amount of \$99,035.

## **BUREAU OF PARKS AND RECREATION (130)**

**General Fund (101)**

**Public Affairs**

***PROGRAM SUMMARY***

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Increase in an Interagency Service Agreement with the Bureau of Traffic Management in the amount of \$990,000 for Park Lighting. The Street and Park Lighting Levy provides approximately \$1,000,000 per year for Park Lighting. A Technical Advisory Committee consisting of Parks and Street Lighting personnel has been formed and is charged with developing a multi-year plan for park lighting. The Bureau of Parks and Recreation has budgeted \$10,000 for part-time staff to handle accounting and financial management of this fund. The Bureau of Traffic Management has budgeted \$10,000 for administrative costs. The remainder of the funds, \$980,000 are budgeted in Capital Improvements to be used for lighting of public access roads and pedestrian pathways within the City Parks system.

# BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$7,666,429	\$7,711,929	\$7,929,874	\$8,176,775	\$8,176,775
5120 Part-Time Employees	1,305,247	1,474,792	1,786,862	1,762,405	1,799,562
5140 Overtime	52,947	64,819	77,716	78,795	78,795
5150 Premium Pay	113,989	108,822	73,134	88,367	88,367
5170 Benefits	2,772,809	3,104,472	3,402,510	3,568,284	3,571,127
<b>Total Personal Services</b>	<b>\$11,911,421</b>	<b>\$12,464,834</b>	<b>\$13,270,096</b>	<b>\$13,674,626</b>	<b>\$13,714,626</b>
5210 Professional Services	\$88,990	\$67,245	\$141,722	\$422,870	\$590,079
5220 Utilities	1,084,042	1,100,564	1,308,866	1,357,684	1,478,784
5230 Equipment Rental	66,367	23,994	70,858	101,055	110,735
5240 Repair & Maintenance	462,803	693,944	759,957	1,064,500	1,422,583
5280 Local Match Payment	0	0	0	10,000	10,000
5290 Miscellaneous Services	689,274	721,930	820,183	611,622	683,975
5310 Office Supplies	28,841	20,069	30,333	42,954	47,668
5320 Operating Supplies	654,179	581,906	559,736	653,489	785,191
5330 Repair & Maintenance Supplies	273,995	258,250	388,800	367,993	417,682
5340 Minor Equipment	29,271	29,331	52,308	52,662	53,862
5350 Clothing	20,430	13,520	29,605	102,332	107,232
5390 Other Commodities	47,358	17,327	17,810	27,814	29,764
5410 Education	25,545	17,840	28,558	30,135	30,135
5420 Local Travel	12,065	17,577	20,512	18,656	18,656
5430 Out-of-Town Travel	25,038	15,566	22,571	23,795	23,795
5440 External Rent	11,561	11,887	15,366	4,457	6,557
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	12,901	18,571	62,334	74,855	41,935
<b>Subtotal External Materials &amp; Services</b>	<b>\$3,532,660</b>	<b>\$3,609,521</b>	<b>\$4,329,519</b>	<b>\$4,966,873</b>	<b>\$5,858,633</b>
5510 Fleet Services	\$728,552	\$660,001	\$701,227	\$842,599	\$842,599
5520 Printing/Distribution	297,958	309,559	358,293	358,965	358,965
5530 Facilities Services	158,098	158,326	158,520	175,576	175,576
5540 Communications	170,093	189,086	180,273	198,816	198,816
5550 Data Processing	0	6,317	26,404	23,857	23,857
5560 Insurance	532,553	681,336	844,750	671,860	671,860
5570 Equipment Lease	12,797	12,664	12,583	0	0
5580 Same Fund Services	16,281	27,220	21,366	0	0
5590 Other Fund Services	184,019	65,801	122,940	100,293	100,293
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$2,100,351</b>	<b>\$2,110,310</b>	<b>\$2,426,356</b>	<b>\$2,371,966</b>	<b>\$2,371,966</b>
<b>Total Materials &amp; Services</b>	<b>\$5,633,011</b>	<b>\$5,719,831</b>	<b>\$6,755,875</b>	<b>\$7,338,839</b>	<b>\$8,230,599</b>
5610 Land	\$48,560	\$15,500	\$25,000	0	0
5620 Buildings	0	0	0	0	0
5630 Improvements	473,009	478,295	1,039,587	1,565,000	1,904,239
5640 Equipment	125,854	75,267	74,156	181,634	226,864
<b>Total Capital Outlay</b>	<b>\$647,423</b>	<b>\$569,062</b>	<b>\$1,138,743</b>	<b>\$1,746,634</b>	<b>\$2,131,103</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$67,640	\$67,640
<b>Total Appropriation</b>	<b>\$18,191,855</b>	<b>\$18,753,727</b>	<b>\$21,164,714</b>	<b>\$22,827,739</b>	<b>\$24,143,968</b>

# BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
4155	City Parks & Rec Superintendent	1	60,491	1	59,388	1	63,304	1	63,378	1	63,378
4353	Tennis Program Director	0	0	1	31,286	1	32,577	1	32,614	1	32,614
4340	Pittock Mansion Director	1	29,712	1	30,407	1	30,964	1	30,992	1	30,992
4331	Recreation Director	1	47,349	1	49,120	1	49,542	1	49,608	1	49,608
4330	Assistant Recreation Director	4	128,459	2	105,899	3	108,505	3	108,639	3	108,639
4329	Recreation Supervisor	5	148,790	3	127,422	4	130,307	5	162,114	5	162,114
4327	Recreation Instructor III	13	416,675	13	443,439	15	456,452	15	452,956	15	452,956
4326	Recreation Instructor II	18	472,581	16	461,362	21	578,683	20	564,719	20	564,719
4325	Recreation Instructor I	30	753,218	32	759,714	24	622,495	25	657,792	25	657,792
4323	Pool Attendant	2	40,521	2	40,738	0	0	0	0	0	0
4322	Recreation Leader	7	68,615	8	110,776	7	142,097	7	149,175	7	149,175
4168	Resource Development Manager	1	48,914	1	48,444	1	49,542	1	49,608	1	49,608
4167	Resource Development Spec	1	37,417	1	38,418	1	39,243	1	39,208	1	39,208
4163	Parks Planning Supervisor	1	40,809	1	41,468	1	42,705	1	42,765	1	42,765
4160	Parks Revenue & Admin Mgr.	1	47,349	1	48,205	1	49,542	1	49,608	1	49,608
4150	Parks District Supervisor	2	75,153	2	73,207	2	75,045	2	75,130	2	75,130
4147	Parks Maintenance Supervisor	1	39,635	1	40,278	1	41,479	1	41,538	1	41,538
4146	Parks Operations Foreman	10	352,097	10	363,194	12	368,729	12	369,156	12	369,156
4144	Parks Maintenance Mech Foreman	1	30,683	1	24,619	0	0	0	0	0	0
4142	Parks Equipment Foreman	1	34,179	1	34,954	1	38,769	1	38,813	1	38,813
4140	Parks Maintenance Foreman	1	36,994	1	37,647	1	38,769	1	38,813	1	38,813
4134	Grounds Maintenance Supervisor	1	39,635	1	40,289	1	41,479	1	41,538	1	41,538
4132	Arboriculturalist	1	30,734	1	31,821	1	32,770	1	32,802	1	32,802
4131	City Forester	1	36,387	1	36,978	1	38,082	1	38,126	1	38,126
4129	Forestry Program Supervisor	1	27,909	1	34,672	1	35,308	1	35,339	1	35,339
4120	Public Gardens Supervisor	1	33,749	1	34,563	1	35,006	1	35,048	1	35,048
4115	Horticul. Services Supervisor	1	30,769	1	31,257	1	32,190	1	35,610	1	35,610
4114	Rose Garden Curator	1	30,413	1	30,902	1	31,824	1	31,866	1	31,866
4113	Gardener	20	570,055	20	586,868	24	686,994	25	717,487	25	717,487
4111	High Climber II	3	92,024	2	86,142	3	90,957	3	91,041	3	91,041
4110	High Climber I	6	190,840	6	197,794	7	206,365	7	206,605	7	206,605
3150	Public Works Inspector I	0	0	1	7,831	1	34,453	1	35,318	1	35,318
3137	Project Architect	0	0	0	0	1	33,093	0	0	0	0
3135	Parks Designer	4	154,970	3	125,473	4	144,564	7	259,037	0	0
3134	Architect	0	0	0	0	0	0	0	0	7	259,037
3113	Senior Engineering Aide	1	17,196	0	0	1	24,621	1	25,752	0	0
3112	Engineering Aide	1	23,291	1	23,350	1	23,868	1	25,023	0	0
3107	Technician I	0	0	0	0	0	0	0	0	2	50,775
1513	Welder	1	28,967	1	29,441	1	30,319	1	30,347	1	30,347
1457	Supervising Electrician	1	36,157	1	38,117	1	38,104	1	38,147	1	38,147
1454	Lead Electrician	0	0	0	0	0	0	0	0	0	0
1453	Electrician	2	53,475	1	36,277	2	69,111	2	69,180	2	69,180
1443	Painter	1	28,967	1	29,441	2	60,638	2	60,694	2	60,694
1421	Lead Carpenter	1	30,413	1	30,967	1	31,824	1	31,866	1	31,866
1420	Carpenter	5	142,604	4	138,488	5	151,595	5	151,735	5	151,735
TOTAL THIS PAGE		155	4,508,196	149	4,540,654	160	4,831,914	164	5,009,187	164	5,009,187

# BUREAU OF PARKS AND RECREATION (130)

General Fund (101)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		155	4,508,196	149	4,540,654	160	4,831,914	164	5,009,187	164	5,009,187
1315	Construction Equipment Oper I	1	27,294	1	27,739	1	28,555	1	28,579	1	28,579
1241	Senior Maintenance Mechanic	1	28,170	1	28,698	0	0	0	0	0	0
1240	Maintenance Mechanic	13	346,174	13	356,346	13	363,963	13	364,359	13	364,359
1238	Mower Operations Foreman	1	33,904	1	34,541	1	35,566	1	35,610	1	35,610
1237	Mower Operator	16	370,300	16	396,734	16	416,964	16	420,000	16	420,000
1218	Utility Worker	27	640,023	27	632,402	23	583,917	23	587,949	23	587,949
1215	Park Attendant	25	643,243	26	697,675	33	859,112	33	865,059	33	865,059
1210	Laborer	12	142,674	13	160,668	0	0	0	0	0	0
1111	Lead Custodian	2	32,034	1	31,065	1	21,890	1	21,923	1	21,923
1110	Custodial Worker	5	113,436	4	43,136	0	0	0	0	0	0
1108	Pittock Mansion Custodian	0	0	0	0	0	0	0	0	0	0
0847	Communications Svcs Director	1	34,745	1	34,183	1	35,072	1	35,674	1	35,674
0845	Communications Assistant	2	40,035	1	24,678	1	19,832	1	20,941	1	20,941
0843	Volunteer Coordinator	1	27,434	1	23,781	1	27,661	1	28,709	1	28,709
0828	Senior Management Analyst	1	42,167	1	40,298	1	41,501	1	41,558	1	41,558
0827	Management Analyst	1	18,513	1	34,515	2	69,584	2	69,194	2	69,194
0819	Admin Assistant I	0	0	1	9,811	1	24,040	1	24,066	1	24,066
0813	City/Community Liaison	0	0	1	17,752	1	39,802	1	39,853	1	39,853
0545	Administrative Svcs Officer II	2	23,752	2	43,655	1	45,844	1	46,467	1	46,467
0544	Administrative Svcs Officer I	2	47,914	1	21,036	0	0	1	33,675	1	33,675
0515	Senior Accountant	1	12,291	1	19,662	1	29,717	1	29,744	1	29,744
0514	Associate Accountant	2	49,617	1	35,526	1	27,695	1	27,726	1	27,726
0510	Accounting Assistant	3	60,547	3	66,516	3	67,926	3	68,016	3	68,016
0411	Stores Supervisor	0	0	0	0	1	29,846	1	29,890	1	29,890
0409	Senior Storekeeper	1	27,437	1	27,886	0	0	0	0	0	0
0379	Asst Mgmt Info System Analyst	2	56,731	1	37,484	0	0	0	0	0	0
0346	Word Processing Operator II	1	23,182	0	0	0	0	0	0	0	0
0222	Secretarial Assistant	1	22,092	1	23,010	1	23,697	1	23,733	1	23,733
0221	Secretarial Clerk II	3	61,874	3	61,527	1	54,832	2	44,304	2	44,304
0220	Secretarial Clerk I	4	73,931	4	78,966	4	81,281	4	77,135	4	77,135
0210	Typist Clerk	1	16,467	1	16,511	1	18,664	1	18,678	1	18,678
0140	Data Entry Clerk	0	0	0	0	1	16,096	1	18,746	1	18,746
0117	Office Manger II	0	0	0	0	0	0	1	30,264	1	30,264
0116	Office Manager I	3	44,836	3	53,694	2	55,434	1	27,747	1	27,747
0114	Clerical Specialist	5	97,416	5	91,780	5	79,469	4	85,426	4	85,426
TOTAL FULL-TIME		295	7,666,429	286	7,711,929	278	7,929,874	283	8,154,212	283	8,154,212
LIMITED-TERM POSITIONS:											
	Recreation Instructor I	0	0	0	0	0	0	1	18,902	1	18,902
	Park Attendant	0	0	0	0	0	0	1	3,661	1	3,661
TOTAL LIMITED-TERM		0	0	0	0	0	0	2	22,563	2	22,563
TOTAL INCLUDING LIMITED-TERM		295	7,666,429	286	7,711,929	278	7,929,874	285	8,176,775	285	8,176,775

**BUREAU OF PLANNING (510)**

General Fund (101)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$2,272,300	\$2,075,163	\$2,450,558	\$2,816,070	\$2,817,844
<i>External Materials and Services</i>	35,415	102,778	179,864	148,521	230,175
<i>Internal Materials and Services</i>	458,934	459,767	513,776	521,130	528,130
<i>Capital Outlay</i>	1,587	15,161	13,000	108,496	108,496
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$2,768,236</b>	<b>\$2,652,869</b>	<b>\$3,157,198</b>	<b>\$3,594,217</b>	<b>\$3,684,645</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	63	51	52	61	61
<i>Discretionary</i>		47	44	49	49
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$432,435	\$511,000	\$574,000	\$574,000
<i>General Discretionary</i>		1,983,779	2,081,698	2,395,617	2,486,045
<i>Total Discretionary Resources</i>		\$2,416,214	\$2,592,698	\$2,969,617	\$3,060,045
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	12,500	30,000	30,000
<i>Contracts</i>		75,400	160,000	190,100	190,100
<i>Interagency Services</i>		161,255	392,000	404,500	404,500
<b>TOTAL FUNDING</b>		<b>\$2,652,869</b>	<b>\$3,157,198</b>	<b>\$3,594,217</b>	<b>\$3,684,645</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$644,126	\$683,150	\$915,160	\$986,138
<i>Current Planning</i>		906,103	977,727	1,014,268	1,021,768
<i>Long Range Planning and Urban Design</i>		930,491	1,075,196	995,627	1,007,577
<i>Permit Center</i>		162,823	219,017	238,537	238,537
<i>Albina Community Plan</i>		9,326	202,108	430,625	430,625
<b>TOTAL PROGRAM</b>		<b>\$2,652,869</b>	<b>\$3,157,198</b>	<b>\$3,594,217</b>	<b>\$3,684,645</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The total Adopted 1990-91 Budget for the Bureau of Planning is \$3,684,645, which is \$527,447 higher than the 1989-90 budget. The Bureau's discretionary budget for 1990-91 is \$3,060,045, which shows a growth of \$467,347 from the current year. With the 1990-91 Budget, the Bureau will have a total of 61 full-time positions, compared with 52 positions in the current year.

The 1990-91 Budget includes funding to continue the Albina Community Plan (formerly known as the North/Northeast District Plan), which will be in the second year of a projected three-year effort. This project is budgeted to increase from a current funding level of \$293,850 to a 1990-91 level of \$428,491. In the 1990-91 Budget, the Albina Community Plan will continue to be supported by a variety of funding sources, including the HCD Fund (\$100,000), PDC (\$75,000), the Office of Transportation (\$57,500), the Bureau of Environmental Services (\$7,500), private sources (\$30,000), and discretionary General Fund resources (\$158,491).

The budget also includes the transfer of one position from the City Auditor's Office, in order to consolidate into a single agency the responsibility for notifying affected property owners in land use cases.

## BUREAU OF PLANNING (510)

General Fund (101)

Public Works

### APPROPRIATION SUMMARY

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Within the Administration program, this budget adds an Accounting Assistant position in order to provide greater emphasis on managing the Bureau's increasingly complex financial needs.

Within Current Planning, the budget provides for a new Planner to serve as a Pre-Application Conference Coordinator, and in the Permit Center, two lower-paying Permit Technicians will take the place of one higher-paying Planner position. This will reduce the number of hours that planners from the Current Planning and Long Range Planning sections have to spend in rotating shifts in the Permit Center, freeing them for more planning work. These positions are funded by increased fee revenue. Both in the past and in this budget, the Bureau has received additional appropriation corresponding to the projected increases in its fee revenue, with the understanding that the Bureau will be responsible for the attainment of those revenues. If it becomes apparent that the projected revenues will not materialize during the fiscal year, the Bureau has agreed to reduce its appropriation by the amount of the expected shortfall.

The Bureau has one capital project included in the 1990-91 Budget: \$175,250 for a Geographic Information System (GIS). GIS is a technology that allows mapping information to be stored and manipulated on computers, creating efficiencies in the mapping, notification, and planning processes and improved reliability in giving information to the public. The Office of Transportation and the bureaus of Water and Environmental Services have already invested in GIS hardware and software and begun to implement it. The Planning Bureau dollars in 1990-91 will allow the bureau to tap into those bureaus' previous investment, adding planning "overlays" to the GIS "base map."

#### BUREAU PERFORMANCE OBJECTIVES

Maintain the planned three-year schedule for completion of the Albina Community Plan by issuing a discussion draft of the plan in September 1990, as well as a second, proposed draft for Planning Commission hearing by March 1991.

Implement Code Rewrite by November 1, 1990, assuming Council adoption in July 1990.

Achieve operation of a new geographic information system in time for implementation of Code Rewrite. By the end of the fiscal year have the capability to support some Long Range projects with GIS.

Complete neighborhood plans for Cully, Brentwood-Darlington, Brooklyn, and Buckman during FY 1990-91, thereby taking the first steps in a multi-year effort to update the City's Comprehensive Plan through successive district and neighborhood planning efforts.

Increase the case processing capability of the Current Planning section by hiring a Pre-Application Conference Coordinator and two Permit Technicians to substitute for planner time in the Permit Center.

Assure that the City's regional rail program is coordinated with land use by reviewing and developing findings for the west-side light rail alignment upon its selection, and by preparing land use studies to allow comparison among three potential northbound rail corridors as part of the Albina Community Plan.

Continue to seek coordination of city planning activities through regular meetings of the Interbureau Planning Group and by successfully completing the interagency projects included in the 1990-91 budget.

Through participation in urban growth management studies being conducted by the Metropolitan Service District and the Land Conservation and Development Commission, seek the adoption of state and regional planning policies favoring infill and redevelopment of existing urban areas, such as the City of Portland, before permitting the premature expansion of urban growth boundaries.

**BUREAU OF PLANNING (510)**

General Fund (101)

Public Works

**PROGRAM SUMMARY**

Program	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$644,126	\$683,150	\$915,160	\$986,138
<i>General Fund Discretionary Expenditures</i>	620,126	648,650	887,660	958,638
<i>Authorized Full-Time Positions</i>	13.00	11.50	13.50	13.50
<i>Performance/Workload Measures:</i>				
Quarterly Budget Reports	4	4	4	4
Graphic Services for Bureau Reports	*	17	18	18
Eliminate backlog of Plan. Commission minute	*	*	29 sets	29 sets
Prepare annual budget	100%	*	*	*
Bi-weekly payrolls	27	*	*	*

This program provides fiscal, personnel, library, graphics and general management support to the Bureau, as well providing staff support to the Planning Commission and the Bureau's Budget Advisory Committee. The 1990-91 budget adds an Accounting Assistant for improved management of the Bureau's finances. In addition, \$175,250 from the capital set-aside is included in this program for the purchase and implementation of a Geographic Information System (GIS), including the creation of a Project Manager position.

**CURRENT PLANNING**

<i>Total Expenditures</i>	\$906,103	\$977,727	\$1,014,268	\$1,021,768
<i>General Fund Discretionary Expenditures</i>	887,203	968,027	999,068	1,006,568
<i>Authorized Full-Time Positions</i>	18.50	17.50	18.50	18.50
<i>Performance/Workload Measures:</i>				
Land Use Cases Processed	637	612	675	675
Pre-Application Conferences	248	283	300	300
Design Review Cases	236	180	375	375
Landmark Requests & Cases	126	*	*	*
Historic Preservation Awards program	1	*	*	*
Notifications Mailed	*	*	23,600	23,600

This program administers land use reviews mandated by City ordinance and State law. Staff members prepare reports and undertake other administrative tasks for cases heard before the City's Land Use Hearing Officers, the Planning Commission, and those land use cases appealed to City Council. Staff members in this section also provide support for the Landmarks and Design Commissions. The 1990-91 Budget adds a Planner to serve as Pre-Application Conference Coordinator. Because of the addition of Permit Technicians in the Permit Center, the Current Planning and Long Range Planning sections together will have 2,000 more hours per year to devote to the planning caseload instead of working rotating shifts in the Permit Center.



**BUREAU OF PLANNING (510)**

General Fund (101)

Public Works

**PROGRAM SUMMARY**

Program	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>LONG RANGE PLANNING AND URBAN DESIGN</u></b>				
<i>Total Expenditures</i>	\$930,491	\$1,075,196	\$995,627	\$1,007,577
<i>General Fund Discretionary Expenditures</i>	736,736	754,896	683,727	695,677
<i>Authorized Full-Time Positions</i>	16.00	15.00	16.00	16.00
<i>Performance/Workload Measures:</i>				
Training Sessions on New Zoning Code	*	*	6	6
Review Draft of Revised Subdivision Code	*	*	100%	100%
Completed Neighborhood Plans	*	*	2	2
Progress on Code Rewrite Text	85%	100%	100%	100%
Complete Design Guidelines-Central City Plan	*	100%	*	*
Complete E-Zone Mapping	*	100%	*	*
Applications for Property Tax Exemption	*	10	*	*
Housing Policy Studies	7	*	*	*
Completion of Periodic Review	100%	*	*	*

This program is responsible for maintaining, improving and implementing Portland's land use policy. This is accomplished through the development of long-range plans and design proposals which implement land use and design policies adopted by the City Council. In addition, this section is responsible for mandated periodic review of the City's Comprehensive Plan for compliance with adopted statewide land use planning goals. In 1990-91, this program will be completing the Code Rewrite project, completing several interagency-funded projects for the Bureau of Environmental Services, PDC, and the Office of Transportation, and completing the HCD-funded neighborhood plans in Buckman, Brooklyn, Cully and Brentwood-Darlington.

**PERMIT CENTER**

<i>Total Expenditures</i>	\$162,823	\$219,017	\$238,537	\$238,537
<i>General Fund Discretionary Expenditures</i>	162,823	219,017	238,537	238,537
<i>Authorized Full-Time Positions</i>	3.50	4.00	5.00	5.00
<i>Performance/Workload Measures:</i>				
Phone Calls	15,940	14,000	17,600	17,600
Walk-in Clients Served	12,633	10,000	11,300	11,300
Plan Checks Performed	2,505	1,700	2,600	2,600

Permit Center operations include issuing permits to the public, providing planning and zoning information to persons who call or walk in for assistance, receiving land use review applications, and developing brochures and information packets for staff and public use. The 1990-91 Budget includes the addition of two lower-paid Permit Technicians in place of one higher-paid Planner, to reduce by half the number of shifts that Current and Long Range planners have to work in the Permit Center.

**BUREAU OF PLANNING (510)**

General Fund (101)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ALBINA COMMUNITY PLAN</u></b>				
Total Expenditures	\$9,326	\$202,108	\$430,625	\$430,625
General Fund Discretionary Expenditures	9,326	2,108	160,625	160,625
Authorized Full-Time Positions	0.00	4.00	8.00	8.00
Performance/Workload Measures:				
ACP Analysis Report	*	*	100%	100%
ACP Discussion Draft	*	*	100%	100%
Public Hearings & Meetings in ACP Study Area	*	*	100	100

This program will be carrying out a district plan for the Albina Community area. Formerly referred to as the North/Northeast District Plan, this major planning effort is linked with the neighborhood revitalization strategy and receives funding from the HCD Fund, as well as the Office of Transportation and private foundations. Fiscal Year 1990-91 will be the second year of the planned 3-year life of this project. A discussion draft of the plan is schedule to be produced by September, 1990, and a second, proposed draft for Planning Commission hearings is scheduled for March 1991.

**BUREAU OF PLANNING (510)****General Fund (101)****Public Works****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$1,671,792	1,521,192	\$1,760,286	\$2,008,068	\$2,009,474
5120 Part-Time Employees	32,760	6,908	25,789	0	0
5140 Overtime	1,753	0	0	0	0
5150 Premium Pay	10,916	4,967	10,340	9,000	9,000
5170 Benefits	555,079	542,096	654,143	799,002	799,370
<b>Total Personal Services</b>	<b>\$2,272,300</b>	<b>\$2,075,163</b>	<b>\$2,450,558</b>	<b>\$2,816,070</b>	<b>\$2,817,844</b>
5210 Professional Services	(\$2,320)	39,211	\$49,645	\$18,155	\$62,615
5220 Utilities	0	0	3,500	0	0
5230 Equipment Rental	(2,580)	0	2,000	2,000	2,000
5240 Repair & Maintenance	5,322	7,687	11,000	16,000	21,637
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	5,304	7,023	30,368	30,368	61,023
5310 Office Supplies	7,879	5,650	10,000	26,500	27,402
5320 Operating Supplies	9,142	14,489	11,750	0	0
5330 Repair & Maintenance Supplies	500	0	520	0	0
5340 Minor Equipment	0	3,612	2,000	7,254	7,254
5350 Clothing	0	0	0	0	0
5390 Other Commodities	1,743	1,793	1,680	1,680	1,680
5410 Education	2,144	6,879	1,995	2,496	2,496
5420 Local Travel	300	165	500	1,200	1,200
5430 Out-of-Town Travel	3,524	3,040	7,830	11,830	11,830
5440 External Rent	0	0	4,731	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	9,180	16,000	20,000	20,000
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	4,457	4,049	26,345	11,038	11,038
<b>Subtotal External Materials &amp; Services</b>	<b>\$35,415</b>	<b>\$102,778</b>	<b>\$179,864</b>	<b>\$148,521</b>	<b>\$230,175</b>
5510 Fleet Services	\$2,079	2,584	\$3,108	\$3,308	\$3,308
5520 Printing/Distribution	139,359	142,258	180,650	208,224	215,224
5530 Facilities Services	223,643	189,055	190,456	196,694	196,694
5540 Communications	43,569	32,091	30,013	34,425	34,425
5550 Data Processing	8,168	3,509	6,722	7,508	7,508
5560 Insurance	9,184	50,707	70,097	70,971	70,971
5570 Equipment Lease	32,905	32,563	32,355	0	0
5580 Same Fund Services	14	5,400	375	0	0
5590 Other Fund Services	13	1,600	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$458,934</b>	<b>\$459,767</b>	<b>\$513,776</b>	<b>\$521,130</b>	<b>\$528,130</b>
<b>Total Materials &amp; Services</b>	<b>\$494,349</b>	<b>\$562,545</b>	<b>\$693,640</b>	<b>\$669,651</b>	<b>\$758,305</b>
5610 Land	\$0	0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	340	364	0	5,000	5,000
5640 Equipment	1,247	14,797	13,000	103,496	103,496
<b>Total Capital Outlay</b>	<b>\$1,587</b>	<b>\$15,161</b>	<b>\$13,000</b>	<b>\$108,496</b>	<b>\$108,496</b>
5730 Cash Transfers - Equipment	\$0	0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$2,768,236</b>	<b>\$2,652,869</b>	<b>\$3,157,198</b>	<b>\$3,594,217</b>	<b>\$3,684,645</b>

# BUREAU OF PLANNING (510)

General Fund (101)

Public Works

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
3238	City Planning Director	1	56,722	1	54,666	1	59,883	1	59,883	1	59,883
3271	Graphics Illustrator II	1	25,914	1	30,218	1	32,219	1	32,219	0	0
3270	Graphics Illustrator I	3	71,680	4	71,625	3	73,435	0	0	0	0
3236	Chief Planner	5	226,403	5	248,307	4	185,036	4	185,036	4	185,036
3235	Annexation Coordinator	1	20,328	0	0	0	0	0	0	0	0
3234	Planner III	10	377,660	8	314,960	8	331,503	0	0	0	0
3233	Assistant Annexation Coordinator	1	16,003	0	0	0	0	0	0	0	0
3232	Planner II	17	339,067	20	497,876	21	650,785	0	0	0	0
3231	Planner B	0	0	0	0	0	0	10	412,580	10	412,580
3230	Planner I	4	137,826	2	75,178	3	89,902	0	0	0	0
3229	Planner A	0	0	0	0	0	0	24	745,339	24	745,339
3228	Annexation Assistant	4	124,045	0	0	0	0	0	0	0	0
3226	District Plan Manager	0	0	0	0	1	50,066	1	50,066	1	50,066
3112	Engineering Aide	1	10,760	0	0	0	0	0	0	0	0
3108	Technician II	0	0	0	0	0	0	0	0	1	33,625
3107	Technician I	0	0	0	0	0	0	5	122,242	5	122,242
0900	Staff Assistant	1	7,858	0	2,093	0	0	0	0	0	0
0820	Administrative Assistant II	1	17,409	0	0	1	26,662	1	33,148	1	33,148
0816	Admin Analyst Technician	0	0	1	23,406	0	0	0	0	0	0
0813	City-School Liaison	0	0	0	0	0	0	1	42,016	1	42,016
0510	Accounting Assistant	0	0	0	0	0	0	1	17,930	1	17,930
0379	Assistant MIS Analyst	0	0	0	0	1	25,725	1	26,957	1	26,957
0372	Programmer Analyst	0	0	0	0	0	0	1	35,400	1	35,400
0345	Word Processing Operator I	4	63,296	3	68,345	3	63,786	3	68,744	3	68,744
0245	Hearings Clerk	1	27,734	1	28,406	1	30,024	1	28,891	1	28,891
0222	Secretarial Assistant	1	23,659	1	24,897	1	23,723	1	23,733	1	23,733
0221	Secretarial Clerk II	5	88,136	3	63,091	2	44,295	2	44,304	2	44,304
0210	Typist Clerk	2	37,492	1	18,124	1	18,682	1	18,678	1	18,678
0114	Clerical Specialist	0	0	0	0	0	0	2	40,602	2	40,602
TOTAL FULL-TIME POSITIONS		63	1,671,792	51	1,521,192	52	1,705,726	61	1,987,768	61	1,989,174
<u>LIMITED-TERM POSITIONS:</u>											
0900	Staff Assistant	0	0	0	0	2	30,654	0	0	0	0
3230	Planner A-1	0	0	0	0	2	23,906	0	0	0	0
3271	Technician II	0	0	0	0	0	0	1	20,300	1	20,300
TOTAL LIMITED-TERM		0	0	0	0	4	54,560	1	20,300	1	20,300
TOTAL INCLUDING LIMITED-TERM		63	1,671,792	51	1,521,192	56	1,760,286	62	2,008,068	62	2,009,474

**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$38,732,426	\$40,157,647	\$42,442,555	\$46,375,800	\$46,276,262
<i>External Materials and Services</i>	1,759,186	1,518,474	2,198,122	2,727,814	3,001,312
<i>Internal Materials and Services</i>	10,271,406	9,857,422	11,062,918	12,959,906	12,949,890
<i>Capital Outlay</i>	45,254	60,241	160,517	178,555	229,187
<i>Cash Transfers-New Equipment</i>	0	0	29,423	106,553	106,553
<b>TOTAL EXPENDITURES</b>	<b>\$50,808,272</b>	<b>\$51,593,784</b>	<b>\$55,893,535</b>	<b>\$62,348,628</b>	<b>\$62,563,204</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	945	947	930	1,032	1,032
<i>Discretionary</i>	939	941	922	1,009	1,009
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$590,849	\$390,677	\$939,439	\$939,439
<i>General Discretionary</i>		50,579,117	54,536,038	60,032,717	60,346,831
<b>Total Discretionary Resources</b>		<b>\$51,169,966</b>	<b>\$54,926,715</b>	<b>\$60,972,156</b>	<b>\$61,286,270</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		36,738	215,643	132,187	32,649
<i>Contracts</i>		229,145	371,341	1,041,305	1,041,305
<i>Interagency Services</i>		157,935	379,836	202,980	202,980
<b>TOTAL FUNDING</b>		<b>\$51,593,784</b>	<b>\$55,893,535</b>	<b>\$62,348,628</b>	<b>\$62,563,204</b>
<b><u>PROGRAMS</u></b>					
<i>Management</i>		588,105	\$423,281	\$476,368	\$476,368
<i>Organizational Services</i>		5,427,970	6,587,998	4,051,093	4,176,906
<i>Special Criminal Investigations</i>		3,004,350	3,185,330	3,475,268	3,486,918
<i>Operations Support Services</i>		7,884,573	8,337,067	10,129,933	10,174,461
<i>Patrol</i>		25,786,677	28,218,853	33,368,190	33,326,499
<i>Investigative Operations</i>		8,184,357	8,324,290	9,473,047	9,486,921
<i>Community Services</i>		717,752	816,716	1,374,729	1,435,131
<b>TOTAL PROGRAM</b>		<b>51,593,784</b>	<b>\$55,893,535</b>	<b>\$62,348,628</b>	<b>\$62,563,204</b>

## POLICE BUREAU (100)

General Fund (101)

Finance and Administration

APPROPRIATION SUMMARY

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### GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Police provides law enforcement, criminal investigation, crime prevention and community education services to the City of Portland. The budget continues the service priority and deployment practices which concentrate Police resources in basic neighborhood patrol and emergency calls-for-service response. In addition, the budget implements year one of the transition to Community Policing.

The total General Fund discretionary budget for the Police Bureau is \$61.2 million or \$4.4 million more than the revised FY 89-90 total of \$56.8 million, adjusted for Operation Jumpstart. (Operation Jumpstart added 60 new officers to the bureau in December 1989.) The proposed budget also includes \$1.2 in Community Policing add packages which support 13 sworn and 14 non-sworn positions. The funding of these add packages is a direct response to Resolution No. 34655 adopted by City Council which directed that any General Fund resources remaining after covering City bureaus' current service level targets and necessary set asides should be dedicated to Community Policing and Fire Service. In total, the Adopted Budget funds 76 more sworn positions than were supported in the Approved FY 1989-90 Budget.

Year one of the Community Policing transition is seen as rebuilding of the organization. Fifty-four of the new Operation Jumpstart police officers will be assigned to the precincts, which will result in approximately a 20% increase of patrol strength. The remaining six Operation Jumpstart hires will be assigned to non-patrol functions such as minority recruitment, prosecution liaison, community policing training, and a neighborhood resource program.

In addition resources are provided to supply adequate supervisory, training and support personnel for the new officer positions, and to continue the strategic planning process to more fully involve the Police bureau and citizens in the organizational changes required to support Community Policing. These add packages will provide:

- Six additional sergeants to act as Patrol Supervisors
- Five officers and one captain to restore the Training Unit to full service to accommodate the recruit training requirements of the new officers, and the training of all Bureau employees in Community Policing concepts.
- An Information and Referral Specialist who will design and implement an I & R system to link citizens in need with the most appropriate community resource.
- A Public Safety Analyst to staff the Police Resources and Community Information Office, and to assist in the evaluation of Community Policing projects, and in the analysis of crime trends. Year One of the Community Policing will also include Community Policing demonstration projects in each of the precincts, including a Neighborhood Response Team in North Precinct consisting of two officers and two Police Trainees. The Team will be responsible for working with neighborhood groups to identify crime and related problems and develop strategies for their resolution.

## **POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

### **APPROPRIATION SUMMARY**

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#### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

Another Community Policing component included in the Adopted Budget is the start-up of a Police Activities League (P.A.L.) for at-risk youth diversion and positive role modelling. This program will involve young people, the police and the community in activities that build self-esteem. Funds are also provided to establish eight storefront police offices scattered throughout the City of Portland, and to operate and maintain a Police facility in the Lloyd Center area.

The Adopted Budget also provides funding for \$624,439 in cost recovery add packages. Funding is provided to continue the DUII/Prostitution Asset Forfeiture Program, as well as for the construction, operation and maintenance of a vehicle storage facility on St. Helen's Road. This facility will be used to store vehicles seized in narcotics, DUII, and prostitution cases. Currently the City stores these vehicles on private towers' lots throughout the city and must pay storage costs. Construction of the storage lot will provide a more secure facility than is currently available, as well as saving the City storage fees. The expenditures associated with the operation, maintenance and debt service of the St. Helen's Road facility will be offset by cost recovery dollars associated with the Asset Forfeiture Program.

The Adopted Budget establishes a two person Weapon's Permit Section to handle gun sale permits and unconcealed weapons permits. A 1990 law passed by the Oregon Legislature requires police bureaus to make complete and accurate background checks on all gun sales within their jurisdictions. This program will be supported by permit registration fees.

The final category of add packages funded in the Adopted Budget covers \$579,185 in interagency charges by the Bureau of Emergency Communications which the Police Bureau could not absorb within its target allocation. Of this amount \$340,00 is required to cover the increased telephone line charges resulting from the planned January 1, 1991 implementation of the Enhanced 911 system. In anticipation of the E-911 costs, a set aside to cover this requirement was established in the General Fund Financial Forecast. The remaining \$239,000 of interagency charges stems from increased BOEC costs due to the 1989 wage and salary agreement, plus the escalating costs of overtime due to the continued inability of BOEC to hire a full complement of emergency operators.

## **POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**APPROPRIATION SUMMARY**

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### **BUREAU PERFORMANCE OBJECTIVES**

The Police Bureau submitted the Community Policing Transition Plan as its performance objectives. The major functional activities categories for Year One of Community Policing are:

1. **Increased Staffing:** Assign 90% of Operation Jumpstart positions to the Precincts; establish a North Precinct evening overlap shift; increase support services and supervisory positions to handle increased workload.
2. **New Recruiting and Hiring:** Adopt new recruiting and hiring practices to support the Police Bureau's Affirmative Action program, and provide more police officers who reflect the ethnic and cultural diversity of Portland; expand the Personnel Unit to handle increased hiring; expand minority and female recruitment; if feasible, utilize a Police Intern Program to facilitate the recruitment and hiring of qualified candidates.
3. **New Training Programs:** Implement new training programs for both new and current employees; develop Community Policing training for all officers; hold one week in-service training, 60% Community Policing intensive, for all current officers; expand cross cultural training, and expand crime prevention training for all officers.
4. **Community Policing Demonstration Projects:** Perform baseline surveys and create an evaluation methodology; implement demonstration projects; test and evaluate Community Policing methods.
5. **Building of Community Policing Support Resources:** Reinstitute long-term planning for the Police Bureau; create a Neighborhood Resources Planning Unit to analyze criminal and community information and effectiveness of resources to solve problems; develop an internal and community education programs to teach citizens and Bureau employees how they can participate in Community Policing; review Institute of Law and Justice report and Workload Productivity recommendations; review and revise General Orders to facilitate decentralization of decision making and empowerment of Police Officers.
6. **Development of an Interagency Communication Program:** Determine roles, responsibilities and resources of the Police Bureau and the Office of Neighborhood Associations and Neighbors Against Crime regarding Community Policing implementation; assign agency liaison coordination with other law enforcement agencies and other elements of the criminal justice system, other city bureaus, and service agencies.

The Police Bureau will be reporting quarterly on the attainment of the above objectives.



**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>MANAGEMENT</u></b>				
<i>Total Expenditures</i>	\$588,105	\$423,281	\$476,368	\$476,368
<i>General Fund Discretionary Expenditures</i>	588,105	423,281	476,368	476,368
<i>Authorized Full-Time Positions</i>	10.00	8.00	8.00	8.00
<i>Performance/Workload Measures:</i>				
Community events/meetings attended	350	80	80	80
Major incidents coordinated with media	76	50	50	50

The Management program is responsible for the overall leadership, management, policy formulation, legal review and internal control of the Bureau of Police. Personnel included within this program include the Chief of Police and his immediate office and clerical support staff, and the Public Information Officer.

**ORGANIZATIONAL SERVICES**

<i>Total Expenditures</i>	\$5,427,970	\$6,587,998	\$4,051,093	\$4,176,906
<i>General Fund Discretionary Expenditures</i>	5,283,424	6,423,802	3,908,623	4,024,006
<i>Authorized Full-Time Positions</i>	36.00	24.00	37.00	37.00
<i>Performance/Workload Measures:</i>				
Number of minority recruiting contacts	839	1,000	1,500	1,500
Accounts payable transactions	2,607	1,000	1,000	1,000
Chaplain counseling appointments	N/A	275	275	275

The Organizational Services program is responsible for providing administrative support services to the operational service delivery components of the Police Bureau. These support services include fiscal management, human resources management, employee assistance, loss control and liability management, and police facilities and fleet management. Included within this program are two new minority recruiter positions to assist the Bureau in obtaining more women and minorities. An additional administrative assistant position is also included to assist with budget preparation, fiscal reporting, and supervision of accounts payable. Resources are provided to continue the Bureau's DUII/Prostitution Asset Forfeiture Program, as well as for the construction, operation and maintenance of a vehicle storage facility on St. Helen's Road. The facility will be used to store vehicles seized in narcotics, DUII, and prostitution cases. Operating, maintenance and debt service costs will be covered by cost recovery revenue from the Asset Forfeiture Program. This program also provides for a two person Weapon's Permit Section to handle gun sale permits and unconcealed weapons permits, in accord with the 1990 Oregon Legislative Statute which requires police bureaus to make complete and accurate background checks on all gun sales within their jurisdictions.

The drop in discretionary appropriation from the FY 89-90 revised budget to the FY 90-91 adopted budget relates to allocation of the Justice Center rent. In the revised FY 89-90 budget, the entire Justice Center rent was budgeted in the Organizational Services program. In the FY 90-91 budget, the rent is spread amongst the various Police Bureau programs.

**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SPECIAL CRIMINAL INVESTIGATIONS</u></b>				
<i>Total Expenditures</i>	\$3,004,350	\$3,185,330	\$3,475,268	\$3,486,918
<i>General Fund Discretionary Expenditures</i>	3,004,351	3,135,330	3,375,268	3,386,918
<i>Authorized Full-Time Positions</i>	56.00	56.00	55.00	55.00
<i>Performance/Workload Measures:</i>				
Drug houses investigated	585	200	600	600
Dollar Amount of Assets forfeited	1,092,570	1,000,000	1,000,000	1,000,000
Dollar Amount of Drugs seized	N/A	9,000,000	9,000,000	9,000,000

The SCI program supports the ongoing activities of the narcotics and vice units, and the criminal intelligence division. Drug House investigations continue to be a focus of activity, as well as drug enforcement efforts which concentrate on mid-level distribution and manufacturing. Three positions are assigned to the Interagency Narcotics Drug Task Force. The Task Force is responsible for coordinating drug investigations involving multiple jurisdictions. The activities of the Task Force continue to result in record seizures of cocaine and tar heroin. Federal drug grant monies have expanded the capabilities of the Task Force by adding financial investigators and increasing available evidence money.

**OPERATIONS SUPPORT SERVICES**

<i>Total Expenditures</i>	\$7,884,573	\$8,337,067	\$10,129,933	\$10,174,461
<i>General Fund Discretionary Expenditures</i>	7,875,704	8,314,387	10,039,023	10,093,981
<i>Authorized Full-Time Positions</i>	123.00	114.00	120.00	120.00
<i>Performance/Workload Measures:</i>				
SERT Training Hours	304	320	320	320
Misdemeanor Cases Processed	14,503	20,132	20,000	20,000
Cases Processed by Records Unit	127,313	125,000	130,000	130,000

This program provides services in the area of records and data management, court coordination, property and evidence control, reserve officer management and in-service training. This program also includes the bureau's costs for emergency communications services. The dollars paid to the Bureau of Emergency Communications via interagency agreement include \$340,000 to cover increased line charges due to the planned January 1991 implementation of the Enhanced 911 system.

The adopted budget provides for six additional positions in the Training Unit to accommodate the training requirements of the new Operational Jumpstart officer positions, as well as the training of all employees in Community Policing concepts. Resources are also provided for three Police Data Technicians to be employed as the new Jumpstart officers enter Phase 111 of their training.

**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PATROL</u></b>				
<i>Total Expenditures</i>	\$25,786,677	\$28,223,288	\$33,368,190	\$33,326,499
<i>General Fund Discretionary Expenditures</i>	25,762,320	27,764,242	32,723,582	32,781,429
<i>Authorized Full-Time Positions</i>	543.00	560.00	631.00	631.00
<i>Performance/Workload Measures:</i>				
Calls for Service Dispatched	279,169	277,000	277,000	277,000
Traffic Citations Issued	69,071	60,000	20,000	20,000
Calls for Service Handled by Telephone	49,405	45,000	60,000	60,000

Patrol Operations provides direct Police services to protect life and property. This program includes Central, East and North Precinct, the Traffic Division, the Mounted Patrol Unit, the Canine Unit, the Gang Enforcement Unit, Special Emergency Reaction Team (SERT) the Explosive Disposal Unit (EDU), and the Telephone Report Unit (TRU).

This program is the principal beneficiary of Operation Jumpstart and will be the focus point for the implementation of Community Policing. The Jumpstart patrol component provides 54 additional officers to the precincts plus a Police Activities League (PAL) Coordinator for at-risk youth diversion. Also included are six new Sergeant positions to provide supervision for the additional Jumpstart officer positions.

Funding is provided to operate and maintain a police facility in the Lloyd Center area, as well as the establishment and maintenance of eight storefront police offices scattered throughout the city. This program will also support a Neighborhood Response Team assigned to North Precinct, as a pilot/demonstration project whose aim is to work with neighborhood groups to identify crime and related problems and develop strategies for their resolution.

**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>INVESTIGATIVE OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$8,184,357	\$8,324,290	\$9,473,047	\$9,486,921
<i>General Fund Discretionary Expenditures</i>	8,053,313	8,130,690	9,187,047	9,200,921
<i>Authorized Full-Time Positions</i>	162.00	155.00	158.00	158.00
<i>Performance/Workload Measures:</i>				
Cases Assigned for Investigation	7,912	6,600	3,500	3,500
Cases Forwarded to Grand Jury	2,718	2,000	2,000	2,000
Dollar Amount of Recovered Property	978,256	875,000	875,000	875,000

This program is responsible for investigating and clearing felony and serious misdemeanor crimes reported to the Police Bureau, the identification and arrest of perpetrators of serious crimes, and the recovery of stolen property. In addition, the program is responsible for investigations of complaints of misconduct by Police Bureau officers and employees through the operation of the Internal Investigations Division.

The Identification Division provides support services to the Police Bureau and other criminal justice agencies by determining the identity of individuals through fingerprints, photos and evidence from crime scenes. This activity is supported in part through a contract with the Multnomah County Booking Facility.

**POLICE BUREAU (100)**

General Fund (101)

Finance and Administration

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>COMMUNITY SERVICES</u></b>				
<i>Total Expenditures</i>	\$717,752	\$816,716	\$1,374,729	\$1,435,131
<i>General Fund Discretionary Expenditures</i>	602,749	739,418	1,262,245	1,322,647
<i>Authorized Full-Time Positions</i>	17.00	13.00	23.00	23.00
<i>Performance/Workload Measures:</i>				
Baskets of Food Distributed	N/A	3,400	3,400	3,400
Furniture Items Distributed	N/A	4,000	4,000	4,000

The Community Services program is responsible for enlisting the community's assistance in efforts to deter crime, reduce the fear of crime, and enhance the livability of Portland. This program also includes a non-profit emergency food and clothing distribution outlet, the Sunshine Division, as well as the Block Home program, sexual assault prevention for adults, commercial crime prevention, and security hardware for low income elderly persons.

The FY 90-91 Community Services budget supports 23 positions, compared to 13 in the revised FY 89-90 budget. The increase stems from the reassignment of five positions from other programs to re-establish the Strategic Planning Unit, considered essential for the Community Policing transition effort. Also included are a Neighborhood Resource Specialist, and Information and Referral Specialist, and a Public Safety Analyst to enhance the Bureau's Community Policing efforts, plus additional clerical support staff.

**POLICE BUREAU (100)****General Fund (101)****Finance and Administration****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$31,629,509	\$32,362,985	\$33,840,547	\$36,427,607	\$36,338,657
5120 Part-Time Employees	98,283	110,266	174,837	186,858	186,858
5140 Overtime	2,285,089	2,344,298	2,465,269	2,625,185	2,625,185
5150 Premium Pay	262,124	304,084	297,551	377,187	377,187
5170 Benefits	4,457,421	5,036,014	5,664,351	6,758,963	6,748,375
<b>Total Personal Services</b>	<b>\$38,732,426</b>	<b>\$40,157,647</b>	<b>\$42,442,555</b>	<b>\$46,375,800</b>	<b>\$46,276,262</b>
5210 Professional Services	\$107,249	\$61,700	\$131,564	\$274,410	\$344,225
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	64,075	75,096	219,893	239,090	252,154
5240 Repair & Maintenance	150,388	115,568	152,207	175,080	191,460
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	180,646	169,573	300,583	380,301	382,695
5310 Office Supplies	108,968	112,700	103,677	132,607	140,107
5320 Operating Supplies	443,210	457,634	496,526	575,364	623,223
5330 Repair & Maintenance Supplies	1,911	2,590	10,918	15,418	16,274
5340 Minor Equipment	44,991	17,403	44,280	99,089	111,952
5350 Clothing	117,873	138,975	172,583	202,414	298,005
5390 Other Commodities	286,159	116,332	201,730	205,324	212,050
5410 Education	36,798	34,571	49,010	82,210	82,210
5420 Local Travel	117	(154)	1,300	1,850	1,850
5430 Out-of-Town Travel	60,342	40,840	56,980	74,021	74,021
5440 External Rent	2,741	3,010	4,100	10,216	10,666
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	153,718	172,636	252,771	260,420	260,420
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$1,759,186</b>	<b>\$1,518,474</b>	<b>\$2,198,122</b>	<b>\$2,727,814</b>	<b>\$3,001,312</b>
5510 Fleet Services	\$2,351,540	\$2,228,888	\$2,553,765	\$2,952,729	\$2,953,143
5520 Printing/Distribution	122,471	179,268	166,764	223,223	223,223
5530 Facilities Services	2,868,133	2,233,493	2,126,903	2,360,875	3,038,364
5540 Communications	713,007	748,718	707,650	864,533	864,533
5550 Data Processing	278,406	274,170	312,109	336,189	336,189
5560 Insurance	1,112,688	1,194,977	1,567,989	1,470,409	1,470,409
5570 Equipment Lease	29,247	28,943	28,759	90,000	90,000
5580 Same Fund Services	246,878	300,465	412,925	0	0
5590 Other Fund Services	2,549,036	2,668,500	3,186,054	4,661,948	3,974,029
<b>Subtotal Service Reimbursements</b>	<b>\$10,271,406</b>	<b>\$9,857,422</b>	<b>\$11,062,918</b>	<b>\$12,959,906</b>	<b>\$12,949,890</b>
<b>Total Materials &amp; Services</b>	<b>\$12,030,592</b>	<b>\$11,375,896</b>	<b>\$13,261,040</b>	<b>\$15,687,720</b>	<b>\$15,951,202</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	45,254	60,241	160,517	178,555	229,187
<b>Total Capital Outlay</b>	<b>\$45,254</b>	<b>\$60,241</b>	<b>\$160,517</b>	<b>\$178,555</b>	<b>\$229,187</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$29,423	\$106,553	\$106,553
<b>Total Appropriation</b>	<b>\$50,808,272</b>	<b>\$51,593,784</b>	<b>\$55,893,535</b>	<b>\$62,348,628</b>	<b>\$62,563,204</b>

**POLICE BUREAU (100)**  
**General Fund (101)**  
**Finance and Administration**

**FULL-TIME POSITIONS**

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
5146	Police Chief	1	72,102	1	73,268	1	75,545	1	75,545	1	75,545
5190	Asset Forfeiture Specialist	0	0	0	0	0	0	1	24,523	1	24,523
5189	Investigative Accountant	1	44,192	1	44,910	1	46,280	1	46,280	1	46,280
5188	Police Info System Manager	1	45,779	1	46,591	1	47,965	1	47,965	1	47,965
5187	Director of Fiscal Services	1	46,931	1	47,685	1	49,150	1	49,150	1	49,150
5184	Police Info/Referral Spec	0	0	0	0	0	0	1	23,816	1	23,816
5183	Crime Prevention Rep 1	6	159,039	5	136,685	3	85,425	3	85,425	3	85,425
5180	Police Chaplain	1	37,652	1	38,596	1	39,374	1	39,374	1	39,374
5176	ID Tech Supervisor	0	0	0	0	0	0	1	42,765	1	42,765
5175	Criminalist	14	519,779	14	573,066	13	575,119	13	575,119	13	575,119
5174	Police Photo Repr Specialist	2	75,232	2	76,272	2	78,666	2	78,666	2	78,666
5173	Police Ident Tech II	3	114,006	3	114,514	3	117,999	3	117,999	3	117,999
5172	Police Ident Tech I	9	309,100	9	294,436	9	325,539	10	352,152	10	352,152
5150	Police Detective	96	3,922,960	96	3,984,844	93	4,115,993	93	4,127,993	93	4,127,993
5142	Deputy Police Chief	4	250,721	4	246,039	3	197,058	3	197,058	3	197,058
5138	Police Captain	12	609,272	11	652,350	11	595,111	12	649,212	12	649,212
5137	Police Lieutenant	29	1,463,180	29	1,358,847	28	1,317,960	29	1,364,990	29	1,364,990
5134	Police Sergeant (Cycle)	4	0	4	0	4	188,200	4	188,200	4	188,200
5134	Police Sergeant	78	3,421,317	77	3,437,356	73	3,268,871	83	3,651,534	83	3,651,534
5128	Police Officer	470	16,887,976	487	17,428,747	497	18,008,145	561	19,588,453	561	19,588,453
5128	Police Officer (Cycle)	0	0	22	0	22	900,108	22	900,108	22	900,108
5112	Law Enforcement Trainee	0	0	0	0	0	0	2	32,490	2	32,490
3271	Graphics Illustrator II	1	28,057	1	30,036	1	32,219	1	32,219	1	32,219
1256	Lead Home Security Specialist	0	0	0	10,475	1	27,169	1	27,165	1	27,165
1255	Home Security Spec	1	24,670	2	30,148	1	25,834	1	25,834	1	25,834
1232	Automotive Servicer	2	37,856	2	53,429	2	51,126	3	74,339	3	74,339
1217	Stable Attendant	1	23,949	1	24,605	1	25,563	1	25,563	1	25,563
0905	Public Safety Analyst	4	129,218	4	118,079	2	71,718	2	71,718	2	71,718
0904	Public Safety Analyst I	0	0	0	0	0	22,526	1	22,526	1	22,526
0900	Staff Assistant	0	14,630	0	14,867	0	0	0	0	0	0
0820	Admin Assistant II	0	0	0	0	1	32,431	0	0	0	0
0819	Admin Assistant I	2	57,324	2	60,126	1	30,264	3	84,594	3	84,594
0725	Legal Advisor	1	46,148	1	48,031	0	0	0	0	0	0
0708	Law Clerk	1	25,515	1	27,040	0	0	0	0	0	0
0605	Audio-Visual Spec	1	33,215	1	33,910	1	34,611	1	34,611	1	34,611
0411	Stores Supervisor I	1	28,943	1	30,079	1	30,701	1	30,701	1	30,701
0410	Storekeeper	8	168,441	7	174,682	7	187,390	8	211,705	8	211,705
0409	Senior Storekeeper	0	0	0	0	0	0	1	28,746	1	28,746
0381	Systems Programmer	2	72,083	2	65,411	2	78,962	2	78,962	2	78,962
0380	MIS Analyst	2	39,698	1	40,302	1	41,600	1	41,600	1	41,600
0366	Computer Programmer Operator	5	116,624	4	113,345	4	114,669	4	114,669	4	114,669
0348	Word Processing Supervisor	1	27,668	1	28,430	0	0	0	0	0	0
0346	Word Processing Operator II	1	23,182	1	23,553	1	24,274	1	24,274	1	24,274
0222	Secretarial Assistant	1	22,189	1	23,251	1	23,733	1	23,733	1	23,733
0153	Police Clerical Supervisor	1	26,011	1	26,440	1	27,248	1	27,248	1	27,248
0152	Police Clerical Specialist	10	221,606	11	232,406	9	220,707	9	220,707	9	220,707
0151	Police Clerical Assistant	56	1,037,650	54	1,098,273	53	1,126,899	62	1,288,016	62	1,288,016
TOTAL THIS PAGE		834	30,183,915	867	30,861,124	857	32,262,152	953	34,747,747	953	34,747,747

POLICE BUREAU (100)  
General Fund (101)  
Finance and Administration

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		834	30,183,915	867	30,861,124	857	32,262,152	953	34,747,747	953	34,747,747
0150	Police Records Clerk I	3	6,282	0	0	0	0	0	0	0	0
0148	Police Data Supervisor	4	103,309	4	107,663	4	109,908	4	109,908	4	109,908
0147	Police Data Technician II	9	177,231	8	175,314	8	196,184	9	214,024	8	214,024
0146	Police Data Technician I	72	1,088,403	68	1,190,367	61	1,272,303	66	1,355,928	61	1,355,928
0145	Police Data Technician Trainee	0	70,369	0	28,517	0	0	0	0	0	0



**BUREAU OF PURCHASES AND STORES (319)**General Fund (101)  
Public Safety**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$596,216	\$583,578	\$697,777	\$720,160	\$720,160
<i>External Materials and Services</i>	30,553	47,674	37,582	40,155	40,155
<i>Internal Materials and Services</i>	114,965	123,916	201,900	215,933	215,933
<i>Capital Outlay</i>	623	16,220	0	10,000	10,000
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$742,357</b>	<b>\$771,388</b>	<b>\$937,259</b>	<b>\$986,248</b>	<b>\$986,248</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	17	16	17	17	17
<i>Discretionary</i>	17	15	16	16	16
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		0	0	923,259	923,259
<b>Total Discretionary Resources</b>		<b>\$771,388</b>	<b>\$877,467</b>	<b>\$923,259</b>	<b>\$923,259</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	59,792	62,989	62,989
<b>TOTAL FUNDING</b>		<b>\$771,388</b>	<b>\$937,259</b>	<b>\$986,248</b>	<b>\$986,248</b>
<b><u>PROGRAMS</u></b>					
<i>Purchasing</i>		\$493,357	\$652,622	\$655,362	\$655,362
<i>Equal Employment Opportunity</i>		4,888	5,000	5,000	5,000
<i>Municipal and Stationery Stores</i>		240,332	236,229	251,147	251,147
<i>Surplus Property Warehouse</i>		32,811	43,408	74,739	74,739
<b>TOTAL PROGRAM</b>		<b>\$771,388</b>	<b>\$937,259</b>	<b>\$986,248</b>	<b>\$986,248</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Purchases and Stores is comprised of four programs which are mandated by City Charter and City Code: Equal Employment Opportunity, Municipal and Stationery Stores, Purchasing, and Surplus Property Warehouse.

The total funding level includes a \$10,000 add package to replace a used fork lift.

The Bureau's main source of revenues result from surplus and unclaimed property sales. These revenues may vary and are dependant on the number of items turned in, the value of the items, and the amount of time available to sell the items. Revenues for the FY 1990/91 are projected at \$55,000. Many items which were previously sold are now being transferred to City Bureaus. Other revenues which were returned to the General Fund are now going directly to the Police Bureau Budget.

## **BUREAU OF PURCHASES AND STORES (319)**

General Fund (101)  
Public Safety

### ***APPROPRIATION SUMMARY***

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#### **BUREAU PERFORMANCE OBJECTIVES**

Establish on line purchasing ability with minimum of two (2) major stores/warehouse operations by June 30, 1991.

Develop IBIS generated reports that identify additional City-wide volume buying opportunities by May 1, 1991.

Develop and conduct (4) training sessions to facilitate use of automated purchasing system by City personnel during FY 90-91.

Participate in 4 additional outreach activities that are strictly devoted to increasing the number of contacts with minority contractors and vendors.

**BUREAU OF PURCHASES AND STORES (319)**

General Fund (101)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>MUNICIPAL AND STATIONERY STORES</u></b>				
<i>Total Expenditures</i>	\$240,332	\$236,229	\$251,147	\$251,147
<i>General Fund Discretionary Expenditures</i>	240,332	236,229	251,147	251,147
<i>Authorized Full-Time Positions</i>	5.00	5.00	5.00	5.00
<i>Performance/Workload Measures:</i>				
Number of Line Items Processed	38,559	38,000	38,000	38,000
Number of Requisitions Processed	6,474	5,850	6,000	6,000

This program provides centralized purchasing, storage, and disbursement of commonly used supplies to all City agencies. This program reduces overall costs for supplies through consolidation of items requested for purchase and efficient distribution.

The adopted funding level supports the continued operation of the two Municipal and Stationery Stores at the current service level.

**SURPLUS PROPERTY WAREHOUSE**

<i>Total Expenditures</i>	\$32,811	\$43,408	\$74,739	\$74,739
<i>General Fund Discretionary Expenditures</i>	32,811	43,408	74,739	74,739
<i>Authorized Full-Time Positions</i>	1.00	1.00	1.00	1.00
<i>Performance/Workload Measures:</i>				
Number of Items received	5,780	3,500	4,200	4,200

This program provides for operation of the Surplus Property Warehouse which receives, stores, transfers, destroys, or sells surplus property using the method that is most economically advantageous to the City. The adopted budget amount includes an additional \$17,000 for a Capital Improvement Project under an interagency agreement with General Services for removal of an unused fuel tank at the NE 21st and Pacific facility.

## BUREAU OF PURCHASES AND STORES (319)

General Fund (101)

Public Safety

### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PURCHASING</u></b>				
<i>Total Expenditures</i>	\$493,357	\$652,622	\$655,362	\$655,362
<i>General Fund Discretionary Expenditures</i>	493,357	592,830	592,373	592,373
<i>Authorized Full-Time Positions</i>	10.00	11.00	11.00	11.00
<i>Performance/Workload Measures:</i>				
% of Purchase Requisitions Less Than \$5,000				
Processed in Four Days	62	65	70	70
Process 80% of Purchase Requisitions				
over \$5,000 and less than informal				
limit processed in 15 days	91	80	80	80

This program provides centralized purchasing of materials, equipment, services, and construction services for all City bureaus, review and approval of bid specifications, and oversees all purchasing endeavors to ensure compliance with State statutes, and City Charter/Code requirements.

This program continues the service level currently provided.

<b><u>EQUAL EMPLOYMENT OPPORTUNITY</u></b>				
<i>Total Expenditures</i>	\$4,888	\$5,000	\$5,000	\$5,000
<i>General Fund Discretionary Expenditures</i>	4,888	5,000	5,000	5,000
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Number Renewal EEO Applications	2,464	3,000	3,000	3,000
Number of New Processed EEO	358	350	350	350
Applications				

Program ensures that contractors and vendors conducting business with the City in excess of \$2,500 annually provide certification of non-discrimination in hiring practices in accordance with City Code 3.100.034.

The funding level for 1990-91 supports the provision and processing of applications to prospective contractors and vendors, printing and mailing of certification notices, and certified contractor/vendor lists to bureaus and departments.

# BUREAU OF PURCHASES AND STORES (319)

General Fund (101)

Public Safety

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$436,973	\$410,209	\$501,275	\$511,163	\$511,163
5120 Part-Time Employees	12,624	15,099	0	0	0
5140 Overtime	0	0	204	200	200
5150 Premium Pay	515	191	867	900	900
5170 Benefits	146,104	158,079	195,431	207,897	207,897
<b>Total Personal Services</b>	<b>\$596,216</b>	<b>\$583,578</b>	<b>\$697,777</b>	<b>\$720,160</b>	<b>\$720,160</b>
5210 Professional Services	\$0	\$0	\$0	\$0	\$0
5220 Utilities	3,507	3,261	2,800	2,900	2,900
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	1,585	2,333	3,400	1,400	1,400
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	3,067	5,218	2,730	5,500	5,500
5310 Office Supplies	5,497	5,205	5,750	7,575	7,575
5320 Operating Supplies	575	598	400	400	400
5330 Repair & Maintenance Supplies	0	1,753	200	310	310
5340 Minor Equipment	175	40	350	350	350
5350 Clothing	445	251	515	520	520
5390 Other Commodities	11,452	12,281	16,587	15,900	15,900
5410 Education	1,548	2,843	1,350	1,600	1,600
5420 Local Travel	1,076	1,340	1,500	1,700	1,700
5430 Out-of-Town Travel	1,601	2,051	2,000	2,000	2,000
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	25	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	10,500	0	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$30,553</b>	<b>\$47,674</b>	<b>\$37,582</b>	<b>\$40,155</b>	<b>\$40,155</b>
5510 Fleet Services	\$3,808	\$3,645	\$4,226	\$4,354	\$4,354
5520 Printing/Distribution	32,860	28,894	36,553	40,570	40,570
5530 Facilities Services	41,647	41,900	42,363	61,509	61,509
5540 Communications	8,009	8,220	7,236	7,615	7,615
5550 Data Processing	16,183	21,872	62,278	76,499	76,499
5560 Insurance	9,338	16,096	42,832	25,386	25,386
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	3,120	3,140	6,412	0	0
5590 Other Fund Services	0	149	0	0	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$114,965</b>	<b>\$123,916</b>	<b>\$201,900</b>	<b>\$215,933</b>	<b>\$215,933</b>
<b>Total Materials &amp; Services</b>	<b>\$145,518</b>	<b>\$171,590</b>	<b>\$239,482</b>	<b>\$256,088</b>	<b>\$256,088</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	623	16,220	0	10,000	10,000
<b>Total Capital Outlay</b>	<b>\$623</b>	<b>\$16,220</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$10,000</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$742,357</b>	<b>\$771,388</b>	<b>\$937,259</b>	<b>\$986,248</b>	<b>\$986,248</b>

# BUREAU OF PURCHASES AND STORES (319)

General Fund (101)

Public Safety

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0424	Purchasing Manager	1	56,684	1	51,114	1	52,700	1	52,707	1	52,707
0422	Assistant Purchasing Manager	1	23,612	1	3,151	1	37,983	1	37,069	1	37,069
0421	Senior Buyer	2	61,104	2	67,232	3	100,967	3	102,585	3	102,585
0420	Buyer	2	46,551	2	54,403	2	56,235	2	57,657	2	57,657
0413	Stores Systems Manager	1	37,933	1	38,983	1	40,214	1	40,206	1	40,206
0410	Storekeeper I	5	107,045	4	102,953	4	107,075	5	133,850	5	133,850
0222	Secretarial Assistant	1	22,092	1	23,009	1	23,724	1	23,733	1	23,733
0220	Secretarial Clerk I	2	41,736	2	34,687	2	40,688	2	40,684	2	40,684
0114	Clerical Specialist	2	40,216	2	34,677	2	41,689	1	22,672	1	22,672
0411	Stores Supervisor I	0	0	0	0	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		17	436,973	16	410,209	17	501,275	17	511,163	17	511,163
LIMITED-TERM POSITIONS:											
TOTAL LIMITED-TERM		0	0	0	0	0	0	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		17	436,973	16	410,209	17	501,275	17	511,163	17	511,163

# SPECIAL APPROPRIATIONS (401)

General Fund (101)

Non-Departmental

## APPROPRIATION SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b><u>EXPENDITURES</u></b>					
Personal Services	\$0	\$0	\$10,073	\$0	\$0
External Materials and Services	2,903,500	2,903,500	5,579,996	7,525,699	7,191,798
Internal Materials and Services	1,002,258	1,074,172	991,828	212,440	224,567
Capital Outlay	0	22,633	4,500	150,000	150,000
Cash Transfers-Equipment	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$3,905,758</b>	<b>\$3,399,940</b>	<b>\$6,586,397</b>	<b>\$7,888,139</b>	<b>\$7,566,365</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
Cost Recovery/Operating Fund		\$0	\$0	\$0	\$0
General Discretionary		3,347,372	\$6,362,524	7,750,430	7,428,656
<b>Total Discretionary Resources</b>		<b>\$3,347,372</b>	<b>\$6,362,524</b>	<b>\$7,750,430</b>	<b>\$7,428,656</b>
<b><u>Non-Discretionary Resources</u></b>					
Grants and Donations		0	0	0	0
Contracts		0	0	0	0
Interagency Services		52,568	223,873	137,709	137,709
<b>TOTAL FUNDING</b>		<b>\$3,399,940</b>	<b>\$6,586,397</b>	<b>\$7,888,139</b>	<b>\$7,566,365</b>
<b><u>SPECIAL APPROPRIATIONS</u></b>					
Economic Improvement District (EID) Assessments		0	\$29,430	\$29,430	\$29,430
Oregon Convention Center LID Assessments		0	100,370	0	0
Vintage Trolley Assessments		0	5,917	5,917	5,917
Emergency Medical Services Administration		82,561	42,500	0	0
Tri-Met Payroll Tax		0	0	132,527	132,527
Unemployment Insurance		168,973	250,000	200,000	200,000
Compensation Adjustments		0	1,067,583	5,043,974	5,042,200
Business License Refunds		682,121	669,640	900,000	900,000
League of Oregon Cities		65,318	65,500	65,000	65,000
Public Facilities Study		0	0	100,000	100,000
US Conference of Mayors		6,980	7,678	7,678	7,678
National League of Cities		8,979	11,390	10,738	10,738
Metropolitan Service District Dues		214,103	219,000	219,000	219,000
Metropolitan Boundary Commission		41,981	42,941	43,218	43,218
Affirmative Action		0	0	100,000	100,000
Emergency Medical Services Dispatch		766,158	856,184	0	0
Management Council		1,022	5,000	5,000	5,000
PCA Payment		0	2,400,000	0	0
Pers Payment-Peci		84,955	84,955	0	0
Strategic Planning		384	199,575	0	0
Block by Block Weatherization		208,683	188,717	188,717	188,717
Integrated Business Information System Implementation		326,346	333,017	309,940	309,940
IBIS Equipment		0	0	150,000	150,000
Emergency Funds of Council		7,000	7,000	7,000	7,000
Regional Drug Initiative		0	0	30,000	30,000
Public Technology Inc. (PTI) Membership		0	0	20,000	20,000
Historical Appropriations		734,376	0	320,000	0
<b>TOTAL SPECIAL APPROPRIATIONS</b>		<b>\$3,399,940</b>	<b>\$6,586,397</b>	<b>\$7,888,139</b>	<b>\$7,566,365</b>

## SPECIAL APPROPRIATIONS

General Fund (101)

### APPROPRIATION SUMMARY

Responsible Organization Description	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
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#### Office of The City Auditor

##### Economic Improvement District (EID) Assessments

5490 Miscellaneous	0	0	29,430	29,430	29,430
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This special appropriation covers assessment liabilities of the General Fund associated with the Downtown Economic Improvement District (EID). This budget reflects a policy on the budgeting of assessments against General Fund properties. Under this policy, assessments for physical improvements which are directly associated with specific City properties, such as adjacent infrastructure improvements, will be budgeted in the related bureau programs, so that all appropriate costs are captured in bureau program budgets. Assessments for improvements of a more general nature, such as the EID or Convention Center, are budgeted as a General Fund special appropriation, or within the appropriate fund.

##### Oregon Convention Center LID Assessments

5490 Miscellaneous	0	0	100,370	0	0
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This special appropriation has covered the assessment liabilities of the General Fund for the Oregon Convention Center Local Improvement District. This was a one year assessment which the City paid in full in FY 1989-90.

##### Vintage Trolley Assessments

5490 Miscellaneous	0	0	5,917	5,917	5,917
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This special appropriation covers the assessment liabilities of the General Fund for the Vintage Trolley Local Improvement District which will install a Vintage Trolley line from Downtown to the Lloyd Center along the Max transit system.

#### Cable and Franchise Management

##### PCA Payment

5490 Miscellaneous	0	0	2,400,000	0	0
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This special appropriation was a one time payment to Portland Cable Access as a result of the Rogers Cable settlement. The City received \$4,717,041 of which \$1,863,541 was transferred to City reserve. The remaining \$2,400,000 was paid to Portland Cable Access in recognition of past concessions granted to Rogers Cable.

#### Commissioner of Public Safety

##### Emergency Medical Services Administration

5290 Miscellaneous Services	84,062	82,561	42,500	0	0
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This represents the City's contribution to the administrative costs of the local Emergency Medical Services administration program which is under the jurisdiction of Multnomah County. This appropriation has been abolished for FY 90-91.



# SPECIAL APPROPRIATIONS

General Fund (101)

## APPROPRIATION SUMMARY

Responsible Organization Description	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<i>Energy Office</i>					
<b><u>Block by Block Weatherization</u></b>					
5110 Full-Time Employees	\$0	\$0	\$7,299	\$0	\$0
5170 Benefits	0	0	2,774	0	0
5290 Miscellaneous Services	187,019	183,683	178,644	188,717	175,840
5310 Office Supplies	0	0	0	0	50
5390 Other Commodities - External	0	0	0	0	600
5490 Miscellaneous	0	0	0	0	100
5510 Fleet Services	0	0	0	0	200
5520 Printing/Distribution	0	0	0	0	200
5530 Facilities Services	0	0	0	0	500
5540 Communication Services	0	0	0	0	200
5580 Same Fund Services	25,000	25,000	0	0	11,027
TOTAL:	\$212,019	\$208,683	\$188,717	\$188,717	\$188,717

This appropriation represents a portion of the City's utility license fee receipts which is applied to the weatherization programs for low income citizens. These funds have been applied toward the Block by Block weatherization program for low income neighborhoods.

### *Office of Finance and Administration*

#### **Integrated Business Information System (IBIS) Implementation**

5210 Professional Services	\$0	\$16,142	\$19,011	\$77,500	\$77,500
5260 Miscellaneous Services	342	246	0	0	0
5310 Office Supplies	3,823	641	0	0	0
5430 Out-of-Town	17,264	29,915	15,000	10,000	10,000
5490 Miscellaneous	147	1,890	189,862	10,000	10,000
5520 Printing/Distribution	9,557	7,972	2,500	6,000	6,000
5540 Communications	7,066	1,432	0	0	0
5550 Data Processing	24,972	24,989	36,553	0	0
5570 Equipment Lease	117,470	178,654	0	63,499	63,499
5580 Same Fund Services	42,354	64,465	70,091	142,941	142,941
5590 Other Fund Services	4,855	0	0	0	0
TOTAL:	\$227,850	\$326,346	\$333,017	\$309,940	\$309,940

This covers costs of implementation of the City's new financial information system, Integrated Business Information System (IBIS). This project is budgeted as a special appropriation because it crosses departmental lines and is developmental as ongoing operating costs and is of limited duration. City-Wide implementation of IBIS is scheduled for July, 1990.

## SPECIAL APPROPRIATIONS

General Fund (101)

### APPROPRIATION SUMMARY

Responsible Organization Description	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
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#### IBIS Equipment

5640 Capital Equipment	0	0	0	150,000	150,000
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This special appropriation for the General Fund Bureaus is to purchase IBIS equipment which is necessary to connect to the system.

#### Unemployment Insurance

5490 Miscellaneous	212,239	168,973	250,000	200,000	200,000
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This special appropriation covers the costs of the City's General Fund unemployment insurance claims.

#### Compensation Adjustments

5210 Professional Services	\$0	\$0	\$0	\$0	\$140,169
5490 Miscellaneous	0	0	1,067,583	5,043,974	4,902,031

TOTAL:	\$0	\$0	\$1,067,583	\$5,043,974	\$5,042,200
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This appropriation contains amounts set aside to cover the potential impact of compensation adjustments anticipated to be required for FY 1990-91. In addition, this appropriation has a \$140,169 set aside for the development and implementation of a new classification system that is internally equitable and administratively efficient to implement.

#### Strategic Planning

5490 Miscellaneous	0	384	199,575	0	0
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This appropriation has covered costs associated with the City's effort to develop a strategic plan. For 1990-91 funding for this effort is included in the Office of Finance and Administration budget.

<u>Management Council</u>	3,024	1,022	5,000	5,000	5,000
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5490 Miscellaneous

This appropriation supports the special organizational development activities of the City's bureau managers.

#### Council Emergency Funds

5490 Miscellaneous	7,000	7,000	7,000	7,000	7,000
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This special appropriation contains funding for use by the Mayor and Commissioners in accordance with City Charter (2-105 (a) 14 & 2-108).

#### Pers Payment-Peci

5490 Miscellaneous	0	84,955	84,955	0	0
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This special appropriation was a one-time payment to the Public Employees Retirement System for employees of Portland Energy Conservation Incorporated.

## SPECIAL APPROPRIATIONS

### General Fund (101)

### APPROPRIATION SUMMARY

Responsible Organization Description	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
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#### Tri-Met Payroll Tax

5490 Miscellaneous	0	0	0	132,527	132,527
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The Oregon State Legislature passed legislation enabling Tri-Met to extend its 0.6% payroll tax to public agencies. This legislation specifies that the tax is to be phased in over a four year period. The cost to the General Fund in 1990-91 is \$132,527. Costs for General Fund Bureaus will escalate annually to an eventual total estimated amount of \$802,925 in FY 94-95.

#### Affirmative Action

5490 Miscellaneous	0	0	0	100,000	100,000
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This special appropriation sets aside additional funding for use in improving and enhancing the City's Affirmative Action efforts. The Affirmative Action Advisory Committee will review program needs and make recommendations for expenditures to the OF&A Director.

#### Public Facilities Plan

5490 Miscellaneous	0	0	0	100,000	100,000
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This special appropriation provides funding to develop Capital Facility Plans for the bureaus of Parks, Fire, General Services, and Police.

### *Bureau of Licenses*

#### Business License Refunds

5450 Interest	\$10,398	\$10,398	\$20,000	\$20,000	\$20,000
5460 Refunds	472,163	671,723	649,640	880,000	880,000
TOTAL:	\$482,561	\$682,121	\$669,640	\$900,000	\$900,000

This covers refunds of business license payments required when business owners overpay business license fees.

### *Office of the Mayor*

#### League of Oregon Cities

5290 Miscellaneous Services	61,950	65,318	65,500	65,000	65,000
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This covers the City's dues for the League of Oregon Cities.

#### US Conference of Mayors

5290 Miscellaneous Services	6,980	6,980	7,678	7,678	7,678
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This is the City's membership contribution to the US Conference of Mayors.

#### National League of Cities

5290 Miscellaneous Services	8,979	8,979	11,390	10,738	10,738
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This is the City's dues payment to the National League of Cities.

**SPECIAL APPROPRIATIONS**

General Fund (101)

**APPROPRIATION SUMMARY**

Responsible Organization Description	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
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**Metropolitan Service District Dues**

5290 Miscellaneous Services	203,062	214,103	219,000	219,000	219,000
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This is the City's annual dues payment to the Metropolitan Service District (METRO).

**Metropolitan Boundary Commission**

5290 Miscellaneous Services	39,816	41,981	42,941	43,218	43,218
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This is the City's annual dues payment for the Metropolitan Boundary Commission.

**Regional Drug Initiative**

5290 Miscellaneous Services	0	0	0	30,000	30,000
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This continues the City's share of support for the Regional Drug Initiative (RDI), which began mid-year in FY 1989-90. RDI is a multi-jurisdictional program designed to combat illegal drug activity.

**Public Technology Inc. (PTI) Membership**

5290 Miscellaneous Services	0	0	0	20,000	20,000
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This new special appropriation is the City's annual membership fee for the Public Technologies, Inc.

**Emergency Medical Services Dispatch**

5590 Other Fund Services	715,682	766,158	856,184	0	0
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This has covered the City's contribution to the multi-jurisdiction Emergency Medical Services Dispatch program operated by the Bureau of Emergency Communications. In FY 90-91, Emergency Medical Services Dispatch program is incorporated in the Fire Department budget.

**Historical Appropriations**

	1,640,534	734,376	0	320,000	0
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Historical Special Appropriations are those special appropriations which are no longer in use. They also include two amounts that were originally proposed as special appropriations for FY 90-91 Youth at Risk (\$150,000) and Operation Jumpstart Personnel costs (\$170,000). For the adopted budget they have been transferred to the appropriate bureau budgets.

<b>TOTAL SPECIAL APPROPRIATIONS</b>	<b>\$3,905,758</b>	<b>\$3,399,940</b>	<b>\$7,653,980</b>	<b>\$7,888,139</b>	<b>\$7,566,365</b>
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# SPECIAL APPROPRIATIONS (401)

General Fund (101)

Non-Departmental

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$7,299	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	2,774	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,073</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	456,099	\$429,758	\$124,586	\$77,500	\$217,669
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	0	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	849,228	765,235	2,977,153	739,351	571,474
5310 Office Supplies	3,823	0	1,250	0	50
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	0	0	600
5420 Local Travel	0	0	250	0	0
5430 Out-of-Town Travel	39,157	54,751	15,000	10,000	10,000
5440 External Rent	0	0	0	0	0
5450 Interest	410,398	0	20,000	20,000	20,000
5460 Refunds	472,163	682,121	649,640	880,000	880,000
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	672,632	371,270	1,792,117	5,798,848	5,492,005
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$2,903,500</b>	<b>\$2,303,135</b>	<b>\$5,579,996</b>	<b>\$7,525,699</b>	<b>\$7,191,798</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$200
5520 Printing/Distribution	9,557	7,972	22,500	6,000	6,200
5530 Facilities Services	0	0	0	0	500
5540 Communications	7,066	1,432	5,000	0	200
5550 Data Processing	24,972	24,989	36,553	0	0
5560 Insurance	14,202	20,641	1,500	0	0
5570 Equipment Lease	117,470	174,920	0	63,499	63,499
5580 Same Fund Services	67,354	64,465	70,091	142,941	153,968
5590 Other Fund Services	761,637	779,753	856,184	0	0
<b>Subtotal Service Reimbursements</b>	<b>\$1,002,258</b>	<b>\$1,074,172</b>	<b>\$991,828</b>	<b>\$212,440</b>	<b>\$224,567</b>
<b>Total Materials &amp; Services</b>	<b>\$3,905,758</b>	<b>\$3,377,307</b>	<b>\$6,571,824</b>	<b>\$7,738,139</b>	<b>\$7,416,365</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	18,258	0	0	0
5640 Equipment	0	4,375	4,500	150,000	150,000
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$22,633</b>	<b>\$4,500</b>	<b>\$150,000</b>	<b>\$150,000</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$3,905,758</b>	<b>\$3,399,940</b>	<b>\$6,586,397</b>	<b>\$7,888,139</b>	<b>\$7,566,365</b>

## **Operating Funds**

These funds support agencies which do not receive General Fund support. Exceptions include the Transportation and Buildings Funds which currently receive a cash transfer from the General Fund. They are often referred to as enterprise funds because they operate based on revenue received from the services they provide. The Transportation-related agencies' primary sources of revenue are franchise fees charged to public utilities and the State Gas Tax. The user rates support Bureaus of Water and Environmental Services.



**ASSESSMENT COLLECTION FUND (114)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$16,103	\$19,743	\$20,000	\$19,200	\$19,200
<i>Interest Income-Other</i>	8,219	23,748	26,000	25,000	25,000
<i>Other Misc. Revenue</i>	0	0	5,000	5,000	5,000
<i>Total Revenue</i>	24,322	43,491	51,000	49,200	49,200
<i>Beginning Fund Balance</i>	507,513	495,000	480,000	480,500	480,500
<b><u>TOTAL RESOURCES</u></b>	<b>\$531,835</b>	<b>\$538,491</b>	<b>\$531,000</b>	<b>\$529,700</b>	<b>\$529,700</b>

**REQUIREMENTS**

<i>Bureau Requirements</i>					
<i>Personal Services</i>	0	0	0	0	0
<i>External Materials &amp; Services</i>	1,977	1,624	3,000	3,000	3,000
<i>Internal Materials &amp; Services</i>					
<i>General Fund</i>	40,972	65,365	41,748	44,009	44,009
<i>Printing/Distribution Svcs</i>	1,025	1,294	0	0	0
<i>Fleet Operating</i>	0	0	2,800	2,691	2,691
	41,997	66,659	44,548	46,700	46,700
<i>Capital Outlay</i>	5,050	5,435	0	0	0
<i>Total Bureau Requirements</i>	49,024	73,718	47,548	49,700	49,700
<i>General Operating Contingency</i>	482,713	461,581	480,005	473,990	473,990
<i>Transfer to Other Fund-Cash</i>					
<i>General Overhead</i>	98	3,192	3,447	6,010	6,010
<i>Unappropriated Ending Balance</i>	0	0	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$531,835</b>	<b>\$538,491</b>	<b>\$531,000</b>	<b>\$529,700</b>	<b>\$529,700</b>

**EXPENDITURES - AU 250**

<i>External Materials and Services</i>					
310 <i>Office Supplies</i>	1,977	1,624	3,000	3,000	3,000
<i>Internal Materials and Services</i>					
5510 <i>Fleet Services</i>	0	0	2,800	2,691	2,691
5520 <i>Printing/Distribution</i>	1,025	1,294	0	0	0
5590 <i>Other Fund Services</i>	40,972	65,365	41,748	44,009	44,009
	41,997	66,659	44,548	46,700	46,700
<i>Capital Outlay</i>					
640 <i>Equipment</i>	5,050	5,435	0	0	0
<b><u>TOTAL APPROPRIATION</u></b>	<b>49,024</b>	<b>73,718</b>	<b>47,548</b>	<b>49,700</b>	<b>49,700</b>

This fund acquires property subject to foreclosure because of delinquent liens. The fund purchases liens receivable which then become a City asset subject to management and disposition in accordance with applicable rules and regulations.



**AUTOPORT OPERATING FUND (158)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges/Fees</i>					
<i>Parking Fees</i>	\$603,365	\$713,938	\$750,518	\$765,958	\$765,958
<i>Rents &amp; Reimbursements</i>	132,568	96,920	89,595	82,000	82,000
	735,933	810,858	840,113	847,958	847,958
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	45,948	36,617	23,000	16,102	16,102
<i>Other Misc. Revenues</i>	11,988	8,822	12,000	8,900	8,900
	57,936	45,439	35,000	25,002	25,002
<b>Total Revenue</b>	<b>793,869</b>	<b>856,297</b>	<b>875,113</b>	<b>872,960</b>	<b>872,960</b>
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>General</i>	13,653	14,008	15,300	25,575	25,575
<i>Portland Building Operating</i>	4,680	4,680	7,200	7,200	7,200
<i>Fire and Police Disability</i>	0	16	0	0	0
	18,333	18,704	22,500	32,775	32,775
<i>Transfers from Other Funds – Cash</i>					
<i>General</i>	0	0	0	75,000	75,000
<i>Park Facil Bond Redemption</i>	8,659	0	0	0	0
	8,659	0	0	75,000	75,000
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	0	27,367
<i>Unencumbered</i>	860,043	356,708	49,672	120,050	120,050
<b>Total Beginning Fund Balance</b>	<b>860,043</b>	<b>356,708</b>	<b>49,672</b>	<b>120,050</b>	<b>147,417</b>
<b>TOTAL RESOURCES</b>	<b>\$1,680,904</b>	<b>\$1,231,709</b>	<b>\$947,285</b>	<b>\$1,100,785</b>	<b>\$1,128,152</b>

**REQUIREMENTS**

<i>Bureau Requirements</i>					
<i>External Materials &amp; Svcs</i>	\$235,568	\$286,378	\$302,484	\$361,831	\$361,831
<i>Internal Materials &amp; Svcs</i>					
<i>General</i>	52,498	94,251	188,476	35,033	35,033
<i>Transportation Operating</i>	104,373	109,682	116,422	128,719	128,719
<i>Communications Svcs Operating</i>	904	950	1,001	1,129	1,129
<i>Ins./Claims Operating</i>	18,185	13,204	3,121	3,905	3,905
<i>Facilities Services</i>	0	0	0	174,675	174,675
	175,960	218,087	309,020	343,461	343,461
<i>Capital Outlay</i>	0	88,000	0	0	27,367
<b>Total Bureau Requirements</b>	<b>411,528</b>	<b>592,465</b>	<b>611,504</b>	<b>705,292</b>	<b>732,659</b>

# **AUTOPORT OPERATING FUND (158)**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	209,767	257,076	257,076
<i>Encumbrance Carryover</i>	0	0	0	0	0
	0	0	209,767	257,076	257,076
<i>Transfers to Other Funds – Cash</i>					
<i>General Fund – Overhead</i>	9,795	9,431	4,452	12,600	12,600
<i>General Fund Tax Offset</i>	77,873	80,141	31,562	37,062	37,062
<i>Transportation Operating</i>	825,000	500,000	90,000	88,755	88,755
	912,668	589,572	126,014	138,417	138,417
<i>Unappropriated Ending Balance</i>	356,708	49,672	0	0	0
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$1,680,904</b>	<b>\$1,231,709</b>	<b>\$947,285</b>	<b>\$1,100,785</b>	<b>\$1,128,152</b>

**PORTLAND AUTOPORT (709)**

Autoport Operating Fund (158)

Public Utilities

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	\$235,569	\$286,378	\$302,484	\$361,831	\$361,831
<i>Internal Materials and Services</i>	175,959	218,087	309,020	343,461	343,461
<i>Capital Outlay</i>	0	88,000	0	0	27,367
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$411,528</b>	<b>\$592,465</b>	<b>\$611,504</b>	<b>\$705,292</b>	<b>\$732,659</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$573,777	\$589,004	\$672,517	\$699,884
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$573,777</b>	<b>\$589,004</b>	<b>\$672,517</b>	<b>\$699,884</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		18,688	22,500	32,775	32,775
<b><i>TOTAL FUNDING</i></b>		<b>\$592,465</b>	<b>\$611,504</b>	<b>\$705,292</b>	<b>\$732,659</b>
<b><u>PROGRAMS</u></b>					
<i>Parking Operations</i>		\$565,608	\$511,622	\$658,480	\$684,880
<i>Commercial Space</i>		26,857	99,882	46,812	47,779
<b><i>TOTAL PROGRAM</i></b>		<b>\$592,465</b>	<b>\$611,504</b>	<b>\$705,292</b>	<b>\$732,659</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Portland Autoport garage provides short and long-term parking for both the public and over 260 City-owned vehicles based downtown. Revenues are derived from parking and carpool fees, estimated to bring in nearly \$775,000 in 1990-91. The Bureau of General Services manages the parking garage system, but contracts with the Association for Portland Progress (APP) for operational management of the garages. The City also manages and leases out commercial space, with estimated 1990-91 gross revenues of \$82,000.

The 1990-91 operating budget for the Autoport is \$732,659, an increase of 19.8% over the 1989-90 revised budget of \$611,504. Major increases over the 1989-90 revised budget include: additional capital improvements projects for garage security and lighting (\$68,000); additional charges from Transportation for increases in the Parking Manager and Central Business District programs (\$12,000); an increase in the payment to the APP for the Autoport's proportional share of the promotional expenses for the six City-owned garages (\$48,000); and the encumbrance of two capital improvement projects from prior years (\$27,000). Savings in operations and maintenance services provided by Facilities Services (\$45,000) offsets a portion of the increases.

**PERFORMANCE OBJECTIVES**

The Bureau of General Services submitted no performance objectives for the Autoport Fund.

**PORTLAND AUTOPORT (709)**

Autoport Operating Fund (158)

Public Utilities

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PARKING OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$565,608	\$511,622	\$658,480	\$684,880
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Number of Vehicles Parked per Day	458	400	475	475
Percentage of Short-Term Parking	31%	53%	60%	60%

This program is responsible for providing short and long-term parking to promote downtown economic development while generating income to operate and manage a professional parking operation. Gross revenue from parking fees is anticipated to be \$766,000 in FY 1990-91.

Primary management services and policy direction are provided by General Services, which contracts with the Association of Portland Progress to provide operations, security, janitorial, and promotional services. General Services maintains the mechanical equipment of the facility.

**COMMERCIAL SPACE**

<i>Total Expenditures</i>	\$26,857	\$99,882	\$46,812	\$47,779
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Occupancy Rate	100%	100%	100%	100%
Leases Negotiated	1	2	2	2

This program is responsible for provision of management services for the Auto Port garage commercial space. The Bureau of General Services, through an inter-agency agreement, provides such services to lease the maximum amount of commercial space at rates competitive with other downtown space. The space is currently 100% occupied.

**PORTLAND AUTOPORT (709)**

Autoport Operating Fund (158)

Public Utilities

**LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	\$156,640	\$177,523	\$175,201	\$223,498	\$223,498
5220 Utilities	74,354	66,921	81,000	84,240	84,240
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	3,451	334	0	2,750	2,750
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	148	13,265	15,853	4,500	4,500
5310 Office Supplies	0	0	0	0	0
5320 Operating Supplies	0	300	500	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	976	1,710	1,000	500	500
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	26,325	28,930	46,343	46,343
<b>Subtotal External Materials &amp; Services</b>	<b>\$235,569</b>	<b>\$286,378</b>	<b>\$302,484</b>	<b>\$361,831</b>	<b>\$361,831</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	0	0	0	0	0
5530 Facilities Services	0	0	0	0	174,675
5540 Communications	904	950	1,001	1,129	1,129
5550 Data Processing	0	0	0	0	0
5560 Insurance	18,185	13,204	3,121	3,905	3,905
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	156,870	203,933	304,898	338,427	163,752
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$175,959</b>	<b>\$218,087</b>	<b>\$309,020</b>	<b>\$343,461</b>	<b>\$343,461</b>
<b>Total Materials &amp; Services</b>	<b>\$411,528</b>	<b>\$504,465</b>	<b>\$611,504</b>	<b>\$705,292</b>	<b>\$705,292</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	11,813
5640 Equipment	0	88,000	0	0	15,554
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$88,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$27,367</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$411,528</b>	<b>\$592,465</b>	<b>\$611,504</b>	<b>\$705,292</b>	<b>\$732,659</b>

**BUILDINGS OPERATING FUND (116)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
Licenses and Permits					
Construction Permits	\$0	\$6,481,586	\$5,556,987	\$6,223,500	\$6,223,500
Other Permits	0	187,340	809,551	377,548	377,548
	0	6,668,926	6,366,538	6,601,048	6,601,048
Service Charges and Fees					
Inspection Fees	0	140,837	114,250	185,000	185,000
Miscellaneous Fees & Charges	0	117,280	131,483	155,552	155,552
	0	258,117	245,733	340,552	340,552
Local Government Sources					
Multnomah County Cost Share	0	89,226	88,000	92,100	92,100
Miscellaneous Revenues					
Collection of Open Liens	0	120,409	110,000	101,300	101,300
Interest on Investments	0	0	0	185,000	185,000
Other Miscellaneous Revenues	0	59,910	61,000	22,600	22,600
	0	180,319	171,000	308,900	308,900
<b>Total Revenue</b>	<b>0</b>	<b>7,196,588</b>	<b>6,871,271</b>	<b>7,342,600</b>	<b>7,342,600</b>
<i>Transfers from Other Funds – Cash</i>					
General – Operating	0	326,232	217,488	0	0
General – Overhead Offset	0	920,575	269,760	0	0
General – Neighborhood Quality	0	940,816	1,159,288	1,200,374	1,200,374
Housing/Comm Dev-Indirect	0	0	0	50,194	50,194
	0	2,187,623	1,646,536	1,250,568	1,250,568
<i>Transfers from Other Funds – Svc. Reimb.</i>					
General	0	68	1,000	1,000	1,000
Housing/Comm Development	0	127,250	282,959	297,709	297,709
Sewer Operating	0	33,784	37,228	93,820	93,820
	0	161,102	321,187	392,529	392,529
<i>Beginning Fund Balance</i>					
Unencumbered	0	0	1,765,539	2,139,574	2,139,574
Encumbered	0	0	0	152,000	439,880
	0	0	1,765,539	2,291,574	2,579,454
<b>TOTAL RESOURCES</b>	<b>\$0</b>	<b>\$9,545,313</b>	<b>\$10,604,533</b>	<b>\$11,277,271</b>	<b>\$11,565,151</b>

**BUILDINGS OPERATING FUND (116)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS</u></b>					
<b><u>Bureau Requirements</u></b>					
Personal Services	0	5,486,662	6,098,449	6,819,184	6,819,184
External Materials & Services	0	342,775	743,282	733,385	813,171
<b><u>Internal Materials &amp; Services</u></b>					
General Fund	0	172,450	177,019	67,177	67,177
Printing & Distribution Services	0	161,055	172,907	181,036	181,036
Communication Services	0	101,235	98,246	96,104	96,104
Facilities Services	0	269,955	273,085	278,520	278,520
Fleet Services	0	163,719	179,641	288,430	288,430
Insurance and Claims	0	9,007	20,858	73,175	73,175
Workers Compensation	0	149,619	166,707	139,191	139,191
	0	1,027,040	1,088,463	1,123,633	1,123,633
Capital Outlay	0	28,114	95,600	53,050	413,144
<b><u>Cash Transfers--New Equipment</u></b>					
Fleet Services	0	0	18,600	40,000	40,000
<b>Total Bureau Requirements</b>	<b>0</b>	<b>6,884,591</b>	<b>8,044,394</b>	<b>8,769,252</b>	<b>9,209,132</b>
<b><u>Contingency</u></b>					
General Operating Contingency	0	0	1,973,421	1,866,621	1,866,621
Encumbrance Carryover	0	0	0	152,000	0
	0	0	1,973,421	2,018,621	1,866,621
<b><u>Cash Transfers to Other Funds</u></b>					
General - Overhead	0	920,575	562,376	489,398	489,398
<b>Unappropriated Ending Balance</b>	<b>0</b>	<b>1,740,147</b>	<b>24,342</b>	<b>0</b>	<b>0</b>
<b>TOTAL REQUIREMENTS</b>	<b>\$0</b>	<b>\$9,545,313</b>	<b>\$10,604,533</b>	<b>\$11,277,271</b>	<b>\$11,565,151</b>

The Buildings Operating Fund is used to track revenues and expenses related to Buildings activities and to dedicate any unused balances from one year to future years' Buildings programs. Established in July 1988, the fund allows the development of reserves during years when the local construction economy is strong, to serve as a cushion against the inevitable downturns. At the time it was established, a three-year transition was expected, with a gradual withdrawal of General Fund support for the Buildings construction programs and a gradual increase in the level of fees charged to builders for construction permits. During this transition time, the Buildings Fund was to build up an agreed-upon minimum reserve level that amounted to approximately 13.25% of the annual operating budget (or \$1,243,971 for the coming year). However, since the local development market was much stronger over the past two years than anyone foresaw, the fund has in fact become self-supporting in two years instead of three. As a result, the Adopted 1990-91 Budget foregoes the 5-6% fee increase that had been planned for July 1990 and foregoes the final year's subsidy that had been planned from the General Fund. Even without these revenues (approximately \$347,000 and \$271,000, respectively), the Fund is expected to end the fiscal year 1990-91 with a balance of \$1,866,621, which is about \$623,000 above the minimum reserve level. The self-supporting status for the Fund's construction programs does not reduce the General Fund transfer for the Neighborhood Quality program, which is expected to be entirely supported by the General Fund, HCD Fund, or its own cost recovery revenues on an ongoing basis.

**BUREAU OF BUILDINGS (520)**

Buildings Operating Fund (116)

Public Safety

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$5,486,662	\$6,098,449	\$6,819,184	\$6,819,184
<i>External Materials and Services</i>	0	342,775	743,282	733,385	813,171
<i>Internal Materials and Services</i>	0	1,027,040	1,088,463	1,123,633	1,123,633
<i>Capital Outlay</i>	0	28,114	95,600	53,050	413,144
<i>Cash Transfers-Equipment</i>	0	0	18,600	40,000	40,000
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$6,884,591</b>	<b>\$8,044,394</b>	<b>\$8,769,252</b>	<b>\$9,209,132</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	128	132	141	141
<i>Discretionary</i>		15.5	17.4	22.0	22.0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$5,823,647	\$6,389,879	\$6,771,213	\$7,211,093
<i>General Discretionary</i>		810,617	1,247,369	1,513,410	1,513,410
<b>Total Discretionary Resources</b>		<b>\$6,634,264</b>	<b>\$7,637,248</b>	<b>\$8,284,623</b>	<b>\$8,724,503</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		89,226	88,000	92,100	92,100
<i>Interagency Services</i>		161,101	319,146	392,529	392,529
<b>TOTAL FUNDING</b>		<b>\$6,884,591</b>	<b>\$8,044,394</b>	<b>\$8,769,252</b>	<b>\$9,209,132</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$1,694,512	\$1,388,068	\$1,178,706	\$1,490,853
<i>Code Compliance</i>		266,910	280,248	354,709	354,709
<i>Commercial Inspections</i>		2,560,836	3,005,657	3,505,242	3,505,242
<i>One &amp; Two Family Dwelling Inspections</i>		34,537	67,508	130,417	130,417
<i>Plan Review/Permits</i>		1,380,062	1,774,626	1,789,059	1,842,006
<i>Neighborhood Quality</i>		947,734	1,528,287	1,811,119	1,885,905
<b>TOTAL PROGRAM</b>		<b>\$6,884,591</b>	<b>\$8,044,394</b>	<b>\$8,769,252</b>	<b>\$9,209,132</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Buildings is responsible for enforcement of the Uniform Building Code and the related electrical, plumbing, and mechanical codes, through the issuance of building permits and the inspection of all permitted construction. The Neighborhood Quality program provides for the abatement of nuisances, substandard housing, and dangerous structures, removal of abandoned vehicles, and noise control.

The total 1990-91 Adopted Budget for the Bureau of Buildings is \$9,209,132, which is about \$1.2 million more than the FY 1989-90 budget, with the number of authorized full-time positions increasing from 132 to 141. Four of the new positions were approved by the Council mid-year during FY 1989-90; these are associated with the self-supporting derelict buildings registration and receivership programs, which the Bureau will be continuing to implement in 1990-91. The General Fund transfer for the Neighborhood Quality program is planned to increase from \$1,159,288 in 1989-90 to \$1,200,374 in 1990-91; this provides for the continuation for one more year of the targeted code enforcement called for



## **BUREAU OF BUILDINGS (520)**

Buildings Operating Fund (116)

Public Safety

### ***APPROPRIATION SUMMARY***

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in the Northeast Rescue Plan, as well as the beginning of similar efforts in certain neighborhoods in the Southeast. This targeted code enforcement allows the Bureau to retain one Housing Inspector position authorized mid-year in 1989-90 and add one more.

Three of the new positions budgeted for 1990-91 are on the construction side of the Bureau. They include an Engineering Associate to augment the Special Inspections Section, which is responsible for monitoring the special inspectors hired by contractors to inspect the more sophisticated construction techniques such as structural steel and prestressed concrete. An additional Field Representative is included in the Code Compliance program to increase the number of zoning inspections from this year's 9,600 to 12,000 next year. The cost of the position will be covered by increased zoning inspection fees. Finally, a new Engineering Associate is planned to be funded by the Bureau of Environmental Services to ensure that erosion control measures are in place on construction sites in the Tualatin River Basin. In addition to these new positions, the 1990-91 budget includes additional part-time personal services dollars for an affirmative action internship program to bring female and minority students to work during the summer. During 1990-91, the Bureau will continue to implement its new automated permit system, and it will likewise continue to implement its "combination inspector" program for one- and two-family dwellings.

### **BUREAU PERFORMANCE OBJECTIVES**

1. Protect lives and property by appropriate enforcement of construction codes in the construction and reconstruction of buildings.
  - a. Ensure overtime and part-time personnel funding in order to meet peak workload demands.
  - b. Implement and evaluate the initial Combination Inspection Pilot Program.
  - c. Develop common procedures for plumbing, mechanical, and electrical plan review and coordinate them with the structural plan review.
  - d. Analyze the fleet needs of the bureau and examine options for leasing as requested by the Buildings BAC.
  - e. Document the procedures for Industrial Plant electrical inspections.
  - f. Develop a training program for A-level structural/mechanical inspection.
2. Encourage the maintenance and stability of neighborhoods through the enforcement of zoning and noise codes.
  - a. Develop and implement a land use/site review permit.
  - b. Evaluate and implement the recommendations of the Code Enforcement Task Force.
3. Preserve the housing stock of the City of Portland by enforcing the housing and nuisance codes.
  - a. Evaluate the first six months of operation of the Derelict Building Registration program.
  - b. Evaluate the existing housing, nuisance and dangerous buildings codes in an effort to develop more effective enforcement methods.
4. Improve service delivery through an on-going program of staff involvement and training.
  - a. Involve all bureau staff in a program to develop standards for enforcement and standards of customer service.
  - b. Develop a two-way communication method to aid bureau planning and personnel development.
  - c. Modify the annual bureau training plan to reflect staff training needs that are supportive of bureau goals and objectives, including new employee training.

## **BUREAU OF BUILDINGS (520)**

**Buildings Operating Fund (116)**

**Public Safety**

### ***APPROPRIATION SUMMARY***

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5. Develop a long-term agenda for industry involvement in bureau operations and for dissemination of public information.
  - a. Have periodic meetings with design associations, contractor trade associations and other industry groups.
  - b. Form industry committees, where appropriate, to assist the bureau in addressing specific problems identified during industry meetings.
  - c. Request industry review of all bureau proposed code changes.
  - d. Include industry representatives in personnel recruitment and selection.
  - e. Develop brief, written handouts on current building issues and common problem areas.
  - f. Periodically survey industry representatives to determine level of satisfaction with bureau services.
  - g. Look into ways the bureau can use different media forms to disseminate information, e.g., television, radio, trade publications, etc.
6. Provide for the stability of the Buildings Fund by ensuring that necessary operating procedures are in place and functioning.
7. Implement the bureau-wide computer system and adjust internal operating procedures as necessary.
8. Increase bureau hiring and promotion of women and minorities.
  - a. Increase the number of women and minorities in the applicant pool for bureau positions.
  - b. Continue and expand summer internship possibilities within the bureau.
  - c. Explore the possibility of creating new entry-level positions as a means of allowing more on-the-job training.
  - d. Survey all current and female minority bureau employees and determine their interest in developing individual career development plans.

**BUREAU OF BUILDINGS (520)**

Buildings Operating Fund (116)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$1,694,512	\$1,388,068	\$1,178,706	\$1,490,853
<i>Authorized Full-Time Positions</i>	5,823,647	6,389,879	6,771,213	7,136,307
<i>Performance/Workload Measures:</i>	15.50	14.10	12.80	12.80
Preparation of Annual Training Plan	1	1	1	1
Prepare Budget	1	1	1	1
Hold Goal-Setting Session with Managers & Supervisors	*	1	1	1
Develop Affirmative Action Internship Program	*	*	1	1
Distribute & Analyze Questionnaire for Minority/Female Employees on their Career Goals	*	*	1	1

This program contains the general management staff and clerical support personnel for the Bureau. In 1989-90, additional part-time personal services funds are budgeted for an affirmative action internship program, and a voice mail system is included in order to more efficiently manage the 250-400 phone calls the Bureau receives per day requesting inspections.

**CODE COMPLIANCE**

<i>Total Expenditures</i>	\$266,910	\$280,248	\$354,709	\$354,709
<i>Authorized Full-Time Positions</i>	6.50	6.20	7.20	7.20
<i>Performance/Workload Measures:</i>				
Enforcement Cases Taken to Hearings Officer	765	800	800	800
Violations Investigated	9,800	9,600	12,000	12,000
Home Occupation Permits	*	1,300	1,300	1,300

This program processes code violations for the Code Hearings Officer, administers zoning compliance, coordinates zoning and building code violations in the unincorporated County, and conducts inspections and provides reports to Multnomah County for prosecution. The Adopted Budget includes an additional Field Representative to perform zoning inspections. Currently there are 2 Field Inspectors who carry out zoning inspections, with about 800-850 active complaints. The new position will make it possible for this program to perform about 12,000 zoning violation investigations per year instead of the current 9,600. The Bureau expects the cost of this position to be covered by the increased revenues from zoning inspection fees.

**BUREAU OF BUILDINGS (520)**

Buildings Operating Fund (116)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>COMMERCIAL INSPECTIONS</u></b>				
<i>Total Expenditures</i>	\$2,560,836	\$3,005,657	\$3,505,242	\$3,505,242
<i>Authorized Full-Time Positions</i>	54.80	57.80	60.00	60.00
<i>Performance/Workload Measures:</i>				
Inspections	107,000	120,000	127,100	127,100
Permits Finaled	28,831	32,000	34,000	34,000
Complaints to Hearings Officer	1,061	1,100	1,100	1,100
Avg Daily Inspections	480	500	540	540
Avg Daily Corrections	169	180	200	200
Avg Daily Correspondence	50	50	100	100

This program enforces the Oregon structural, fire, and life safety codes, as well as the State specialty codes (plumbing, electrical and mechanical), by performing on-site inspections of new construction or significant remodeling. It provides these services both within the City of Portland and within unincorporated Multnomah County. The 1990-91 Adopted Budget includes additional overtime to cope with the heavy demand for services expected during FY 1990-91, as well as a new position in Special Inspections to help oversee the special inspectors hired by contractors to inspect sophisticated construction techniques such as structural steel, structural masonry, and prestressed concrete.

**ONE & TWO FAMILY DWELLING INSPECTIONS**

<i>Total Expenditures</i>	\$34,537	\$67,508	\$130,417	\$130,417
<i>Authorized Full-Time Positions</i>	0.20	1.00	2.50	2.50
<i>Performance/Workload Measures:</i>				
Combination Inspections Using New Code	*	*	5,000	5,000
Corrections Cited	*	*	8,000	8,000

The One- and Two-Family Dwelling Code has replaced the State's specialty codes for new construction and remodeling of one- and two-family houses. The Bureau plans to implement this program in Spring of 1990. "Combination" inspectors will be used to make inspections in place of "A" level specialty inspectors (electrical, mechanical, plumbing, and structural). The Adopted Budget continues the demonstration program to test the feasibility of using cross-trained combination inspectors to inspect the construction of new homes and remodeling carried out under the State's new One- and Two-Family Dwelling Code. Five existing cross-trained staff will be assigned to the Residential Inspections Division to carry out the demonstration beginning in Spring of 1990. Evaluation of the demonstration is scheduled for June 1991. The figures included in the 1990-91 Adopted Budget for this program reflect only supervisory staff. When the program is implemented, the Bureau plans to transfer staff and funds from the Commercial Inspections program.

**BUREAU OF BUILDINGS (520)**

Buildings Operating Fund (116)

Public Safety

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PLAN REVIEW/PERMITS</u></b>				
<i>Total Expenditures</i>	\$1,380,062	\$1,774,626	\$1,789,059	\$1,842,006
<i>Authorized Full-Time Positions</i>	34.00	34.00	34.00	34.00
<i>Performance/Workload Measures:</i>				
Commercial Building Permits	3,450	3,600	4,000	4,000
Residential Building Permits	2,630	2,850	2,700	2,700
Electrical Permits	11,720	9,710	12,000	12,000
Mechanical Permits	5,446	5,276	6,000	6,000
Sign Permits	6,845	7,130	6,800	6,800
Plumbing Permits	1,254	1,300	1,300	1,300

The basic service of the permit center is to process construction permit applications and review them for compliance with City and State codes. Permits issued include residential, commercial, mechanical, electrical, sign and plumbing. Sewer connection permits are also provided under interagency agreement with the Bureau of Environmental Services. The Adopted 1990-91 Budget provides for this program to continue at its current service level, with extra overtime funds included in order to cover peak workload periods.

**NEIGHBORHOOD QUALITY**

<i>Total Expenditures</i>	\$947,734	\$1,528,287	\$1,811,119	\$1,885,905
<i>General Fund Discretionary Expenditures</i>	810,617	1,247,369	1,513,410	1,588,196
<i>Authorized Full-Time Positions</i>	17.00	18.90	24.50	24.50
<i>Performance/Workload Measures:</i>				
Housing Inspections	9,885	9,000	10,850	10,850
Nuisance Inspections	19,810	18,950	22,000	22,000
Dangerous Bldg Inspections	1,898	1,900	3,000	3,000
No. Units Upgraded	973	355	485	485
No. Demolitions	80	90	98	98
No. Derelict Bldgs Registered	*	600	1,500	1,500
No. Nuisance Work Orders Issued	612	723	771	771
Abandoned Auto Investigations	28,684	25,300	28,800	28,800
Noise Violation Field Inspections	369	600	600	600
Noise Variances Received/Processed	85	90	90	90

This program enforces the City's codes for nuisance abatement, abandoned autos, substandard housing, dangerous buildings, and noise. It is funded entirely by the General Fund, an interagency agreement with the HCD Fund, and its own cost recovery revenue separate from the construction permit revenues. In 1990-91, this program continues the self-supporting derelict buildings registration and receivership program begun midway through 1989-90. With an additional \$148,773 from the General Fund in 1990-91, the Bureau will also continue for another year the targeted code enforcement in Northeast Portland called for in the Northeast Rescue Plan, as well as beginning similar efforts in selected neighborhoods in the Southeast.

**BUREAU OF BUILDINGS (520)****Buildings Operating Fund (116)****Public Safety****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$3,933,377	\$4,332,485	\$4,745,461	\$4,745,461
5120 Part-Time Employees	0	73,042	61,926	98,427	98,427
5140 Overtime	0	27,094	15,535	73,000	73,000
5150 Premium Pay	0	7,235	4,998	6,988	6,988
5170 Benefits	0	1,445,914	1,683,505	1,895,308	1,895,308
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$5,486,662</b>	<b>\$6,098,449</b>	<b>\$6,819,184</b>	<b>\$6,819,184</b>
5210 Professional Services	\$0	\$2,723	\$34,800	\$30,000	\$35,000
5220 Utilities	0	161	0	0	0
5230 Equipment Rental	0	0	24,600	0	0
5240 Repair & Maintenance	0	7,918	18,075	23,056	23,056
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	250,067	543,300	540,812	615,598
5310 Office Supplies	0	11,605	13,372	15,604	15,604
5320 Operating Supplies	0	19,208	7,147	6,880	6,880
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	261	1,174	11,634	11,634
5350 Clothing	0	3,493	4,615	5,040	5,040
5390 Other Commodities	0	0	0	0	0
5410 Education	0	18,753	14,778	22,230	22,230
5420 Local Travel	0	1,455	1,762	2,507	2,507
5430 Out-of-Town Travel	0	5,941	11,670	12,075	12,075
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	16,480	15,000	36,000	36,000
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	4,710	52,989	27,547	27,547
<b>Subtotal External Materials &amp; Services</b>	<b>\$0</b>	<b>\$342,775</b>	<b>\$743,282</b>	<b>\$733,385</b>	<b>\$813,171</b>
5510 Fleet Services	\$0	\$163,719	\$179,641	\$288,430	\$288,430
5520 Printing/Distribution	0	161,055	172,907	181,036	181,036
5530 Facilities Services	0	269,955	273,085	278,520	278,520
5540 Communications	0	101,235	98,246	96,104	96,104
5550 Data Processing	0	170,827	176,239	50,834	50,834
5560 Insurance	0	158,626	187,565	212,366	212,366
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	0	1,623	780	16,343	16,343
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$0</b>	<b>\$1,027,040</b>	<b>\$1,088,463</b>	<b>\$1,123,633</b>	<b>\$1,123,633</b>
<b>Total Materials &amp; Services</b>	<b>\$0</b>	<b>\$1,369,815</b>	<b>\$1,831,745</b>	<b>\$1,857,018</b>	<b>\$1,936,804</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	47,947
5640 Equipment	0	28,114	95,600	53,050	365,197
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$28,114</b>	<b>\$95,600</b>	<b>\$53,050</b>	<b>\$413,144</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$18,600	\$40,000	\$40,000
<b>Total Appropriation</b>	<b>\$0</b>	<b>\$6,884,591</b>	<b>\$8,044,394</b>	<b>\$8,769,252</b>	<b>\$9,209,132</b>



# BUREAU OF BUILDINGS (520)

Buildings Operating Fund (116)

Public Safety

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
2144	Building Director	0	0	1	58,223	1	59,883	1	62,428	1	62,428
3232	Planner A-2	0	0	0	0	0	0	1	31,306	1	31,306
3223	Chief Building Plans Examiner	0	0	2	80,188	2	82,492	1	42,999	1	42,999
3222	Permit Center Supervisor	0	0	1	41,170	1	42,411	1	44,213	1	44,213
3221	Building Plans Examiner II	0	0	7	219,019	7	250,161	8	298,024	8	298,024
3220	Building Plans Examiner I	0	0	2	55,530	2	58,659	1	31,550	1	31,550
3164	Engineer	0	0	6	268,308	6	265,285	6	276,835	6	276,835
3163	Engineering Associate B	0	0	1	39,435	1	39,354	1	40,592	1	40,592
3153	Engineering Associate A	0	0	0	0	0	0	2	58,604	2	58,604
3112	Engineering Aide	0	0	1	23,080	1	23,088	0	0	0	0
3107	Technician I	0	0	0	0	0	0	10	242,438	10	242,438
3106	Permit Technician II	0	0	5	107,953	5	122,844	0	0	0	0
3105	Permit Technician I	0	0	4	84,489	4	87,796	0	0	0	0
2211	Field Rep II	0	0	0	48,840	0	0	0	0	0	0
2210	Field Representative I	0	0	2	97,245	2	55,204	3	81,858	3	81,858
2146	Code Policy Officer	0	0	1	49,804	1	52,312	1	54,535	1	54,535
2143	Building Inspections Manager	0	0	2	84,520	2	93,288	2	100,312	2	100,312
2142	Chief Building Inspector	0	0	1	40,607	1	41,246	1	42,999	1	42,999
2140	Building Inspector	0	0	18	590,781	19	670,295	18	658,208	18	658,208
2138	Housing Services Supervisor	0	0	2	68,514	2	80,603	3	123,177	3	123,177
2136	Senior Housing Inspector	0	0	0	0	0	0	1	33,938	1	33,938
2135	Housing Inspector	0	0	10	181,017	10	302,215	13	366,027	13	366,027
2131	Chief Mechanical Inspector	0	0	1	40,549	1	41,808	1	43,585	1	43,585
2130	Mechanical Inspector	0	0	4	137,088	4	141,272	4	147,276	4	147,276
2125	Chief Electrical Inspector	0	0	1	40,074	1	41,246	1	42,999	1	42,999
2124	Senior Electrical Inspector	0	0	3	76,600	3	115,212	3	123,339	3	123,339
2122	Electrical Inspector I	0	0	10	373,126	10	353,180	10	368,126	10	368,126
2120	Sign Inspector	0	0	1	34,264	2	69,763	2	73,638	2	73,638
2112	Chief Plumbing Inspector	0	0	1	40,006	1	41,246	1	42,999	1	42,999
2111	Senior Plumbing Inspector	0	0	2	73,206	2	78,826	2	82,226	2	82,226
2110	Plumbing Inspector	0	0	9	290,462	10	352,213	10	368,174	10	368,174
2105	Environmental Soils Specialist	0	0	2	65,146	2	67,184	2	70,040	2	70,040
0907	Noise Control Officer	0	0	1	33,716	1	34,403	1	34,403	1	34,403
0828	Senior Management Analyst	0	0	1	21,139	1	38,278	1	41,670	1	41,670
0827	Management Analyst	0	0	1	32,893	1	34,843	1	37,383	1	37,383
0820	Administrative Assistant II	0	0	1	36,010	1	39,208	2	75,736	2	75,736
0548	Administrative Services Director	0	0	1	47,249	1	49,150	1	51,652	1	51,652
0816	Admin Analyst Tech	0	0	0	0	0	0	2	50,306	2	50,306
0510	Accounting Assistant	0	0	0	10,399	1	22,672	0	0	0	0
0345	Word Processing Operator I	0	0	1	21,643	1	22,464	1	23,419	1	23,419
0222	Secretarial Assistant	0	0	1	23,015	1	23,273	0	0	0	0
0221	Secretarial Clerk II	0	0	1	21,485	1	21,403	1	23,093	1	23,093
0220	Secretarial Clerk I	0	0	9	167,575	9	180,577	9	179,082	9	179,082
0140	Data Entry Clerk	0	0	2	35,732	2	37,669	2	39,296	2	39,296
0117	Office Manager II	0	0	1	28,409	1	30,264	1	31,550	1	31,550
0115	Supervising Clerk	0	0	1	19,579	1	22,672	2	48,109	2	48,109
0114	Clerical Specialist	0	0	7	125,289	7	146,523	7	157,317	7	157,317
TOTAL		0	0	128	3,933,377	132	4,332,485	141	4,745,461	141	4,745,461

**ECONOMIC IMPROVEMENT DISTRICT (EID) OPERATING (117)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	\$0	\$2,839	\$25,000	\$25,000	\$25,000
<i>Open Lien Receipts</i>	0	1,337,757	2,162,000	2,162,000	2,162,000
	0	1,340,596	2,187,000	2,187,000	2,187,000
<i>Total Revenue</i>	0	1,340,596	2,187,000	2,187,000	2,187,000
<i>Beginning Fund Balance</i>	0	0	30,000	30,000	30,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$0</b>	<b>\$1,340,596</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials &amp; Services</i>	0	0	1,280,416	2,217,000	2,217,000
<i>Internal Materials &amp; Services</i>	0	0	0	0	0
<i>Capital Outlay</i>	0	0	0	0	0
<i>Equipment Cash Transfers</i>	0	0	0	0	0
<i>Total Bureau Requirements</i>	\$0	\$0	\$2,217,000	\$2,217,000	\$2,217,000
<i>General Operating Contingency</i>	0	0	0	0	0
<i>Unappropriated Ending Balance</i>	0	1,340,596	0	0	0
<b><u>TOTAL FUND REQUIREMENTS</u></b>	<b>\$0</b>	<b>\$1,340,596</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>
<b><u>EXPENDITURES - AU 249</u></b>					
<i>Materials And Services</i>					
<i>5210 Professional Services</i>	\$0	\$0	\$2,217,000	\$2,217,000	\$2,217,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>	<b>\$2,217,000</b>

The Economic Improvement District Fund includes the resources and requirements associated with the Downtown Economic Improvement District. The Downtown Economic Improvement District was created in FY 89-90 and is a three-year program to provide enhanced security, street cleaning and marketing services in the central business district. These services are financed from the proceeds of the annual special assessment on properties located in the improvement district, including publicly owned properties and provided by the Association for Portland Progress (APP) through a management agreement with the City of Portland. The costs associated with administering the management agreement are accounted for in the Office of the City Auditor's budget and reimbursed by APP under the terms of the agreement.

The FY 90-91 Budget reflects the last year of the annual assessments although the term of the management agreement with APP runs through December 31, 1991. The fund anticipates having proceeds from the previous EID assessments to fund the agreement costs in FY 91-92.



**EMERGENCY COMMUNICATIONS FUND (115)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Miscellaneous Service Charges</i>	\$10,473	\$12,888	\$10,000	\$10,000	\$10,000
<i>Local Sources</i>					
<i>State Cost Sharing</i>	1,112,372	1,184,547	1,151,021	1,150,000	1,150,000
<i>Multnomah County Cost Sharing</i>	668,447	699,157	803,412	802,637	800,944
<i>Local Cost Sharing-Other</i>	511,504	592,859	660,706	900,293	898,440
	2,292,323	2,476,563	2,615,139	2,852,930	2,849,384
<i>Miscellaneous Revenues</i>					
<i>Interest</i>	36,369	76,758	50,000	60,000	60,000
<i>Total Revenue</i>	2,339,165	2,566,209	2,675,139	2,922,930	2,919,384
<i>Transfers from Other Funds – Svc.Reimb.</i>					
<i>General</i>	3,329,618	3,435,552	4,047,345	4,974,613	4,961,983
<i>Public Safety Capital</i>	0	0	0	71,752	71,752
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	30,403	3,390
<i>Unencumbered</i>	696,119	828,566	948,567	970,868	987,044
<i>Total Beginning Fund Balance</i>	696,119	828,566	948,567	1,001,271	990,434
<b>TOTAL RESOURCES</b>	<b>\$6,364,902</b>	<b>\$6,830,327</b>	<b>\$7,671,051</b>	<b>\$8,970,566</b>	<b>\$8,943,553</b>

**REQUIREMENTS**

<i>Bureau Requirements</i>					
<i>Personal Services</i>	4,126,122	4,485,383	5,270,490	6,100,225	6,100,225
<i>External Materials &amp; Svcs.</i>	208,874	207,402	233,000	273,449	273,449
<i>Internal Materials &amp; Svcs.</i>					
<i>General</i>	235,430	128,849	282,266	3,101	3,101
<i>Printing/Distribution</i>	8,099	15,740	14,796	18,403	18,403
<i>City Equipment Acquisition</i>	91,401	90,452	89,876	0	0
<i>Fleet Operating</i>	10,480	7,798	9,591	10,390	10,390
<i>Communications</i>	442,090	507,148	471,818	952,684	952,684
<i>Data Processing</i>	0	200	939	38,130	38,130
<i>Insurance &amp; Claims</i>	61,484	5,499	64,456	46,422	46,422
<i>Workers' Comp</i>	37,493	81,904	122,151	123,977	123,977
<i>Facilities</i>	0	0	0	218,579	218,579
	886,477	837,590	1,055,893	1,411,686	1,411,686
<i>Capital Outlay</i>	73,855	63,936	331,320	25,350	28,740
<i>Equipment Cash Transfers</i>					
<i>Printing/Distribution</i>	4,050	0	0	0	0
<i>Communications</i>	11,958	0	0	0	0
<i>Fleet</i>	0	0	9,000	0	0
<b>Total Bureau Requirements</b>	<b>\$5,311,336</b>	<b>\$5,594,311</b>	<b>\$6,899,703</b>	<b>\$7,810,710</b>	<b>\$7,814,100</b>

**EMERGENCY COMMUNICATIONS FUND (115)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<i>Fund Requirements</i>					
<i>Transfers to Other Funds – Cash</i>					
<i>General-Overhead</i>	225,000	168,352	151,703	142,409	142,409
<i>Contingency</i>					
<i>General Op. Contingency</i>	0	0	619,645	987,044	987,044
<i>Encumbrance Carryover</i>	0	0	0	30,403	0
<i>Total Contingency</i>	0	0	619,645	1,017,447	987,044
<i>Unappropriated Ending Balance</i>	828,566	1,067,663	0	0	0
<i>Total Fund Requirements</i>	1,053,566	1,236,015	771,348	1,159,856	1,129,453
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$6,364,902</b>	<b>\$6,830,326</b>	<b>\$7,671,051</b>	<b>\$8,970,566</b>	<b>\$8,943,553</b>

**EMERGENCY COMMUNICATIONS (620)**

Emergency Communications Fund (115)

Public Safety

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$4,126,122	\$4,485,383	\$5,270,490	\$6,100,225	\$6,100,225
<i>External Materials and Services</i>	208,874	207,402	233,000	273,449	273,449
<i>Internal Materials and Services</i>	886,477	837,590	1,055,893	1,411,686	1,411,686
<i>Capital Outlay</i>	73,855	63,936	331,320	25,350	28,740
<i>Cash Transfers-Equipment</i>	16,008	0	9,000	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$5,311,336</b>	<b>\$5,594,311</b>	<b>\$6,899,703</b>	<b>\$7,810,710</b>	<b>\$7,814,100</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b><i>Total</i></b>	<b>126</b>	<b>125</b>	<b>125</b>	<b>129</b>	<b>129</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$0	\$0	\$0	\$0
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		2,157,358	2,573,642	2,764,345	2,780,365
<i>Interagency Services</i>		3,436,953	4,326,061	5,046,365	5,033,735
<b><i>TOTAL FUNDING</i></b>		<b>\$5,594,311</b>	<b>\$6,899,703</b>	<b>\$7,810,710</b>	<b>\$7,814,100</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$559,291	698,070	824,324	824,324
<i>Operations</i>		5,035,020	6,201,633	6,986,386	6,989,776
<b><i>TOTAL PROGRAMS</i></b>		<b>5,594,311</b>	<b>\$6,899,703</b>	<b>7,810,710</b>	<b>7,814,100</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Emergency Communications (BOEC) receives, processes and dispatches approximately one million calls for police and emergency services from citizens within Multnomah County, through intergovernmental agreements with Gresham, Troutdale and Multnomah County.

BOEC intends to focus increased efforts in the coming year on recruitment and training to assist the bureau in moving near its authorized staffing level. Currently BOEC has 25 vacancies, and the attrition rate among trainees has averaged 35%. The continued high vacancy rate has contributed to high overtime usage. The bureau states that overtime is not likely to diminish until new hires are made, and the trainees are fully trained and able to work independently.

The BOEC FY 1990-91 budget is \$7.8 million, an increase of \$.9 million over the revised FY 1989-90 budget. Of this increase, \$400,000 is increased interagency charges by the Communication Services Division which represents the net increase in telephone line charges due to the planned January 1, 1991 implementation of Enhanced 911. The remaining increase is the effect of the wage and salary settlement given to BOEC operators and supervisors, as well as the continued high use of overtime.

## EMERGENCY COMMUNICATIONS (620)

Emergency Communications Fund (115)

Public Safety

### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$559,291	\$698,070	\$824,324	\$824,324
<i>Authorized Full-Time Positions</i>	12.00	12.00	15.00	15.00
<i>Performance/Workload Measures:</i>				
Increase Number of Trained Operators	N/A	N/A	73	73
Reduce Attrition Rate to 25%	N/A	N/A	25%	25%

The Administration program provides overall management and support of personnel and resources. Major tasks performed are associated with maintenance of the MIS systems, training of new and permanent employees, and research.

Personnel within this program oversee the development and maintenance of five computer based systems associated with BOEC's computer aided dispatch system as well as its other data communications systems. The training section oversees entry level training for new employees as well as continued in-service training for permanent employees to ensure skills maintenance. The research section researches information from audio tapes and computer logs concerning calls for service to provide factual information to user agencies, attorneys, the court system, and the general public.

The approved budget provides for two new positions, an assistant MIS analyst to help initiate, operate and maintain the Multiple Street Address Guide (MSAG) portion of the Enhanced 911 project, and a Secretarial Clerk to assist the bureau in performing administrative duties. In addition, the Public Safety Levy will be covering the costs of a half time position in the Bureau of Computer Services to work on the implementation of the new CAD system.

The highest priority of this program during FY 1990-91 will be to increase the number of fully trained and certified emergency communications operators from 64 to a minimum of 73, and to reduce the attrition rate among trainees from 35% to 25%.

### **OPERATIONS**

<i>Total Expenditures</i>	5,035,020	6,201,633	\$6,986,386	\$6,989,776
<i>Authorized Full-Time Positions</i>	114	114	114.00	114.00
<i>Performance/Workload Measures:</i>				
911 Calls Answered Within 20 Seconds	N/A	N/A	94.5%	94.5%
Priority 1 Calls Message Sent in 60 Secs.	N/A	N/A	90.0%	90.0%
Priority 2 Calls Message Sent in 108 Secs.	N/A	N/A	90.0%	90.0%

The Operations program is responsible for answering 911 calls for service and for dispatching police and emergency medical services. The program includes three sworn Portland Police Bureau Sergeants, 12 non-sworn supervisors, and 99 authorized emergency communication operators. The objectives of this program are to limit errors to less than 1 percent of total calls, and to resolve citizen complaints in a timely fashion.

**EMERGENCY COMMUNICATIONS (620)**

Emergency Communications Fund (115)

Public Safety

**LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$2,449,233	\$2,490,890	\$3,086,728	\$3,545,877	\$3,545,877
5120 Part-Time Employees	17,234	39,626	0	0	0
5140 Overtime	624,666	786,403	882,944	926,441	926,441
5150 Premium Pay	78,794	86,236	100,000	104,100	104,100
5170 Benefits	956,195	1,082,228	1,200,818	1,523,807	1,523,807
<b>Total Personal Services</b>	<b>\$4,126,122</b>	<b>\$4,485,383</b>	<b>\$5,270,490</b>	<b>\$6,100,225</b>	<b>\$6,100,225</b>
5210 Professional Services	\$36,178	\$15,166	\$5,000	\$11,300	\$11,300
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	1,944	2,247	5,000	5,000	5,000
5240 Repair & Maintenance	122,315	126,377	140,000	145,000	145,000
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	1,192	5,273	3,000	21,200	21,200
5310 Office Supplies	3,933	7,886	5,000	5,000	5,000
5320 Operating Supplies	15,353	14,968	25,000	30,000	30,000
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	415	2,590	2,000	14,000	14,000
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	4,022	4,388	10,000	10,000	10,000
5420 Local Travel	128	79	1,000	1,000	1,000
5430 Out-of-Town Travel	1,293	3,406	10,000	9,000	9,000
5440 External Rent	0	0	0	0	0
5450 Interest	12,779	9,007	5,000	5,000	5,000
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	9,322	16,015	22,000	16,949	16,949
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$208,874</b>	<b>\$207,402</b>	<b>\$233,000</b>	<b>\$273,449</b>	<b>\$273,449</b>
5510 Fleet Services	\$10,480	\$7,798	\$9,591	\$10,390	\$10,390
5520 Printing/Distribution	8,099	15,740	14,796	18,403	18,403
5530 Facilities Services	0	0	0	0	218,579
5540 Communications	442,090	507,148	471,818	952,684	952,684
5550 Data Processing	0	200	939	38,130	38,130
5560 Insurance	98,977	87,403	186,607	170,399	170,399
5570 Equipment Lease	91,401	90,452	89,876	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	235,430	128,849	282,266	221,680	3,101
<b>Subtotal Service Reimbursements</b>	<b>\$886,477</b>	<b>\$837,590</b>	<b>\$1,055,893</b>	<b>\$1,411,686</b>	<b>\$1,411,686</b>
<b>Total Materials &amp; Services</b>	<b>\$1,095,351</b>	<b>\$1,044,992</b>	<b>\$1,288,893</b>	<b>\$1,685,135</b>	<b>\$1,685,135</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	73,855	63,936	331,320	25,350	28,740
<b>Total Capital Outlay</b>	<b>\$73,855</b>	<b>\$63,936</b>	<b>\$331,320</b>	<b>\$25,350</b>	<b>\$28,740</b>
5730 Cash Transfers - Equipment	\$16,008	\$0	\$9,000	\$0	\$0
<b>Total Appropriation</b>	<b>\$5,311,336</b>	<b>\$5,594,311</b>	<b>\$6,899,703</b>	<b>\$7,810,710</b>	<b>\$7,814,100</b>

# EMERGENCY COMMUNICATIONS (620)

Emergency Communications Fund (115)

Public Safety

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0917	Emergency Comm. Director	0	0	0	0	0	0	1	60,185	1	60,185
5138	Police Captain	1	54,517	1	54,309	0	0	0	0	0	0
5134	Police Sergeant	3	111,350	3	127,654	3	127,714	3	138,386	3	138,386
0916	Emergency Comm. Operations Mgr.	1	47,404	1	48,696	1	48,011	1	51,728	1	51,728
0919	Administrative Assistant I	1	29,038	1	29,745	1	29,235	1	31,505	1	31,505
0380	MIS Analyst	1	39,945	1	40,850	1	40,183	1	43,306	1	43,306
0379	Assistant MIS Analyst	0	0	0	0	0	0	2	59,393	2	59,393
0368	Data Entry Coordinator	1	27,505	1	28,060	1	27,836	0	0	0	0
0320	Emerg. Comm. Training Coord.	1	31,302	0	594	0	0	0	0	0	0
0319	Emergency Comm. Supervisor	13	381,674	13	438,846	14	465,328	14	513,215	14	513,215
0318	Emergency Comm. Operator II	90	1,115,337	91	1,103,164	92	2,002,760	92	2,324,709	92	2,324,709
0317	Emergency Comm. Operator I	12	226,655	11	216,695	10	250,000	10	242,728	10	242,728
0316	Emerg. Comm. Operator Trainee	0	344,391	0	360,528	0	0	0	0	0	0
0222	Secretarial Assistant	0	0	0	0	0	0	1	19,173	1	19,173
0221	Secretarial Clerk II	0	0	0	0	0	0	0	0	0	0
0220	Secretarial Clerk I	0	0	0	0	0	0	1	16,771	1	16,771
0151	Police Clerical Assistant	2	40,115	2	41,749	2	41,560	2	44,778	2	44,778
TOTAL FULL-TIME POSITIONS		126	2,449,233	125	2,490,890	125	3,032,627	129	3,545,877	129	3,545,877
LIMITED-TERM POSITIONS											
0917	Emergency Comm. Director	0	0	0	0	1	40,575	0	0	0	0
5138	Police Captain	0	0	0	0	1	13,526	0	0	0	0
TOTAL LIMITED-TERM		0	0	0	0	2	54,101	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		126	2,449,233	125	2,490,890	127	3,086,728	129	3,545,877	129	3,545,877

**EXPOSITION-RECREATION – CIVIC STADIUM FUND (191)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Concessions</i>	\$250,971	\$239,743	\$286,000	\$0	\$0
<i>Rents &amp; Reimbursements</i>	244,452	300,352	274,303	0	0
<i>User Fees</i>	0	0	100,000	0	0
	495,423	540,095	660,303	0	0
<i>Miscellaneous Revenues</i>					
<i>Commissions</i>	0	0	13,000	0	0
<i>Interest on Investments</i>	0	3,141	0	0	0
<i>Other Miscellaneous Revenues</i>	30,817	20,580	25,000	0	0
	30,817	23,721	38,000	0	0
<i>Total Revenue</i>	526,240	563,816	698,303	0	0
<i>Transfers from Other Funds – Cash</i>					
<i>E/R – Memorial Coliseum</i>	350,000	300,000	346,119	0	0
<i>Health Insurance Dividend</i>	0	0	0	0	0
	350,000	300,000	346,119	0	0
<i>Beginning Fund Balance</i>	6,391	(7,675)	0	0	0
<b>TOTAL RESOURCES</b>	<b>\$882,631</b>	<b>\$856,141</b>	<b>\$1,044,422</b>	<b>\$0</b>	<b>\$0</b>
<b><u>REQUIREMENTS</u></b>					
<i>Personal Services</i>	\$452,612	\$447,713	\$532,867	\$0	\$0
<i>External Materials</i>	281,281	259,971	299,945	0	0
<i>Transfers to Other Funds – Svc. Reimb.</i>					
<i>General</i>	0	42	398	0	0
<i>E/R – Memorial Coliseum</i>	46,540	38,480	43,501	0	0
<i>Communications Services</i>	5,053	5,906	5,374	0	0
<i>Insurance &amp; Claims</i>	15,458	9,406	7,762	0	0
<i>Workers Compensation</i>	616	926	2,311	0	0
	67,667	54,760	59,346	0	0
<i>Capital Outlay</i>	70,678	52,136	61,200	0	0
<i>Total Bureau Requirements</i>	872,238	814,580	953,358	0	0
<i>General Operating Contingency</i>	0	0	73,371	0	0
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	18,068	16,382	17,693	0	0
<i>Unappropriated Ending Balance</i>	(7,675)	25,179	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$882,631</b>	<b>\$856,141</b>	<b>\$1,044,422</b>	<b>\$0</b>	<b>\$0</b>

**EXPOSITION-RECREATION – MEMORIAL COLISEUM FUND (192)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Intergovernmental Revenues</i>					
<i>Local Cost Sharing</i>	\$86,476	\$81,994	\$133,539	\$0	\$0
<i>Service Charges &amp; Fees</i>					
<i>Concessions</i>	2,308,058	2,527,984	2,891,000	0	0
<i>Rents &amp; Reimb from Tenants</i>	2,680,269	2,687,751	2,588,136	0	0
<i>User Fees</i>	0	0	200,000	0	0
	4,988,327	5,215,735	5,679,136	0	0
<i>Miscellaneous Revenues</i>					
<i>Commissions</i>	0	0	150,000	0	0
<i>Interest on Investments</i>	421,405	535,763	350,000	0	0
<i>Other Miscellaneous Revenue</i>	235,111	243,466	190,000	0	0
	656,516	779,229	690,000	0	0
<i>Total Revenue</i>	5,731,319	6,076,958	6,502,675	0	0
<i>Transfers from Other Funds – Cash</i>					
<i>E/R Convention Center</i>	0	13,381	0	0	0
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>E/R – Civic Stadium</i>	46,540	38,480	43,501	0	0
<i>E/R – Performing Arts Center</i>	0	100,451	103,103	0	0
	46,540	138,931	146,604	0	0
<i>Beginning Fund Balance</i>	4,701,068	4,174,578	3,173,444	2,622,000	2,622,000
<b>TOTAL RESOURCES</b>	<b>\$10,478,927</b>	<b>\$10,403,848</b>	<b>\$9,822,723</b>	<b>\$2,622,000</b>	<b>\$2,622,000</b>
<b><u>REQUIREMENTS</u></b>					
<i>Personal Services</i>	\$3,145,163	\$3,403,725	\$3,855,574	\$0	\$0
<i>External Materials and Services</i>	1,169,109	1,333,229	1,261,835	2,622,000	2,622,000
<i>Transfers to Other Funds – Svc. Reimb.</i>					
<i>General</i>	0	96	1,944	0	0
<i>Transportation</i>	0	0	0	0	0
<i>Printing/Distribution Services</i>	2,281	1,463	2,828	0	0
<i>Communications Services</i>	7,846	9,277	9,320	0	0
<i>Insurance &amp; Claims</i>	94,320	73,910	73,121	0	0
<i>Workers Compensation</i>	40,252	49,817	71,358	0	0
	144,699	134,563	158,571	0	0
<i>Capital Outlay</i>	324,329	693,219	650,000	0	0
<i>Total Bureau Requirements</i>	4,783,300	5,564,736	5,925,980	2,622,000	2,622,000
<i>General Operating Contingency</i>	0	0	2,623,494	0	0
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	91,049	82,026	91,547	0	0
<i>E/R – Civic Stadium</i>	350,000	300,000	346,119	0	0
<i>E/R – Performing Arts Center</i>	900,000	500,000	835,583	0	0
<i>E/R – Oregon Convention Cent</i>	180,000	0	0	0	0
	1,521,049	882,026	1,273,249	0	0
<i>Unappropriated Ending Balance</i>	4,174,578	3,957,086	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$10,478,927</b>	<b>\$10,403,848</b>	<b>\$9,822,723</b>	<b>\$2,622,000</b>	<b>\$2,622,000</b>



**GENERAL DESCRIPTION**

On December 19, 1989, the City of Portland and the Metropolitan Service District (MSD) entered into an Intergovernmental Agreement No. 25921 (Ordinance No. 162604) for the transfer of the operations and management of the City's Exposition-Recreation (E/R) facilities which includes the Memorial Coliseum, Civic Stadium, and the Performing Arts Center in addition to the Performing Arts Construction Fund. In order to simplify the transfer to MSD, the Fund balances for the first three funds have been consolidated within the E/R Memorial Coliseum Fund. (See Performing Arts Construction Fund for its fund balance.)

The total fund balance projections for Memorial Coliseum, Civic Stadium and the Performing Arts Center is \$2,622,000. On July 1, 1990, the City of Portland will provide the Metropolitan Service District with a check in the amount of \$2,000,000. The City of Portland will retain approximately \$622,000 until completion of the City's independent audit of the Exposition/Recreation Commission (ERC) during September, 1990.

A portion of the City's official independent audit for FY 1989-90 will cover all ERC operations for the entire period from July 1, 1989, through June 30, 1990. On completion and acceptance by the City of the portion of the official City independent audit covering ERC for FY 1989-90, an adjustment will be made in the amounts transferred to MSD in order to bring the amounts retained in ERC funds to zero. In the event of excess transfers to MSD on July 1, 1990, MSD will refund the amount of the excess to the City or ERC, as appropriate. In the event of deficient transfers to MSD, the City or ERC, as appropriate, will transfer the amount of the deficiency to MSD for use by Metro ERC.

In addition, in order to fully fund the existing coverage maintained by the City through its Risk Management program for all tort claims and Workers' Compensation claims arising prior to July 1, 1990, the City will charge the Exposition/Recreation Commission an additional sum of \$123,000. Such sum will be deducted from the balance of the ERC funds to be transferred to the Metropolitan Service District.

Consistent with the Consolidation Agreement, this budget includes the necessary payment of fund balances to the Metropolitan Service District. In future fiscal years, the related funds will be totally eliminated from the City's budget.

**EXPO-RECREATION - PERFORMING ARTS FUND (193)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Concessions</i>	\$109,273	\$165,842	\$215,000	\$0	\$0
<i>Rents &amp; Reimburs from Tenants</i>	1,750,741	2,158,524	1,807,655	0	0
<i>User Fees</i>	315,773	0	373,500	0	0
	2,175,787	2,324,366	2,396,155	0	0
<i>Miscellaneous Revenues</i>					
<i>Commissions</i>	0	0	490,000	0	0
<i>Interest on Investments</i>	8,660	37,838	30,000	0	0
<i>Other Miscellaneous Revenues</i>	484,669	505,359	86,500	0	0
	493,329	543,197	606,500	0	0
<b>Total Revenue</b>	<b>2,669,116</b>	<b>2,867,563</b>	<b>3,002,655</b>	<b>0</b>	<b>0</b>
<i>Transfers from Other Funds - Cash</i>					
<i>E/R - Memorial Coliseum</i>	900,000	500,000	835,583	0	0
	900,000	500,000	835,583	0	0
<i>Transfers from Other Funds - Svc. Reimb.</i>					
<i>General</i>	8,907	10,498	0	0	0
<i>Beginning Fund Balance</i>	94,291	25,473	0	0	0
<b>TOTAL RESOURCES</b>	<b>\$3,672,314</b>	<b>\$3,403,534</b>	<b>\$3,838,238</b>	<b>\$0</b>	<b>\$0</b>
<b><u>REQUIREMENTS</u></b>					
<i>Personal Services</i>	\$1,775,620	\$2,096,021	\$2,498,076	\$0	\$0
<i>External Materials &amp; Services</i>	1,291,658	968,993	755,451	0	0
<i>Transfers to Other Funds - Svc. Reimb.</i>					
<i>E/R - Memorial Coliseum</i>	0	100,451	103,103	0	0
<i>General</i>	13,539	96	111,235	0	0
<i>Printing/Distribution Services</i>	81,602	30,074	48,109	0	0
<i>Communications Services</i>	54,279	1,566	4,739	0	0
<i>Fleet Services</i>	971	1,991	0	0	0
<i>Insurance &amp; Claims Operating</i>	84,605	49,838	32,026	0	0
<i>Workers Compensation Operating</i>	6,979	23,873	63,413	0	0
	241,975	207,889	362,625	0	0
<i>Capital Outlay</i>	16,218	19,405	50,000		
<b>Total Bureau Requirements</b>	<b>3,325,471</b>	<b>3,292,308</b>	<b>3,666,152</b>	<b>0</b>	<b>0</b>
<i>General Operating Contingency</i>	0	0	86,018	0	0
<i>Transfers to Other Funds - Cash</i>					
<i>General - Overhead</i>	77,912	121,818	86,068	0	0
<i>Golf</i>	243,458	3,580	0	0	0
	321,370	125,398	86,068	0	0
<i>Unappropriated Ending Balance</i>	25,473	(14,172)	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$3,672,314</b>	<b>\$3,403,534</b>	<b>\$3,838,238</b>	<b>\$0</b>	<b>\$0</b>

**GOLF OPERATING FUND (154)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges and Fees</i>					
<i>Parks &amp; Recreation Fees</i>	\$2,677,069	\$2,705,213	\$3,081,100	\$3,171,446	\$3,171,446
<i>Concessions</i>	39,211	45,095	72,078	72,078	72,078
<i>Rents/Reimbursements-Tenants</i>	13,732	13,263	12,158	12,158	12,158
	2,730,012	2,763,571	3,165,336	3,255,682	3,255,682
<i>Miscellaneous</i>					
<i>Interest on Investments</i>	111,298	200,009	112,000	150,000	150,000
<i>Other Miscellaneous Revenues</i>	2,625	2,132	0	0	0
<i>Bond Sale</i>	0	0	2,750,000	0	0
	113,923	202,141	2,862,000	150,000	150,000
<i>Total Revenue</i>	2,843,935	2,965,712	6,027,336	3,405,682	3,405,682
<i>Transfers from Other Funds - Cash</i>					
<i>Golf Construction</i>	0	122,745	0	0	0
<i>Performing Arts Operating</i>	243,458	3,580	0	0	0
	243,458	126,325	0	0	0
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	1,553,000	248,774
<i>Unencumbered</i>	949,030	1,654,215	1,774,283	3,492,815	3,492,815
<i>Total Beginning Fund Balance</i>	949,030	1,654,215	1,774,283	5,045,815	3,741,589
<b><u>TOTAL RESOURCES</u></b>	<b>\$4,036,423</b>	<b>\$4,746,252</b>	<b>\$7,801,619</b>	<b>\$8,451,497</b>	<b>\$7,147,271</b>

**GOLF OPERATING FUND (154)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 89-90</i>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	1,069,014	1,150,293	1,242,085	1,279,116	1,279,116
<i>External Materials and Services</i>	709,053	741,342	751,838	808,459	947,562
<i>Internal Materials and Services</i>					
<i>General</i>	44,516	170,064	176,475	166,023	166,023
<i>Water</i>	34	0	0	0	0
<i>Printing/Distribution Services</i>	1,955	5,268	4,017	4,100	4,100
<i>Facilities Services</i>	0	51	0	0	0
<i>Communications Services</i>	12,382	11,626	11,661	12,864	12,864
<i>Fleet Services</i>	45,000	50,594	45,335	61,929	61,929
<i>Insurance &amp; Claims</i>	1,563	1,105	1,907	11,341	11,341
<i>Workers Compensation</i>	2,998	4,511	56,470	44,971	44,971
<i>Transportation</i>	1,760	0	0	0	0
<i>Capital Outlay</i>	131,858	1,521,141	2,107,407	3,002,500	3,112,171
<i>Total Bureau Requirements</i>	<u>2,020,133</u>	<u>3,655,995</u>	<u>4,397,195</u>	<u>5,391,303</u>	<u>5,640,077</u>
<i>Cash Transfers to Other Funds</i>					
<i>General - Overhead</i>	121,794	111,008	104,977	101,369	101,369
<i>Golf Revenue Bond Redemption</i>	65,281	102,089	209,509	978,867	978,867
<i>Golf Construction</i>	175,000	0	0	0	0
	<u>362,075</u>	<u>213,097</u>	<u>314,486</u>	<u>1,080,236</u>	<u>1,080,236</u>
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	0	426,958	426,958
<i>Encumbrance Carryover</i>	0	0	0	1,553,000	0
<i>Total Contingency</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,979,958</u>	<u>426,958</u>
<i>Unappropriated Ending Balance</i>	1,654,215	877,160	3,089,938	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b><u>\$4,036,423</u></b>	<b><u>\$4,746,252</u></b>	<b><u>\$7,801,619</u></b>	<b><u>\$8,451,497</u></b>	<b><u>\$7,147,271</u></b>

**GOLF (617)**  
**Golf Operating Fund (154)**  
**Public Affairs**

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,069,014	\$1,149,987	\$1,242,085	\$1,279,116	\$1,279,116
<i>External Materials and Services</i>	709,051	741,342	751,838	808,459	947,562
<i>Internal Materials and Services</i>	110,210	243,219	295,865	301,228	301,228
<i>Capital Outlay</i>	131,858	1,521,291	2,107,407	3,002,500	3,112,171
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$2,020,133</b>	<b>\$3,655,839</b>	<b>\$4,397,195</b>	<b>\$5,391,303</b>	<b>\$5,640,077</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	20	21	23	23	23
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$3,655,839	\$4,397,195	\$5,391,303	\$5,640,077
<i>General Discretionary</i>		0	0	0	0
<b><u>Total Discretionary Resources</u></b>		<b>\$3,655,839</b>	<b>\$4,397,195</b>	<b>\$5,391,303</b>	<b>\$5,640,077</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b><u>TOTAL FUNDING</u></b>		<b>\$3,655,839</b>	<b>\$4,397,195</b>	<b>\$5,391,303</b>	<b>\$5,640,077</b>
<b><u>PROGRAMS</u></b>					
<i>Golf Operations</i>		\$3,655,839	\$4,397,195	\$5,391,303	\$5,640,077
<b><u>TOTAL PROGRAM</u></b>		<b>\$3,655,839</b>	<b>\$4,397,195</b>	<b>\$5,391,303</b>	<b>\$5,640,077</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The objective of the Golf operations fund is to provide affordable, playable and attractive golf courses for the public. The City's Golf operations is self-supporting through revenue derived from fees. Currently, the program provides one 27-hole (Heron Lakes) and three 18-hole (Progress Downs, Rose City and Eastmoreland) golf courses along with support facilities. Program services include: golf course operation and maintenance; clubhouse facility staffing; and golf instruction to school-age children in the Portland Middle Schools. Portland's four City golf courses are open to the public on a daily basis from dawn to dusk.

The total budget includes clubhouse staffing support through contracts with concessionaires. There is one concessionaire contract set up at each Golf Course. Golf Operations contracts with a concessionaire to manage the pro shop, restaurant, greens fees, crowd control, equipment rental, golf instruction and related miscellaneous services. The Bureau of Parks and Recreation provides all grounds and buildings maintenance. For their services, the concessionaires receive a percentage of the revenue generated for greens fees. The Parks Bureau receives a percentage of the revenues for the restaurant and pro shop.

## GOLF (617)

Golf Operating Fund (154)

Public Affairs

### APPROPRIATION SUMMARY

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This budget also initiates a program for disadvantaged youth. In cooperation with the Portland Interscholastic League (P.I.L.), the Oregon Golf Association (OGA) and the golf course concessionaires, the golf program will provide golf employment training, golf instruction and school credit hours to high school sophomore at-risk youth. The program is entitled Early Adventures in Golf for a Lifetime of Enjoyment (Operation E.A.G.L.E). The program focuses on training youth in various aspects of the golf course business so the students might be prepared to get jobs on the City's courses or elsewhere in the golf industry in addition to learning to play the game.

For FY 1990-91 the Golf Capital Improvement Program in the amount of \$2.95 million includes the following projects: the addition of nine holes and construction of a dike to protect the course and clubhouse from flooding at Heron Lakes; the addition of nine holes at Progress Downs; and the reconstruction of greens and tees at Rose City. The City will issue \$4,110,000 in revenue bonds during June, 1990, to fund these projects, plus the cost of issuing the debt.

#### PERFORMANCE OBJECTIVES

The performance objectives for Golf Operations during FY 1990-91 include:

o Eastmoreland Clubhouse

The Golf program will begin operation of its new clubhouse at the Eastmoreland Golf Course in time for the National Public Links Tournament to be held there July 16-21, 1990. Golf's 5-year improvement plan will begin with construction of a nine-hole addition to Heron Lakes Golf course at West Delta Park as part of a new revenue bond issue.

o Early Adventures of Golf for a Lifetime of Enjoyment

Self-enhancement of the City's youth will be achieved in a new job-training program, E.A.G.L.E. (Early Adventures of Golf for a Lifetime of Enjoyment). This program will provide opportunities for disadvantaged and minority youth to receive on-the-job training and wages working at the City golf courses learning the industry from business to maintenance.

**GOLF (617)**

Golf Operating Fund (154)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>GOLF OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$3,655,839	\$4,397,195	\$5,391,303	\$5,640,077
<i>Authorized Full-Time Positions</i>	21.00	23.00	23.00	23.00
<i>Performance/Workload Measures:</i>				
Golf Acreage Maintained	625	625	625	625

This program supports ongoing maintenance and replacement costs for the four golf courses and two driving ranges.

The replacement of capital equipment which has reached the end of its useful life is included in this budget. Worn out and obsolete irrigation heads will be replaced at four golf course.

Three Capital Improvement projects totalling \$2.95 million have been budgeted in FY 1990- 91. The projects include: the addition of nine holes and reconstruction of the dike to protect the course and clubhouse from flooding at Heron Lakes Golf Course; the addition of nine holes at Progress Downs Golf Course; and the reconstruction of greens and tees at Rose City Golf Course. The City will issue \$4,110,000 in revenue bonds during June, 1990, to fund these projects, plus the cost of issue the debt.

**GOLF (617)****Golf Operating Fund (154)****Public Affairs****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$692,741	\$713,220	\$778,470	\$806,203	\$806,203
5120 Part-Time Employees	92,292	109,741	95,275	90,248	90,248
5140 Overtime	14,665	24,442	25,297	12,796	12,796
5150 Premium Pay	5,269	8,058	10,431	10,140	10,140
5170 Benefits	264,047	294,526	332,612	359,729	359,729
<b>Total Personal Services</b>	<b>\$1,069,014</b>	<b>\$1,149,987</b>	<b>\$1,242,085</b>	<b>\$1,279,116</b>	<b>\$1,279,116</b>
5210 Professional Services	\$4,000	\$240	\$0	\$0	\$12,700
5220 Utilities	92,700	95,792	94,400	95,400	107,337
5230 Equipment Rental	173	199	1,000	800	800
5240 Repair & Maintenance	19,416	37,207	19,150	20,000	33,696
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	361,018	383,885	409,938	441,584	444,584
5310 Office Supplies	3,299	(7,715)	600	600	600
5320 Operating Supplies	116,203	129,086	117,500	123,000	140,612
5330 Repair & Maintenance Supplies	72,550	72,309	71,400	87,875	140,943
5340 Minor Equipment	5,254	1,640	5,000	5,000	31,850
5350 Clothing	1,574	1,740	1,950	3,100	3,340
5390 Other Commodities	1,055	1,519	0	0	0
5410 Education	715	1,203	1,350	1,350	1,350
5420 Local Travel	0	47	0	0	0
5430 Out-of-Town Travel	4,386	3,293	4,250	4,450	4,450
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	26,708	20,897	25,300	25,300	25,300
<b>Subtotal External Materials &amp; Services</b>	<b>\$709,051</b>	<b>\$741,342</b>	<b>\$751,838</b>	<b>\$808,459</b>	<b>\$947,562</b>
5510 Fleet Services	\$44,998	\$50,594	\$45,335	\$61,929	\$61,929
5520 Printing/Distribution	1,955	5,268	4,017	4,100	4,100
5530 Internal Rent	0	51	0	0	0
5540 Communications	12,382	11,626	11,661	12,864	12,864
5550 Data Processing	0	0	546	12,114	1,074
5560 Insurance	4,561	5,616	58,377	56,312	56,312
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	46,314	170,064	175,929	153,909	164,949
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$110,210</b>	<b>\$243,219</b>	<b>\$295,865</b>	<b>\$301,228</b>	<b>\$301,228</b>
<b>Total Materials &amp; Services</b>	<b>\$819,261</b>	<b>\$984,561</b>	<b>\$1,047,703</b>	<b>\$1,109,687</b>	<b>\$1,248,790</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	69,333	1,452,815	2,057,407	2,950,000	3,034,024
5640 Equipment	62,525	68,476	50,000	52,500	78,147
<b>Total Capital Outlay</b>	<b>\$131,858</b>	<b>\$1,521,291</b>	<b>\$2,107,407</b>	<b>\$3,002,500</b>	<b>\$3,112,171</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$2,020,133</b>	<b>\$3,655,839</b>	<b>\$4,397,195</b>	<b>\$5,391,303</b>	<b>\$5,640,077</b>



**GOLF (617)**  
**Golf Operating Fund (154)**  
**Public Affairs**

**FULL-TIME POSITIONS**

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
4175	Golf Course Manager	1	37,809	1	39,652	1	41,945	1	41,538	1	41,538
4150	Parke District Supervisor	0	0	0	0	1	0	1	33,410	1	33,410
4149	Golf Course Foreman	4	110,008	4	110,335	4	119,982	4	122,699	4	122,699
1221	Greenskeeper II	4	102,541	4	102,723	4	108,597	4	107,496	4	107,496
1220	Greenskeeper I	11	267,963	12	284,639	13	333,254	13	329,965	13	329,965
<b>TOTAL FULL-TIME POSITIONS</b>		<b>20</b>	<b>518,321</b>	<b>21</b>	<b>537,349</b>	<b>23</b>	<b>603,778</b>	<b>23</b>	<b>635,108</b>	<b>23</b>	<b>635,108</b>
<b>LIMITED TERM POSITION:</b>											
1220	Greenskeeper I	11	174,420	9	175,871	9	174,692	9	171,095	9	171,095
<b>TOTAL LIMITED TERM</b>		<b>11</b>	<b>174,420</b>	<b>9</b>	<b>175,871</b>	<b>9</b>	<b>174,692</b>	<b>9</b>	<b>171,095</b>	<b>9</b>	<b>171,095</b>
<b>TOTAL INCLUDING LIMITED-TERM</b>		<b>31</b>	<b>692,741</b>	<b>30</b>	<b>713,220</b>	<b>32</b>	<b>778,470</b>	<b>32</b>	<b>806,203</b>	<b>32</b>	<b>806,203</b>

## HYDROELECTRIC POWER OPERATING FUND (152)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Sales – Miscellaneous</i>	\$530,100	\$598,453	\$343,721	\$281,000	\$281,000
<i>Interest on Investments</i>	25,991	16,940	7,950	5,000	5,000
<i>Miscellaneous Revenues</i>	6,121	28,836	0	0	0
	562,212	644,229	351,671	286,000	286,000
<i>Total Revenue</i>	562,212	644,229	351,671	286,000	286,000
<i>Transfers from Other Funds – Cash</i>					
<i>Hydro Renewal &amp; Replacement</i>	0	0	250,000	50,000	50,000
<i>General</i>	0	0	0	50,000	50,000
	0	0	250,000	100,000	100,000
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>Water</i>	18,264	13,017	12,500	15,500	15,500
<i>Beginning Fund Balance</i>	142,326	96,721	93,643	102,500	102,500
<b>TOTAL RESOURCES</b>	<b>\$722,802</b>	<b>\$753,967</b>	<b>\$707,814</b>	<b>\$504,000</b>	<b>\$504,000</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	\$231,132	\$213,675	\$257,233	\$153,061	\$153,061
<i>External Materials &amp; Services</i>	184,296	241,960	104,591	128,129	128,129
<i>Internal Materials &amp; Services</i>					
<i>General</i>	23,027	19,249	6,704	5,805	5,805
<i>Water</i>	87,865	89,058	91,453	100,500	100,500
<i>Printing/Distribution Services</i>	3,886	3,307	7,530	8,369	8,369
<i>Communications Services</i>	12,357	9,225	16,036	19,986	19,986
<i>Fleet Services</i>	4,901	5,546	5,776	6,734	6,734
<i>Insurance &amp; Claims</i>	32,602	45,371	24,417	22,768	22,768
<i>Workers Compensation</i>	89	0	0	6,405	6,405
	164,727	171,756	151,916	170,567	170,567
<i>Capital Outlay</i>	3,023	1,833	2,000	5,000	5,000
<i>Total Bureau Requirements</i>	583,178	629,224	515,740	456,757	456,757
<i>General Operating Contingency</i>	0	0	154,831	0	0
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	42,903	77,788	37,243	47,243	47,243
	42,903	77,788	37,243	47,243	47,243
<i>Unappropriated Ending Balance</i>	96,721	46,955	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$722,802</b>	<b>\$753,967</b>	<b>\$707,814</b>	<b>\$504,000</b>	<b>\$504,000</b>

**BUREAU OF HYDROELECTRIC POWER (637)**

Hydroelectric Power Operating Fund (152)

Department of Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$231,132	\$213,675	\$257,233	\$153,061	\$153,061
<i>External Materials and Services</i>	184,296	241,960	104,591	128,129	128,129
<i>Internal Materials and Services</i>	164,727	171,756	151,916	170,567	170,567
<i>Capital Outlay</i>	3,023	1,833	2,000	5,000	5,000
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$583,178</b>	<b>\$629,224</b>	<b>\$515,740</b>	<b>\$456,757</b>	<b>\$456,757</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b>Total</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>3</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$17,754	\$159,519	\$110,257	\$110,257
<i>General Discretionary</i>		0	0	50,000	50,000
<b>Total Discretionary Resources</b>		<b>\$17,754</b>	<b>\$159,519</b>	<b>\$160,257</b>	<b>\$160,257</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		598,453	343,721	281,000	281,000
<i>Interagency Services</i>		13,017	12,500	15,500	15,500
<b>TOTAL FUNDING</b>		<b>\$629,224</b>	<b>\$515,740</b>	<b>\$456,757</b>	<b>\$456,757</b>
<b><u>PROGRAMS</u></b>					
<i>Hydroelectric Power Administration</i>		\$629,224	\$515,740	\$456,757	\$456,757
<b>TOTAL PROGRAMS</b>		<b>\$629,224</b>	<b>\$515,740</b>	<b>\$456,757</b>	<b>\$456,757</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The 1990-91 Budget for the Hydroelectric Power Operating Fund is \$504,000, which is \$203,814 less than the 1989-90 Revised Budget and includes a total of three positions compared to five in 1989-90. The total budget supports an operating budget of \$456,757 and cash transfer requirements of \$47,243.

The 1990-91 budget reflects the integration of the Bureau of Hydroelectric Power into the Bureau of Water Works as directed by Council during the 1989-90 budget deliberations. The organizational structure for Hydro provides for the retention of the existing operational identity and continued performance of the current functions. The elimination of the Hydropower Manager and Administrative Assistant I position from the 1989-90 staffing level is reflective of the merger as well.

The primary funding source for the Hydroelectric Power Operating Fund are power sale revenues received from Portland General Electric. In 1990-91, projected power sale revenues are approximately \$60,000 less than in 1989-90. The primary reason for the reduction is due to the fact that PGE has been allowed to take credits against power sales revenue due to the City in order to offset other money that is due from the City to PGE. The credits taken by PGE include the following: reconciliation of prebilled administrative costs; debt service on money transferred to the General Fund to finish construction of the Performing Arts Center in the amount of \$251,926 per year; and payments due to the net resolution of issues from the April 3, 1989 Settlement Agreement between PGE and the City totalling approximately \$185,000. The payment is being made in three incremental amounts and the final credit will be taken in 1990-91.

## **BUREAU OF HYDROELECTRIC POWER (637)**

Hydroelectric Power Operating Fund (152)

Department of Public Affairs

*APPROPRIATION SUMMARY*

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### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)**

As a result of the reduction in power sale revenue, the 1990-91 funding level includes a cash transfer from the General Fund in the amount of \$50,000. This action was required to balance the fund. Preliminary analysis of the fund projection for future years indicate that operating requirements for the Hydroelectric Power Operating Fund will continue to exceed the revenue received from Portland General Electric. Therefore, during 1990-91 a comprehensive review of the fund will be conducted and a report presented to Council which will identify alternatives to eliminate future fund deficits.

Further contributing to the reduced funding level is the cash transfer from the Hydroelectric Renewal and Replacement Fund. For 1990-91, the amount of the estimated transfer to the Hydroelectric Operating Fund to support renewal and replacement costs has been reduced by \$200,000 to more accurately reflect the projected requirements.

### **BUREAU PERFORMANCE OBJECTIVES**

The Bureau of Hydroelectric Power identified the following performance objectives for 1990-91:

To provide the Federal Energy Regulatory Commission with all licensing documents and meet all license requirements within the established time limits.

To provide all other Federal and State licensing and permit-issuing agencies with the required documentation within agency-established time limits.

To coordinate closely with Portland General Electric in an effort to maximize power generation potential while observing the limitations of all project licenses, permits, and water quality requirements.

To facilitate a smooth transition as the Bureau of Hydroelectric Power is merged into the Bureau of Water Works in 1990-91.

**BUREAU OF HYDROELECTRIC POWER (637)**

Hydroelectric Power Operating Fund (152)

Department of Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>HYDROELECTRIC POWER ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$629,224	\$515,740	\$456,757	\$456,757
<i>Authorized Full-Time Positions</i>	6.00	5.00	3.00	3.00
<i>Performance/Workload Measures:</i>				
Monthly Inspection of Project	12	12	12	12
Review/Revision/Testing of Emergency Plan	2	2	2	2

The 1990-91 Budget for the Hydroelectric Power Administration program is \$456,757, which is \$58,983 less than the 1989-90 Revised Budget. The reduced funding and staffing level is due to the integration of the Hydro Bureau into the Bureau of Water Works as directed by Council during the 1989-90 budget deliberations. As a result of the merger, the Hydropower Manager and Administrative Assistant I positions were eliminated. The funding level supports the activities which are required for the operation of the Portland Hydroelectric Project and the physical review of the facilities, which are located in the Bull Run watershed. Administrative activities include coordination and interaction with Portland General Electric, four different regulatory agencies and the Trustee for the Hydropower Revenue Bonds.

**BUREAU OF HYDROELECTRIC POWER (637)**

Hydroelectric Power Operating Fund (152)

Department of Public Affairs

**LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$166,800	\$152,049	\$176,458	\$107,752	\$107,752
5120 Part-Time Employees	8,231	7,294	8,195	0	0
5140 Overtime	0	128	500	500	500
5150 Premium Pay	295	234	500	500	500
5170 Benefits	55,806	53,970	71,580	44,309	44,309
<b>Total Personal Services</b>	<b>\$231,132</b>	<b>\$213,675</b>	<b>\$257,233</b>	<b>\$153,061</b>	<b>\$153,061</b>
5210 Professional Services	\$43,828	\$42,867	\$70,500	\$47,629	\$47,629
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	7,275	19,806	10,000	15,000	15,000
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	82,046	121,944	5,000	5,000	5,000
5310 Office Supplies	(109)	501	2,700	2,500	2,500
5320 Operating Supplies	1,695	1,158	4,000	2,500	2,500
5330 Repair & Maintenance Supplies	0	1	5,000	0	0
5340 Minor Equipment	21	0	2,000	1,000	1,000
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	65	2,290	2,391	2,000	2,000
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	2,270	1,282	3,000	2,500	2,500
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	47,205	52,111	0	50,000	50,000
<b>Subtotal External Materials &amp; Services</b>	<b>\$184,296</b>	<b>\$241,960</b>	<b>\$104,591</b>	<b>\$128,129</b>	<b>\$128,129</b>
5510 Fleet Services	\$4,901	5,546	\$5,776	\$6,734	\$6,734
5520 Printing/Distribution	3,886	3,307	7,530	8,369	8,369
5530 Facilities Services	0	0	0	0	0
5540 Communications	12,357	9,225	16,036	19,986	19,986
5550 Data Processing	0	201	1,144	305	305
5560 Insurance	32,691	45,371	24,417	29,173	29,173
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	110,892	108,106	97,013	106,000	106,000
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$164,727</b>	<b>\$171,756</b>	<b>\$151,916</b>	<b>\$170,567</b>	<b>\$170,567</b>
<b>Total Materials &amp; Services</b>	<b>\$349,023</b>	<b>\$413,716</b>	<b>\$256,507</b>	<b>\$298,696</b>	<b>\$298,696</b>
5610 Land	\$0	0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	3,023	1,833	2,000	5,000	5,000
<b>Total Capital Outlay</b>	<b>\$3,023</b>	<b>\$1,833</b>	<b>\$2,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
5730 Cash Transfers - Equipment	\$0	0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$583,178</b>	<b>\$629,224</b>	<b>\$515,740</b>	<b>\$456,757</b>	<b>\$456,757</b>

# BUREAU OF HYDROELECTRIC POWER (637)

Hydroelectric Power Operating Fund (152)

Department of Public Affairs

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
1740	Hydropower Manager	1	48,744	1	54,842	1	53,380	0	0	0	0
3167	Supervising Engineer	1	48,173	1	38,300	1	47,608	1	51,327	1	51,327
3166	Senior Engineer	0	0	0	11,371	0	0	0	0	0	0
3162	Engineering Associate III	0	0	1	0	0	0	0	0	0	0
0819	Administrative Assistant I	0	0	1	1,118	1	26,478	0	0	0	0
0816	Administrative Analyst Tech.	1	22,415	0	14,518	0	0	0	0	0	0
0372	Programmer Analyst-Engineering	0	0	1	8,799	1	30,720	1	35,278	1	35,278
0370	Programmer II	1	28,566	0	20,794	0	0	0	0	0	0
0221	Secretarial Clerk II	1	22,902	1	0	0	0	0	0	0	0
0114	Clerical Specialist	0	0	0	4,507	1	18,272	1	21,147	1	21,147
TOTAL FULL-TIME POSITIONS		5	166,800	6	152,049	5	176,458	3	107,752	3	107,752
<u>LIMITED-TERM POSITIONS</u>											
0372	Programmer Analyst-Engineering	1	14,912	0	0	0	0	0	0	0	0
TOTAL LIMITED-TERM		1	14,912	0	0	0	0	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		6	181,712	6	152,049	5	176,458	3	107,752	3	107,752

**N.W. I-405 RECREATION FUND (111)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Rents &amp; Reimbursements</i>	\$136,831	\$156,435	\$152,505	\$149,200	\$149,200
<i>Miscellaneous Revenues</i>					
<i>Interest On Investments</i>	33,735	49,341	49,000	64,811	64,811
<i>Total Revenue</i>	170,566	205,776	201,505	214,011	214,011
<i>Transfers from Other Funds – Cash</i>					
<i>General Fund</i>	0	51,000	51,000	0	0
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	0	0
<i>Unencumbered</i>	415,748	512,232	624,344	859,727	859,727
<b><u>TOTAL RESOURCES</u></b>	<b>\$586,314</b>	<b>\$769,008</b>	<b>\$876,849</b>	<b>\$1,073,738</b>	<b>\$1,073,738</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	0	0	0	0	0
<i>External Materials and Services</i>	15,091	32,168	35,385	29,053	29,053
<i>Internal Materials and Services</i>					
<i>General</i>	57,157	49,129	58,956	1,946	1,946
<i>Facilities Services</i>	0	0	0	97,972	97,972
<i>Capital Outlay</i>	0	0	0	0	0
<i>Total Bureau Requirements</i>	72,248	81,297	94,341	128,971	128,971
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	781,172	933,431	933,431
<i>Encumbrance Carryover</i>	0	0	0	0	0
<i>Total Contingency</i>	0	0	781,172	933,431	933,431
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	1,834	7,059	1,336	11,336	11,336
<i>Unappropriated Ending Balance</i>	512,232	680,652	0	0	0
<b><u>TOTAL REQUIREMENT</u></b>	<b>\$586,314</b>	<b>\$769,008</b>	<b>\$876,849</b>	<b>\$1,073,738</b>	<b>\$1,073,738</b>

This fund was established in 1983 to maintain properties under the west approach ramps to the Fremont Bridge along the I-405 freeway, and to provide recreational improvements and services to the Northwest neighborhoods. The properties were leased from the State of Oregon in 1974 and improvements were added to make parking available for sub-lease to Northwest businesses. Sublease revenues are dedicated to recreational improvements to mitigate the freeway's impact on neighborhood livability.

This fund will have approximately \$933,000 of contingency funds next year, but the use of which will require a supplemental budget action. State budget law limits the amount of transfers of appropriations out of contingency to 15% of the total adopted fund budget. Based on the 1990-91 budget of \$1,073,738, any requests for contingency transfers above \$161,000 will require a supplemental budget request, a process that the City does twice each year.



**N.W. I-405 RECREATION (210)**

N.W. I-405 Recreation Fund (111)

Public Utilities

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	15,091	32,168	35,385	29,053	29,053
<i>Internal Materials and Services</i>	57,157	49,129	58,956	99,918	99,918
<i>Capital Outlay</i>	0	0	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$72,248</b>	<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$81,297	\$94,341	\$128,971	\$128,971
<i>General Discretionary</i>		0	0	0	0
<b>Total Discretionary Resources</b>		<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b>TOTAL FUNDING</b>		<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>
<b><u>PROGRAMS</u></b>					
<i>Commercial Space</i>		\$0	\$39,741	\$42,991	\$42,991
<i>Operations</i>		0	54,600	85,980	85,980
<i>NW I-405 Recreation</i>		81,297	0	0	0
<b>TOTAL PROGRAMS</b>		<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

This fund was established in 1983 to provide recreational improvements to Northwest Portland neighborhoods to mitigate the impact of the I-405 Freeway. In 1974, the City leased properties from the Oregon Department of Transportation along and under the west approaches to the Fremont Bridge, and improvements were added to provide parking available to northwest businesses. The revenues from the subleased properties are dedicated to recreational improvements.

For 1990-91, the adopted operating budget for this fund totals \$128,971, compared to the current year budget of \$94,341. The increase is due to additional minor capital improvements resulting from vandalism and heavy wear on the leased properties. The improvements needed include: repairs to the irrigation system (damage caused by the weather, mowing equipment, and vandalism) and repairs to the cyclone fencing (damage caused by vehicles running into it and from vandalism.)

Total revenues from leases and interest earnings are estimated at \$214,000 in 1990-91, with the net revenues after expenditures available for recreational improvements. A citizens committee meets regularly to decide the future use of all net revenues available.

**N.W. I-405 RECREATION (210)**

N.W. I-405 Recreation Fund (111)

Public Utilities

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>COMMERCIAL SPACE</u></b>				
<i>Total Expenditures</i>	\$0	\$39,741	\$42,991	\$42,991
<i>Authorized Full-Time Positions</i>				
<i>Performance/Workload Measures:</i>				
Leases Negotiated per Year		N/A	14	14

Provide property management services to the I-405 parking and storage commercial space to maintain a high occupancy rate and to maximize lease income.

<b><u>OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$0	\$54,600	\$85,980	\$85,980
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Services Provided (hours)		1,065	1,065	1,065
Work Orders Completed		10	10	10

Provide services to operate and maintain the I-405 Freeway properties along the west approaches to the Fremont Bridge.

**N.W. I-405 RECREATION (210)****N.W. I-405 Recreation Fund (111)****Public Utilities****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	\$3,000	\$0	\$0	\$0	\$0
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	0	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	0	0	0
5310 Office Supplies	0	0	0	0	0
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	12,091	32,168	35,385	29,053	29,053
<b>Subtotal External Materials &amp; Services</b>	<b>\$15,091</b>	<b>\$32,168</b>	<b>\$35,385</b>	<b>\$29,053</b>	<b>\$29,053</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	0	0	0	0	0
5530 Facilities Services	0	0	0	0	97,972
5540 Communications	0	0	0	0	0
5550 Data Processing	0	0	0	0	0
5560 Insurance	0	0	0	0	0
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	57,157	49,129	58,956	99,918	1,946
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$57,157</b>	<b>\$49,129</b>	<b>\$58,956</b>	<b>\$99,918</b>	<b>\$99,918</b>
<b>Total Materials &amp; Services</b>	<b>\$72,248</b>	<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$72,248</b>	<b>\$81,297</b>	<b>\$94,341</b>	<b>\$128,971</b>	<b>\$128,971</b>

**PARKING FACILITIES OPERATING FUND (159)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Parking Fees</i>	\$2,040,233	\$2,326,188	\$3,090,372	\$3,308,939	\$3,308,939
<i>Rents/Tenant Reimbursement</i>	486,034	664,054	712,941	657,230	657,230
	2,526,267	2,990,242	3,803,313	3,966,169	3,966,169
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	100,550	146,822	110,000	122,178	122,178
<i>Other Miscellaneous Revenues</i>	0	284,555	210,633	0	0
	100,550	431,377	320,633	122,178	122,178
<b>Total Revenue</b>	<b>2,626,817</b>	<b>3,421,619</b>	<b>4,123,946</b>	<b>4,088,347</b>	<b>4,088,347</b>
<i>Transfers from Other Funds – Cash</i>					
<i>General</i>	0	0	0	15,000	15,000
<i>Transportation</i>	0	100,000	0	0	0
	0	100,000	0	15,000	15,000
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	0	299,240
<i>Unencumbered</i>	1,093,474	1,120,871	2,000,648	1,588,752	1,588,752
<b>Total Beginning Fund Balance</b>	<b>1,093,474</b>	<b>1,120,871</b>	<b>2,000,648</b>	<b>1,588,752</b>	<b>1,887,992</b>
<b>TOTAL RESOURCES</b>	<b>\$3,720,291</b>	<b>\$4,642,490</b>	<b>\$6,124,594</b>	<b>\$5,692,099</b>	<b>\$5,991,339</b>
<b><u>REQUIREMENTS</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	1,444,269	1,230,741	1,570,899	1,840,742	1,840,742
<i>Internal Materials and Services</i>					
<i>General</i>	143,296	336,313	991,775	79,818	79,818
<i>Communications Services</i>	1,125	1,295	2,937	1,254	1,254
<i>Insurance and Claims</i>	12,258	14,430	16,616	14,815	14,815
<i>Transportation</i>	0	0	1,400	0	0
<i>Facilities Services</i>	0	0	0	699,278	699,278
<i>Printing &amp; Distribution</i>	2,072	398	0	0	0
	158,751	352,436	1,012,728	795,165	795,165
<i>Capital Outlay</i>	0	185,828	690,000	0	299,240
<i>Cash Transfers–Equipment</i>	0	0	0	0	0
<b>Total Bureau Requirements</b>	<b>1,603,020</b>	<b>1,769,005</b>	<b>3,273,627</b>	<b>2,635,907</b>	<b>2,935,147</b>

# **PARKING FACILITIES OPERATING FUND (159)**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS – Continued</u></b>					
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	36,380	43,111	13,075	23,075	23,075
<i>General Fund Tax Offset</i>	82,614	87,684	92,972	206,073	206,073
<i>Downtown Parking Bd Red</i>	50,614	45,906	44,434	42,000	42,000
<i>Morrison Pk East Bd Red</i>	390,064	383,800	366,850	326,000	326,000
<i>Morrison Pk West Bd Red</i>	333,368	312,336	302,280	287,000	287,000
<i>Old Town Parking Bd Red</i>	3,360	0	69,166	160,000	160,000
<i>Transportation Operating</i>	100,000	0	0	0	0
	996,400	872,837	888,777	1,044,148	1,044,148
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	1,962,190	2,012,044	2,012,044
<i>Encumbrance Carryover</i>	0	0	0	0	0
<i>Total Contingency</i>	0	0	1,962,190	2,012,044	2,012,044
<i>Ending Fund Balance</i>	1,120,871	2,000,648	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$3,720,291</b>	<b>\$4,642,490</b>	<b>\$6,124,594</b>	<b>\$5,692,099</b>	<b>\$5,991,339</b>

**PARKING FACILITIES (712)**

Parking Facilities Operating Fund (159)

Public Utilities

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	1,444,269	1,230,741	1,570,899	1,840,742	1,840,742
<i>Internal Materials and Services</i>	158,751	352,436	1,012,728	795,165	795,165
<i>Capital Outlay</i>	0	185,828	690,000	0	299,240
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,603,020</b>	<b>\$1,769,005</b>	<b>\$3,273,627</b>	<b>\$2,635,907</b>	<b>\$2,935,147</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$1,769,005	\$3,273,627	\$2,620,907	\$2,920,147
<i>General Discretionary</i>		0	0	15,000	15,000
<i>Total Discretionary Resources</i>		\$1,769,005	\$3,273,627	\$2,635,907	\$2,935,147
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b>TOTAL FUNDING</b>		<b>\$1,769,005</b>	<b>\$3,273,627</b>	<b>\$2,635,907</b>	<b>\$2,935,147</b>
<b><u>PROGRAMS</u></b>					
<i>Parking Operations</i>		\$1,575,761	\$2,912,500	\$2,384,915	\$2,449,353
<i>Commercial Space</i>		191,243	325,719	250,992	485,794
<i>Heliport Operations</i>		2,001	35,408	0	0
<b>TOTAL PROGRAM</b>		<b>\$1,769,005</b>	<b>\$3,273,627</b>	<b>\$2,635,907</b>	<b>\$2,935,147</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

Parking Facilities accounts for the operations and maintenance of the City's five publicly-owned parking garages: Third and Alder, Tenth and Morrison, O'Bryant Square, Front and Davis, and Fourth and Yamhill. The Front and Davis garage opened in 1988-89, while the Fourth and Yamhill garage opened in December, 1989. Combined, these five garages provide 2,529 parking spaces for the downtown area, and are self-supporting through \$3,300,000 in parking fee revenue.

The 1990-91 operating budget for Parking Facilities is \$2,935,147, which is a 10.3 percent decrease over the 1989-90 revised budget of \$3,273,627. The large decrease is due to the expenditure of \$1.3 million on capital improvement projects in 1989-90, whereas only \$642,000 is budgeted for 1990-91. Major projects budgeted in 1990-91 include Lighting Improvements (\$245,000), Revenue Control Equipment (\$64,000), Security Improvements (\$55,000), Attendant Booth Improvements (\$28,000), and the completion of a portion of the Front and Davis Retail Space (\$235,000), allowing for the lease of the improved space. A Structural Audit of the garages (\$14,000) will also be performed to determine future improvements necessary.

Funding for 1990-91 expenditures will come from parking fees (\$3,300,000), commercial space rental

## **PARKING FACILITIES (712)**

Parking Facilities Operating Fund (159)

Public Utilities

### ***APPROPRIATION SUMMARY***

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(\$657,000), interest on investments (\$122,000), and a cash transfer from the General Fund to support the annual Pioneer Square Christmas Tree. In February, 1989, City Attorney's Office issued an opinion that the Parking Facilities Fund should not fund activities which promote downtown, due to state law and bond covenants pertaining to parking facilities. Because the Christmas Tree has direct and substantial benefit to the parking garages, the proposed budget splits the cost of the tree equally between the General Fund and the Parking Facilities Fund.

### **PERFORMANCE OBJECTIVES**

The Bureau of General Services submitted no performance objectives pertaining to the Parking Facilities Fund.

## PARKING FACILITIES (712)

### Parking Facilities Operating Fund (159)

#### Public Utilities

#### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PARKING OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$1,575,761	\$2,912,500	\$2,384,915	\$2,449,353
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Gross Parking Revenue per Year	\$2,990,241	\$3,090,372	\$3,308,939	\$3,308,939
Percent of Short-Term Parking				
Third and Alder	65%	75%	80%	80%
Tenth and Morrison	71%	76%	85%	85%
O'Bryant Square	32%	18%	20%	20%
Front and Davis	N/A	31%	40%	40%
Fourth and Yamhill	N/A	N/A	80%	80%

This program provides for the management, operations, security, and promotion of the five publicly-owned parking garages downtown: Third and Alder, Tenth and Morrison, O'Bryant Square, Front and Davis, and Fourth and Yamhill. These garages provide 2,529 parking spaces within the downtown core for both shoppers and visitors. The parking system is managed by the Bureau of General Services, through a contract with the Association for Portland Progress (APP).

#### **COMMERCIAL SPACE**

<i>Total Expenditures</i>	\$191,243	\$325,719	\$250,992	\$485,794
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
Leases Negotiated per Year	10	10	10	10
Gross Lease Revenue per Year	\$664,054	\$712,941	\$657,230	\$657,230
Occupancy Rate	100%	100%	100%	100%

This program provides property management services for all of the commercial space within the City garages via an interagency agreement with the Bureau of General Services. This program budget includes \$154,000 for payment of property taxes on the commercial space. The budget estimates that the garages will generate \$657,000 in gross parking fee revenues in 1990-91.

#### **HELIPORT OPERATIONS**

<i>Total Expenditures</i>	\$2,001	\$35,408	\$0	\$0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
None Submitted				

This program was moved to the Facilities Services Fund for 1990-91. It was the opinion of the City Attorney's Office that state law and parking facilities bond covenants prevented the use of parking facilities revenues being used for any purpose other than operation of the parking garages, including the Heliport.



# **PARKING FACILITIES (712)**

## **Parking Facilities Operating Fund (159)**

### **Public Utilities**

### **LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	\$764,493	\$944,646	\$1,094,593	\$1,349,800	\$1,349,800
5220 Utilities	105,581	120,102	178,827	193,072	193,072
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	6,757	3,573	0	14,250	14,250
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	474,605	49,347	147,579	20,660	20,660
5310 Office Supplies	0	0	0	0	0
5320 Operating Supplies	0	1,700	3,000	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	0	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	92,833	111,373	146,900	262,960	262,960
<b>Subtotal External Materials &amp; Services</b>	<b>\$1,444,269</b>	<b>\$1,230,741</b>	<b>\$1,570,899</b>	<b>\$1,840,742</b>	<b>\$1,840,742</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	2,072	398	0	0	0
5530 Facilities Services	0	0	0	0	699,278
5540 Communications	1,125	1,295	2,937	1,254	1,254
5550 Data Processing	0	0	0	0	0
5560 Insurance	12,258	14,430	16,616	14,815	14,815
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	143,296	336,313	993,175	779,096	79,818
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$158,751</b>	<b>\$352,436</b>	<b>\$1,012,728</b>	<b>\$795,165</b>	<b>\$795,165</b>
<b>Total Materials &amp; Services</b>	<b>\$1,603,020</b>	<b>\$1,583,177</b>	<b>\$2,583,627</b>	<b>\$2,635,907</b>	<b>\$2,635,907</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	690,000	0	234,802
5640 Equipment	0	185,828	0	0	64,438
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$185,828</b>	<b>\$690,000</b>	<b>\$0</b>	<b>\$299,240</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$1,603,020</b>	<b>\$1,769,005</b>	<b>\$3,273,627</b>	<b>\$2,635,907</b>	<b>\$2,935,147</b>

**PARKS SYSTEM IMPROVEMENTS FUND (119)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year Taxes</i>	\$0	\$0	\$2,214,000	\$2,214,000	\$2,195,782
<i>Prior-Year Taxes</i>	0	0	0	110,000	110,000
<i>Total Property Taxes</i>	0	0	2,214,000	2,324,000	2,305,782
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	0	0	85,000	35,000	35,000
<i>Total Revenue</i>	0	0	2,299,000	2,359,000	2,340,782
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	1,200,000	427,691
<i>Unencumbered</i>				433,333	451,551
<i>Total Beginning Fund Balance</i>	0	0	0	1,633,333	879,242
<b><u>TOTAL RESOURCES</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,299,000</b>	<b>\$3,992,333</b>	<b>\$3,220,024</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>External Materials &amp; Services</i>	\$0	\$0	\$285,800	\$73,500	\$330,000
<i>Internal Materials &amp; Services</i>					
<i>General</i>	0	0	163,253	337,516	337,516
<i>Printing/Distribution</i>	0	0	0	0	2,055
<i>Environmental Services</i>	0	0	0	4,000	4,000
<i>Public Art</i>	0	0	0	41,943	41,943
<i>Capital Outlay</i>	0	0	1,416,614	2,232,611	2,403,802
<i>Total Bureau Requirements</i>	0	0	1,865,667	2,689,570	3,119,316
<i>Cash Transfers to Other Funds</i>					
<i>General - Overhead</i>	0	0	0	10,000	10,000
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	433,333	92,763	90,708
<i>Encumbrance Carryover</i>	0	0	0	1,200,000	0
<i>Total Contingency</i>	0	0	433,333	1,292,763	90,708
<i>Unappropriated Ending Balance</i>	0	0	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,299,000</b>	<b>\$3,992,333</b>	<b>\$3,220,024</b>
<b><u>EXPENDITURES - AU 263</u></b>					
<i>External Materials &amp; Services</i>					
<i>5210 Professional Services</i>	\$0	\$0	\$285,800	\$73,500	\$330,000
<i>Internal Materials &amp; Services</i>					
<i>5520 Printing/Distribution</i>	0	0	0	0	2,055
<i>5590 Other Fund Services</i>	0	0	163,253	383,459	383,459
<i>Capital Outlay</i>					
<i>5630 Improvements</i>	0	0	1,416,614	2,232,611	2,403,802
	0	0	1,865,667	2,689,570	3,119,316
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,865,667</b>	<b>\$2,689,570</b>	<b>\$3,119,316</b>

GENERAL DESCRIPTION

This Fund was created based upon voter approval of a Parks System Improvements levy on June 27, 1989. This is a 3-year levy for \$2,433,334 per year, or a total of \$7,300,002, which is dedicated to youth-oriented parks and facility improvements and operation. This is the second year of the three-year levy. Proceeds from the levy will continue to address the following goals:

- Improve or builds facilities that serve youth, such as ball fields and community centers;
- Serves neighborhoods that have a high concentration of youth-at-risk or low income populations;
- Addresses park safety and security;
- Improves maintenance efficiency, especially at high-volume usage.

Total funding from the levy will be directed to \$6,400,000 in improvements and \$900,000 for operational costs.

The total budget for FY 1990-91 is \$3,119,316. The major portion of the budget, \$2,354,109, supports the projects in the Parks System Improvements Levy Capital Improvement Program which are projected to be completed in FY 1990-91. The remaining portion of the budget, \$337,516 supports the operational costs of the CIP projects through an Interagency Service Agreement with the Bureau of Parks and Recreation. Following are the Levy CIP projects to be completed during FY 1990-91: Alarm Systems – installation of security systems at all facilities; Dishman Pool – cover pool and improvements to Dishman Community Center; Harney Park – maintenance; King Park – renovation of playground equipment and replacement of other deteriorating park furniture; Sckavone Stadium – replacement of the Stadium; Columbia Annex – replacement of the irrigation system at the athletic fields; Community Music Center – upgrading the heating, ventilation and air conditioning system, and repaint brick work; Fulton Community Center – upgrade the classroom space; University Park Community Center – upgrade rest rooms; Sellwood Community Center – upgrade wiring, the kitchen and rest rooms; Peninsula Park – improvements to play equipment and provision for a shelter; Irving Park – upgrade security at rest room building; Brooklyn Park – new play equipment and park furniture; Leach Botanical Park Gate and Road – rebuild the gate and rebuild road.

In addition, the Bureau budgeted for the creation of a construction unit to manage all the construction within the Planning section in order to complete the large number of projects. The unit will consist of two Parks Designers to implement the levy-funded improvements, a part-time associate accountant, space rental for levy-funded staff, associated materials and services and an existing public works inspector position. This will allow the Bureau to complete the projects in a timely manner.

The Levy plan provides for operational support for implementation of the improvement projects. The two new projects, Dishman Pool and Harney Park require additional resources to operate. The Parks Bureau has budgeted for a limited-term Recreation I position and capital equipment in order to operate Dishman which is scheduled for completion in May, 1991.

The maintenance of Harney Park requires increased part-time staff and equipment for mowing, litter removal, ball field preparation, irrigation and turf maintenance within the Parks and Natural Resources program.

The other projects listed above involve improvements to existing facilities and require no additional staffing.

**PERFORMANCE OBJECTIVES**

- o The primary consideration of the Bureau of Parks and Recreation for FY 1990-91 is to complete the second-year Levy projects on schedule, in accordance with the Parks Levy prior to the end of FY 1990-91.*

**PORTLAND INTERNATIONAL RACEWAY FUND (156)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Concessions</i>	\$101,184	\$136,169	\$105,000	\$130,000	\$130,000
<i>Rents &amp; Reimbursements</i>	226,368	227,154	220,000	345,000	345,000
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	6,293	10,398	8,198	10,000	10,000
<i>Other Miscellaneous</i>	0	80	0	0	0
<i>Total Revenue</i>	333,845	373,801	333,198	485,000	485,000
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	30,000	75,341
<i>Unencumbered</i>	62,919	129,213	122,107	46,958	46,958
<b>TOTAL RESOURCES</b>	<b>\$396,764</b>	<b>\$503,014</b>	<b>\$455,305</b>	<b>\$561,958</b>	<b>\$607,299</b>
<b><u>REQUIREMENTS</u></b>					
<i>Personal Services</i>	\$150,847	\$152,438	\$212,420	\$217,789	\$217,789
<i>External Materials &amp; Services</i>	66,644	84,813	102,600	155,954	191,005
<i>Internal Materials &amp; Services</i>					
<i>General</i>	2,229	28,533	24,968	21,891	21,891
<i>Sewer System</i>	13,831	3,150	3,150	8,000	8,000
<i>Transportation</i>	3,312	1,000	1,000	1,000	1,000
<i>Printing/Distribution Services</i>	138	547	208	0	0
<i>Communications Services</i>	9,573	8,210	10,166	9,286	9,286
<i>Fleet Services</i>	1,273	1,234	0	188	188
<i>Insurance &amp; Claims</i>	7,964	7,939	10,080	10,938	10,938
<i>Workers Compensation</i>	0	0	0	3,783	3,783
<i>Capital Outlay</i>	800	45,674	51,500	25,000	65,290
<i>Total Bureau Requirements</i>	256,611	333,538	416,092	453,829	529,170
<i>Cash Transfers to Other Funds</i>					
<i>General - Overhead</i>	10,940	25,777	13,847	23,847	23,847
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	25,366	54,282	54,282
<i>Encumbrance Carryover</i>	0	0	0	30,000	0
<i>Total Contingency</i>	0	0	25,366	84,282	54,282
<i>Unappropriated Ending Balance</i>	129,213	143,699	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$396,764</b>	<b>\$503,014</b>	<b>\$455,305</b>	<b>\$561,958</b>	<b>\$607,299</b>

**PORTLAND INTERNATIONAL RACEWAY (608)**

Portland International Raceway Fund (156)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$150,847	\$152,438	\$212,420	\$217,789	\$217,789
<i>External Materials and Services</i>	66,645	84,580	102,600	155,954	191,005
<i>Internal Materials and Services</i>	38,319	50,846	49,572	55,086	55,086
<i>Capital Outlay</i>	800	45,674	51,500	25,000	65,290
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$256,611</b>	<b>\$333,538</b>	<b>\$416,092</b>	<b>\$453,829</b>	<b>\$529,170</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b><i>Total</i></b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$333,538	\$416,092	\$453,829	\$529,170
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$333,538</b>	<b>\$416,092</b>	<b>\$453,829</b>	<b>\$529,170</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$333,538</b>	<b>\$416,092</b>	<b>\$453,829</b>	<b>\$529,170</b>
<b><u>PROGRAMS</u></b>					
<i>PIR Operations</i>		\$333,538	\$416,092	\$453,829	\$529,170
<b><i>TOTAL PROGRAMS</i></b>		<b>\$333,538</b>	<b>\$416,092</b>	<b>\$453,829</b>	<b>\$529,170</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

This budget continues the ongoing operation and maintenance activities at the raceway located at West Delta Park, near I-5. It offers a safe place for groups, clubs and organizations to conduct racing and non-racing vehicle-oriented events. The facility can be rented by any size group for 15% of the gross revenues of the event (with minimums and maximums) or for a flat fee for non-events. The raceway draws over 20,000 participants in raceway driver training sessions, recreational activities and competitive events. Annually, the raceway draws approximately 300,000 spectators at 145 events and is in use nearly 350 days during the year.

Approximately 95% of the total event days of use at PIR are by hobbyists and non-profit groups and individuals. Spectator events such as the Rose Festival Cup Race, the Portland Cart 200, G.I. Joe's Grand Prix, and a professional motorcycle road race are held at the PIR each year.

The budget also includes two Capital Improvement projects. The first project involves a 5- Year Plan recommended by the PIR Task Force which was appointed by the Commissioner- in-Charge. The useful life of the previous "Five-Year Plan" has expired. The new Plan, characterized as a "master plan" includes components, such as physical improvements needed for efficient and safe operation and

## **PORTLAND INTERNATIONAL RACEWAY (608)**

Portland International Raceway Fund (156)

Public Affairs

### ***APPROPRIATION SUMMARY***

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other issues which need to be resolved as part of the PIR Task Force Report Resolution No. 34626. The cost of the new plan is \$50,000.

The PIR 5-Year Plan, CIP and the Noise Barrier Feasibility Study differ in that the FY 1990- 91 CIP projects are items which are needed immediately or items which were identified in the previous 5-year plan. The new PIR 5-Year Plan includes the items listed above. The Noise Barrier Feasibility Study is required by the PIR Task Force Report Resolution and will be part of the new PIR 5-Year Plan. This study involves conducting a feasibility and cost analysis of potential noise barriers and structural noise mitigation measures at PIR. The objective is to control and decrease the impact of noise on the North Portland Community. According to that Resolution, the funds for this study will come from a flat fee assessment on the two noise- variance events, the CART 200 and the IMSA.

The second CIP project involves realignment of the raceway entrance by the State Highway Department as part of the improvements to I-5. The realignment of the entrance is a major change and will necessitate all new fencing to assure safety for both automobile and foot traffic. This project cost is \$25,000 in non-General Fund support.

In addition, non-General Fund support in the form of an Interagency Agreement for \$4,700 with the Bureau of Environmental Services for a higher level of maintenance of the sump pumps at the PIR is included in this budget.

Revenues are projected to be approximately \$50,000 more than FY 1989-90.

### **PERFORMANCE OBJECTIVES**

The performance objectives for the Portland International Raceway during FY 1990-91 include:

- o The Portland International Raceway (PIR) will perform a completion masterplan during FY 1990-91. The PIR will also continue implementation of the recommendations relating to community enhancement, management and noise standards contained in the PIR Task Force Report Resolution No. 34626 during FY 1990-91.

**PORTLAND INTERNATIONAL RACEWAY (608)**

Portland International Raceway Fund (156)

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**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PIR OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$333,538	\$416,092	\$453,829	\$529,170
<i>Authorized Full-Time Positions</i>	3.00	4.00	4.00	4.00
<i>Performance/Workload Measures:</i>				
Number of Event Days	144	144	145	145
Number of People Attending Events	200,000	200,000	225,000	225,000

The program provides a self-sustaining motorsports facility for the recreational use of the community.

Supported by the PIR program are four full-time employees, numerous part-time personnel for clean-up and ticket selling on an as-needed basis. Also, included are two Capital Improvement Projects: 1) the PIR 5-Year Plan and 2) the PIR Fencing in the amount of \$75,000.



# PORTLAND INTERNATIONAL RACEWAY (608)

Portland International Raceway Fund (156)

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## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$81,900	\$74,923	\$113,485	\$121,450	\$121,450
5120 Part-Time Employees	37,257	42,746	45,075	40,800	40,800
5140 Overtime	480	3,149	3,312	0	0
5150 Premium Pay	304	127	0	0	0
5170 Benefits	30,906	31,493	50,548	55,539	55,539
<b>Total Personal Services</b>	<b>\$150,847</b>	<b>\$152,438</b>	<b>\$212,420</b>	<b>\$217,789</b>	<b>\$217,789</b>
5210 Professional Services	\$0	\$0	\$0	\$50,000	\$52,000
5220 Utilities	25,472	21,897	35,000	25,000	29,000
5230 Equipment Rental	1,729	3,949	2,000	15,200	20,004
5240 Repair & Maintenance	9,015	22,343	20,000	20,000	30,850
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	921	2,279	5,000	4,000	5,950
5310 Office Supplies	589	444	700	1,000	1,000
5320 Operating Supplies	12,800	10,227	14,000	10,000	10,000
5330 Repair & Maintenance Supplies	15,345	21,939	18,000	22,000	33,447
5340 Minor Equipment	192	309	500	500	500
5350 Clothing	0	0	0	70	70
5390 Other Commodities	0	0	0	0	0
5410 Education	45	180	0	0	0
5420 Local Travel	0	8	0	0	0
5430 Out-of-Town Travel	0	585	500	1,800	1,800
5440 External Rent	187	0	6,900	6,384	6,384
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	350	420	0	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$66,645</b>	<b>\$84,580</b>	<b>\$102,600</b>	<b>\$155,954</b>	<b>\$191,005</b>
5510 Fleet Services	\$1,272	\$1,234	\$0	\$188	\$188
5520 Printing/Distribution	138	549	208	0	0
5530 Internal Rent	0	0	0	0	0
5540 Communications	9,573	8,210	10,166	9,286	9,286
5550 Data Processing	0	0	74	149	149
5560 Insurance	7,964	7,939	10,080	14,721	14,721
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	19,372	32,914	29,044	30,742	30,742
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$38,319</b>	<b>\$50,846</b>	<b>\$49,572</b>	<b>\$55,086</b>	<b>\$55,086</b>
<b>Total Materials &amp; Services</b>	<b>\$104,964</b>	<b>\$135,426</b>	<b>\$152,172</b>	<b>\$211,040</b>	<b>\$246,091</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	43,484	50,000	25,000	65,290
5640 Equipment	800	2,190	1,500	0	0
<b>Total Capital Outlay</b>	<b>\$800</b>	<b>\$45,674</b>	<b>\$51,500</b>	<b>\$25,000</b>	<b>\$65,290</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$256,611</b>	<b>\$333,538</b>	<b>\$416,092</b>	<b>\$453,829</b>	<b>\$529,170</b>

## Public Affairs

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
4352	Race Track Manager	1	39,594	1	40,236	1	39,810	1	41,475	1	41,475
4351	Race Track Maintenance Specialist	1	27,901	1	28,702	1	27,923	1	29,099	1	29,099
1218	Utility Worker	0	0	0	0	1	24,530	1	28,038	1	28,038
0816	Administrative Analyst Technician	0	0	0	0	1	21,222	1	22,838	1	22,838
0114	Clerical Specialist I	1	14,405	1	5,985	0	0	0	0	0	0

## PUBLIC SAFETY CAPITAL FUND (118)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$0	\$0	\$2,275,000	\$2,275,000	\$2,256,250
<i>Prior Year's Taxes</i>	0	0	0	112,000	112,000
	0	0	2,275,000	2,387,000	2,368,250
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	0	0	96,000	194,000	194,000
<i>Total Revenue</i>	0	0	2,371,000	2,581,000	2,562,250
<i>Beginning Fund Balance</i>			0	2,296,000	2,314,750
<b><i>TOTAL RESOURCES</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,371,000</b>	<b>\$4,877,000</b>	<b>\$4,877,000</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Personal Services</i>	0	0	46,000	60,047	60,047
<i>External Materials &amp; Svcs.</i>	0	0	27,700	13,000	13,000
<i>Internal Materials &amp; Svcs.</i>		0			
<i>Printing &amp; Distribution</i>	0	0	1,300	0	0
<i>Communications</i>	0	0	0	1,809	1,809
<i>Emergency Communications</i>	0	0	0	71,752	71,752
	0	0	1,300	73,561	73,561
<i>Capital Outlay</i>	0	0	500,000	3,785,000	3,785,000
<i>Total Expenditures</i>	0	0	575,000	3,931,608	3,931,608
<i>Fund Requirements</i>					
<i>Transfers to Other Funds – Cash</i>					
<i>General-Overhead</i>	0	0	0	7,205	7,205
<i>General Operating Contingency</i>	0	0	1,796,000	938,187	938,187
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,371,000</b>	<b>\$4,877,000</b>	<b>\$4,877,000</b>

This fund accounts for the revenues and expenses associated with capital improvements to the City's emergency communications systems. These improvements include Enhanced 911, a new Computer-Aided-Dispatch (CAD) system for both Police and Fire, mobile digital terminals, computerized mapping for public safety purposes, an automatic vehicle locator, and management information systems for the bureaus of Police, Fire and Emergency Communications. Funding for these improvements has been provided through voter approval of a serial levy. The gross amount of the levy is \$7.5 million over a three year period. FY 1990-91 is the second year of the levy. The FY 90-91 budget includes funds for the Project Manager, as well as \$1.6 million for Enhanced 911, and \$2.1 million for the new CAD system.

# **PUBLIC SAFETY CAPITAL FUND (118)**

## Public Safety

## *LINE ITEM APPROPRIATIONS*

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$43,000	\$54,101	\$54,101
5120 Part-Time Employees	\$0	\$0	0	0	0
5140 Overtime	\$0	\$0	0	0	0
5150 Premium Pay	\$0	\$0	0	0	0
5170 Benefits	\$0	\$0	3,000	5,946	5,946
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,000</b>	<b>\$60,047</b>	<b>\$60,047</b>
5210 Professional Services	\$0	\$0	\$14,000	\$6,500	\$6,500
5220 Utilities	\$0	\$0	0	\$0	\$0
5230 Equipment Rental	\$0	\$0	0	\$0	\$0
5240 Repair & Maintenance	\$0	\$0	200	\$0	\$0
5280 Local Match Payment	\$0	\$0	0	\$0	\$0
5290 Miscellaneous Services	\$0	\$0	300	\$0	\$0
5310 Office Supplies	\$0	\$0	4,000	\$0	\$0
5320 Operating Supplies	\$0	\$0	0	\$0	\$0
5330 Repair & Maintenance Supplies	\$0	\$0	0	\$0	\$0
5340 Minor Equipment	\$0	\$0	0	\$0	\$0
5350 Clothing	\$0	\$0	0	\$0	\$0
5390 Other Commodities	\$0	\$0	200	\$0	\$0
5410 Education	\$0	\$0	0	\$0	\$0
5420 Local Travel	\$0	\$0	0	\$0	\$0
5430 Out-of-Town Travel	\$0	\$0	9,000	6,500	6,500
5440 External Rent	\$0	\$0	0	0	0
5450 Interest	\$0	\$0	0	0	0
5460 Refunds	\$0	\$0	0	0	0
5470 Retirement	\$0	\$0	0	0	0
5490 Miscellaneous	\$0	\$0	0	0	0
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$0</b>		<b>\$27,700</b>	<b>\$13,000</b>	<b>\$13,000</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	\$0	\$0	1,300	1,809	1,809
5530 Facilities Services	\$0	\$0	0	0	0
5540 Communications	\$0	\$0	0	0	0
5550 Data Processing	\$0	\$0	0	0	0
5560 Insurance	\$0	\$0	0	0	0
5570 Equipment Lease	\$0	\$0	0	0	0
5580 Same Fund Services	\$0	\$0	0	0	0
5590 Other Fund Services	\$0	\$0	0	71,752	71,752
<b>Subtotal Service Reimbursements</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,300</b>	<b>\$73,561</b>	<b>\$73,561</b>
<b>Total Materials &amp; Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,000</b>	<b>\$86,561</b>	<b>\$86,561</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment			500,000	3,785,000	3,785,000
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$3,785,000</b>	<b>\$3,785,000</b>
5730 Cash Transfers-Equipment	0	0	0	0	0
<b>Total Appropriation</b>	<b>0</b>	<b>0</b>	<b>575,000</b>	<b>3,931,608</b>	<b>3,931,608</b>

## REFUSE DISPOSAL FUND (157)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Public Utility/Works Chg</i>	\$199,954	\$244,404	\$316,866	\$630,000	\$630,000
<i>Rents &amp; Reimbursements</i>	283,325	359,791	324,000	324,000	324,000
	483,279	604,195	640,866	954,000	954,000
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	130,316	174,802	100,000	120,000	120,000
<i>Other Miscellaneous</i>	263,116	1,300	0	0	0
	393,432	176,102	100,000	120,000	120,000
<b>Total Revenue</b>	<b>876,711</b>	<b>780,297</b>	<b>740,866</b>	<b>1,074,000</b>	<b>1,074,000</b>
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	0	220,102
<i>Unencumbered</i>	1,609,271	2,016,944	1,850,000	1,901,882	1,901,882
<i>Total Beginning Fund Balance</i>	1,609,271	2,016,944	1,850,000	1,901,882	2,121,984
<b>TOTAL RESOURCES</b>	<b>\$2,485,982</b>	<b>\$2,797,241</b>	<b>\$2,590,866</b>	<b>\$2,975,882</b>	<b>\$3,195,984</b>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$264,765
<i>External Materials &amp; Services</i>	0	279,990	0	0	692,653
<i>Internal Materials &amp; Services</i>					
<i>General Fund</i>	0	0	0	0	22,000
<i>Sewer System Operating</i>	333,749	382,312	568,916	901,196	0
<i>Fleet Services</i>	0	0	0	0	1,767
<i>Communications Services</i>	0	0	0	0	4,748
<i>Printing/Distribution Services</i>	0	0	0	0	68,994
	333,749	382,312	568,916	901,196	97,509
<i>Capital Outlay</i>	0	0	0	0	66,371
<b>Total Bureau Requirements</b>	<b>333,749</b>	<b>662,302</b>	<b>568,916</b>	<b>901,196</b>	<b>1,121,298</b>
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	29,397	15,417	4,570	13,403	13,403
<i>Sewer System</i>	105,893	115,703	115,498	135,930	135,930
	135,290	131,120	120,068	149,333	149,333
<i>General Operating Contingency</i>	0	0	1,901,882	1,925,353	1,925,353
<i>Unappropriated Ending Balance</i>	2,016,943	2,003,819	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$2,485,982</b>	<b>\$2,797,241</b>	<b>\$2,590,866</b>	<b>\$2,975,882</b>	<b>\$3,195,984</b>

**REFUSE DISPOSAL (155)**

Refuse Disposal Fund (157)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$264,765
<i>External Materials and Services</i>	0	279,990	0	0	692,653
<i>Internal Materials and Services</i>	333,749	382,312	568,916	901,196	97,509
<i>Capital Outlay</i>	0	0	0	0	66,371
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$333,749</b>	<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$1,121,298</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	5
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$662,302	\$568,916	\$901,196	\$1,121,298
<i>General Discretionary</i>		0	0	0	0
<b>Total Discretionary Resources</b>		<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$1,121,298</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b>TOTAL FUNDING</b>		<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$1,121,298</b>
<b><u>PROGRAMS</u></b>					
<i>Solid Waste</i>		\$214,130	\$183,937	\$428,532	\$541,151
<i>Recycling</i>		448,172	384,979	472,664	580,147
<b>TOTAL PROGRAMS</b>		<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$1,121,298</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Refuse Disposal Fund manages the City's solid waste and recycling programs, including the issuance of municipal solid waste haulers permits, which requires that haulers provide the opportunity for monthly recycling to each residential customer. This program also administers the City's contract with the Metropolitan Service District for operation of the St. Johns Landfill, which is scheduled to close January 1, 1991.

The 1990-91 Adopted Budget includes all operating expenditures budgeted directly in the Refuse Disposal Fund. In prior years, expenditures were made in the Sewer System Operating Fund, and then reimbursed by the Refuse Disposal Fund. As the City's increases its participation in the area of solid waste and recycling over the coming years, the size and importance of the fund is also expected to increase, making it helpful to track revenues and expenditures separately from the Sewer System operations. In addition, 1990-91 includes \$202,700 for the remediation of the Marathon Oil property, which is a former municipal solid waste disposal site. This amount is in addition to \$400,000 added to the 1989-90 budget, which the Council approved after the effective date of the Revised Budget amounts listed above. The \$220,102 increase over the proposed budget is for the carryover of 1989-90 encumbrances, with the funding for these expenditures coming from encumbered beginning fund balance.

## **REFUSE DISPOSAL (155)**

Refuse Disposal Fund (157)

Public Works

*APPROPRIATION SUMMARY*

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Funding for Refuse Disposal Fund expenditures will come from recycling tonnage fees (proposed to increase from \$1.35 per ton to \$2.36 per ton), landfill lease payments, and solid waste permit hauling permit fees.

### **PERFORMANCE OBJECTIVES**

The Bureau of Environmental Services submitted the following performance objectives for the Refuse Disposal Fund in 1990-91:

#### **Solid Waste**

1. Modify the municipal waste hauler permit fee system to achieve a progressive fee basis.
2. Establish revenue base for environmental remediation of established hazardous waste sites.

#### **Recycling**

3. Increase citizen participation in City-sponsored recycling programs through a neighborhood outreach program and participation in the Metro Waste Reduction Committee.
4. Prepare recommendations on apartment recycling, household containers and alternative solid waste collection approaches.
5. Promote new markets, products or uses for recycled materials through the Yard Debris Reduction Plan, and Metro Solid Waste Reduction program.
6. Complete negotiation to conclude the City's obligation for St. Johns Landfill Closure and End-use Plans.

**REFUSE DISPOSAL (155)**

Refuse Disposal Fund (157)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SOLID WASTE</u></b>				
<i>Total Expenditures</i>	\$214,130	\$183,937	\$428,532	\$541,151
<i>Authorized Full-Time Positions</i>	0	0	0	3
<i>Performance/Workload Measures:</i>				
Landfill End Use Closure Ordinance Filed	NA	NA	1	1

This program is for the effective management of the City's responsibilities in the area of solid waste, including hazardous waste, waste reduction and recycling. This program administers the municipal solid waste hauler permits, manages the contract with the Metropolitan Service District for operation of the St. Johns Landfill, and in conjunction with Metro, will begin development of a final end use plan for the landfill, scheduled to close January 1, 1991.

The 1990-91 budget provides for the current level of solid waste programs, with the exception of an additional \$202,700 for environmental remediation of the Marathon Oil property. The hazardous waste clean-up of this former municipal landfill will be funded by a surcharge on municipal solid waste generated within the region. The three full-time positions were previously accounted for in the Sewer System Operating Fund.

**RECYCLING**

<i>Total Expenditures</i>	\$448,172	\$384,979	\$472,664	\$580,147
<i>Authorized Full-Time Positions</i>	0	0	0	2
<i>Performance/Workload Measures:</i>				
Percent Residential Participation	25%	26%	30%	30%
Percent Multi-Family Residential Unit Served	1%	5%	10%	10%
Percent Recyclable Material Recovered	3%	4%	4%	4%

This program manages the City's various recycling programs, with emphasis on increased education and communication to increase the percentages of participation and recycled materials. The 1990-91 budget continues the Neighborhood Outreach Program, which stresses recycling ethics and opportunities on both an individual and neighborhood level, which results in greater citizen participation in City-sponsored recycling programs. The City will also expand its Apartment Recycling Program, started in 1989-90 under a Metro grant, with the program being funded from recycling tonnage fees. The two positions listed were previously accounted for in the Sewer System Operating Fund.



# REFUSE DISPOSAL (155)

## Refuse Disposal Fund (157)

### Public Works

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$192,137
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	72,628
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$264,765</b>
5210 Professional Services	\$0	\$0	\$0	\$0	\$678,825
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	0	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	0	0	1,287
5310 Office Supplies	0	0	0	0	1,352
5320 Operating Supplies	0	0	0	0	1,400
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	1,252
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	26
5410 Education	0	0	0	0	2,393
5420 Local Travel	0	0	0	0	850
5430 Out-of-Town Travel	0	0	0	0	3,068
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	279,990	0	0	2,200
<b>Subtotal External Materials &amp; Services</b>	<b>\$0</b>	<b>\$279,990</b>	<b>\$0</b>	<b>\$0</b>	<b>\$692,653</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$1,767
5520 Printing/Distribution	0	0	0	0	68,994
5530 Facilities Services	0	0	0	0	0
5540 Communications	0	0	0	0	4,748
5550 Data Processing	0	0	0	0	0
5560 Insurance	0	0	0	0	0
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	333,749	382,312	568,916	901,196	22,000
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$333,749</b>	<b>\$382,312</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$97,509</b>
<b>Total Materials &amp; Services</b>	<b>\$333,749</b>	<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$790,162</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	0	0	0	66,371
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$66,371</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$333,749</b>	<b>\$662,302</b>	<b>\$568,916</b>	<b>\$901,196</b>	<b>\$1,121,298</b>

# REFUSE DISPOSAL (155)

Refuse Disposal Fund (157)

Public Works

## FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Approved FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
1831	Solid Waste Director	0	0	0	0	0	0	0	0	1	46,704
3229	Planner A	0	0	0	0	0	0	0	0	1	34,434
3153	Engineering Associate A	0	0	0	0	0	0	0	0	1	43,953
3133	Project Coordinator	0	0	0	0	0	0	0	0	1	43,953
0221	Secretarial Clerk II	0	0	0	0	0	0	0	0	1	23,093
TOTAL FULL-TIME POSITIONS		0	0	0	0	0	0	0	0	5	192,137

## SEWER SYSTEM OPERATING FUND (151)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
<i>Revenue</i>					
<i>Permits &amp; Licenses</i>					
<i>Sewer Permits</i>	\$96,971	\$101,026	\$81,480	\$75,813	\$75,813
<i>Service Charges – Utility Charges</i>					
<i>Monthly Sewer Charges</i>	24,796,809	26,807,745	30,846,000	36,316,110	36,316,110
<i>Connection Charges</i>	3,201,971	7,069,214	7,729,004	7,746,442	7,746,442
<i>Local Gov't Contracts</i>	0	0	0	0	1,497,226
<i>Other Utility Charges</i>	1,070,764	1,554,175	1,532,015	1,832,461	335,235
<i>Rents &amp; Reimbursements</i>	40,373	39,213	43,023	39,371	39,371
<i>Misc. Service Charges</i>	1,010	1,334	343	3,416	3,416
	29,110,927	35,471,681	40,150,385	45,937,800	45,937,800
<i>Miscellaneous Revenues</i>					
<i>Sales of Equipment</i>	0	3,005	36	0	0
<i>Sales – Miscellaneous</i>	284,569	1,101	415	85,473	85,473
<i>Refunds</i>	2,206	96,064	1,646	1,640	1,640
<i>Interest on Investments</i>	484,070	870,103	227,000	321,835	321,835
<i>Other Miscellaneous Revenues</i>	17,184	7,083	17,957	22,833	22,833
	788,029	977,356	247,054	431,781	431,781
<b>Total Revenue</b>	<b>29,995,927</b>	<b>36,550,063</b>	<b>40,478,919</b>	<b>46,445,394</b>	<b>46,445,394</b>
<i>Transfers from Other Funds – Cash</i>					
<i>Refuse Disposal</i>	105,893	115,703	115,498	135,930	135,930
<i>Federal Grants</i>	0	0	126,000	0	0
<i>Sewer System Construction</i>	1,051,840	1,201,481	1,785,512	1,808,697	35,179,417
<i>Sewer Const. – Encumb. Cap.</i>	0	0	0	0	7,948,601
<i>Sewer Debt Proceeds</i>	32,842	0	0	0	0
<i>Sewer System Rate Stabiliz.</i>	0	0	5,325,000	5,784,042	5,784,042
	1,190,575	1,317,184	7,352,010	7,728,669	49,047,990
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>General</i>	207	5,305	0	0	0
<i>Parks System Improvement</i>	0	0	0	4,000	4,000
<i>Portland International Raceway</i>	13,831	5,459	3,150	8,000	8,000
<i>Refuse Disposal</i>	333,749	382,312	568,916	901,196	0
<i>Transportation Operating</i>	147,242	240,184	308,332	279,114	279,114
<i>Water</i>	4,896	6,865	9,000	15,000	15,000
<i>Sewer System Construction</i>	2,780,636	3,419,456	4,141,068	4,038,868	0
<i>Fleet Operating</i>	179	0	0	0	0
	3,280,740	4,059,581	5,030,466	5,246,178	306,114
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	1,000,000	925,991
<i>Unencumbered</i>	6,445,874	4,675,310	2,671,000	4,366,383	4,366,383
<b>Total Beginning Fund Balance</b>	<b>6,445,874</b>	<b>4,675,310</b>	<b>2,671,000</b>	<b>5,366,383</b>	<b>5,292,374</b>
<b>TOTAL RESOURCES</b>	<b>\$40,913,116</b>	<b>\$46,602,138</b>	<b>\$55,532,395</b>	<b>\$64,786,624</b>	<b>\$101,091,872</b>

# SEWER SYSTEM OPERATING FUND (151)

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b>REQUIREMENTS</b>					
<i>Personal Services</i>	\$11,543,867	\$12,576,946	\$14,104,141	\$16,470,724	\$16,205,959
<i>External Materials and Services</i>	6,843,252	8,818,229	7,025,846	8,277,182	17,038,287
<i>Internal Materials and Services</i>					
<i>General Fund</i>	360,797	321,602	520,608	527,308	505,308
<i>Buildings</i>	0	0	37,228	93,820	93,820
<i>Transportation Operating</i>	5,812,941	6,651,690	7,955,470	9,163,807	9,880,201
<i>Water</i>	1,167,937	1,275,872	1,305,318	1,621,143	1,621,143
<i>LID Construction</i>	155,760	0	0	15,000	15,000
<i>Printing &amp; Distribution</i>	189,678	248,572	302,970	373,108	304,114
<i>Communication Services</i>	223,881	289,149	210,668	204,478	199,730
<i>Fleet Services</i>	259,539	243,542	312,735	418,893	417,126
<i>Insurance &amp; Claims</i>	72,295	61,584	83,151	134,500	134,500
<i>Portland Building</i>	294,431	299,778	303,326	0	0
<i>Facilities Services</i>	0	0	0	471,173	471,173
<i>Workers' Compensation</i>	141,832	238,516	402,286	393,998	393,998
	8,679,091	9,630,305	11,433,760	13,417,228	14,036,113
<i>Capital Outlay</i>	215,728	407,540	834,768	606,464	28,702,887
<i>Cash Transfers-Equipment</i>	14,064	37,085	145,070	70,000	70,000
<i>Total Bureau Requirements</i>	27,296,002	31,470,105	33,543,585	38,841,598	76,053,246
<i>Transfers to Other Funds - Cash</i>					
<i>General Fund</i>	0	540	2,500	0	0
<i>General Fund - Overhead</i>	707,912	1,142,350	1,233,738	1,357,112	1,357,112
<i>General Fund Utility License</i>	1,702,085	2,089,109	2,468,000	2,905,289	2,905,289
<i>Sewer System Debt Redemp.</i>	1,158,588	2,462,659	4,870,980	8,070,770	8,070,770
<i>Sewer System Construction</i>	3,673,220	3,193,765	2,745,457	6,781,711	6,781,711
<i>Sewer System Rate Stabiliz.</i>	1,700,000	4,100,000	5,000,000	0	0
<i>Transportation Operating</i>	0	0	0	0	93,600
	8,941,805	12,988,423	16,320,675	19,114,882	19,208,482
<i>Stores Inventory</i>	0	0	250,000	0	0
<i>Contingency</i>					
<i>General Operating Contingenc</i>	0	0	5,418,135	5,830,144	5,830,144
<i>Encumbrance Carryover</i>	0	0	0	1,000,000	0
<i>Total Contingency</i>	0	0	5,418,135	6,830,144	5,830,144
<i>Unappropriated Ending Balance</i>	4,675,309	2,143,610	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$40,913,116</b>	<b>\$46,602,138</b>	<b>\$55,532,395</b>	<b>\$64,786,624</b>	<b>\$101,091,872</b>

**BUREAU OF ENVIRONMENTAL SERVICES (145)**

Sewer System Operating Fund (151)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$11,543,867	\$12,576,946	\$14,104,141	\$16,470,724	\$16,205,959
<i>External Materials and Services</i>	6,843,252	8,818,229	7,025,846	8,277,182	17,038,287
<i>Internal Materials and Services</i>	8,704,990	9,630,305	11,433,760	13,417,228	14,036,113
<i>Capital Outlay</i>	215,728	407,540	834,768	606,464	28,702,887
<i>Cash Transfers-Equipment</i>	14,064	37,085	145,070	70,000	70,000
<b>TOTAL EXPENDITURES</b>	<b>\$27,321,901</b>	<b>\$31,470,105</b>	<b>\$33,543,585</b>	<b>\$38,841,598</b>	<b>\$76,053,246</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	274	286	297	322	317
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$26,459,524	\$27,199,405	\$32,087,494	\$74,239,206
<i>General Discretionary</i>		0	0	0	0
<b>Total Discretionary Resources</b>		<b>\$26,459,524</b>	<b>\$27,199,405</b>	<b>\$32,087,494</b>	<b>\$74,239,206</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		951,000	1,313,714	1,507,926	1,507,926
<i>Interagency Services</i>		4,059,581	5,030,466	5,246,178	306,114
<b>TOTAL FUNDING</b>		<b>\$31,470,105</b>	<b>\$33,543,585</b>	<b>\$38,841,598</b>	<b>\$76,053,246</b>
<b><u>PROGRAMS</u></b>					
<i>Wastewater Treatment</i>		\$11,249,628	\$11,489,236	\$12,312,023	\$12,497,220
<i>Sewer System Engineering</i>		12,016,674	14,324,487	16,330,890	16,919,640
<i>Business Operations</i>		5,623,332	4,786,607	6,038,909	5,181,043
<i>Customer and Employee Affairs</i>		2,377,160	2,595,492	3,346,125	3,398,889
<i>Environmental Policy Coordination</i>		0	158,739	475,291	515,469
<i>Office of the Administrator</i>		203,311	189,024	338,360	355,989
<i>Capital Improvements</i>		0	0	0	37,184,996
<b>TOTAL PROGRAMS</b>		<b>\$31,470,105</b>	<b>\$33,543,585</b>	<b>\$38,841,598</b>	<b>\$76,053,246</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Environmental Services is responsible for providing sanitary sewage and storm drainage services to approximately 120,000 customer accounts within the City of Portland limits, and another 6,000 accounts outside the City limits. The Bureau's activities are supported through sewer charges, contracts to provide service to other jurisdictions, and reimbursements for services provided to other bureaus. The Bureau's mission is to ensure that wastewater and storm drainage services provided are: available and effective; fiscally and environmentally sound; appropriately balanced among public health, environmental protection, and development; reflect community values; and meet federal, state, and local environmental protection regulations.

The Bureau is engaged in a strategic planning process with the following focus areas: Clean Water, System Reliability, Communications and Public Outreach. The Bureau's budget request has been developed in context of these strategic plan themes, which have also guided the development of program objectives.

## BUREAU OF ENVIRONMENTAL SERVICES (145)

Sewer System Operating Fund (151)

Public Works

### APPROPRIATION SUMMARY

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The 1990-91 Bureau of Environmental Services operating budget is \$76.1 million, compared to the 1989-90 revised budget of \$33.4 million. The majority of the increase, \$37.2 million, is due to a change in the Bureau's accounting procedures regarding capital improvement project expenditures. In prior years, CIP expenditures were recorded in the Sewer Construction Fund. Beginning in 1990-91, the Bureau will track capital expenditures in the Sewer Operating Fund and use cash transfers to and from the Construction Fund to segregate the balances that pertain to capital projects. This accounting procedure is similar to how capital improvements are accounted for in the Water and Transportation Operating Funds. The Bureau is also changing the accounting procedure for solid waste and recycling activities by making expenditures (\$1,121,298) directly out of the Refuse Disposal Fund, instead of the Sewer Operating Fund. Since these activities have an independent source of funding, this change will eliminate any inference that solid waste activities are supported through sewer system rates.

Without these accounting procedure adjustments, the Sewer Operating Fund 1990-91 base operating budget increased by 16.3 percent. There are three main factors which are driving the City's sewer system:

- emerging state and federal regulatory requirements to preserve and enhance surface water quality;
- the need to increase system reliability to reduce the frequency and magnitude of sewage spills;
- continued implementation of the Mid-County Sewer Plan.

The result of these major factors is the need to make a high level of operational and capital investment in the sewer system. To implement these increased requirements, 25 additional positions are included, which will increase the number of full-time employees from 292 (deducting the 5 positions which will be transferred to the Refused Disposal Fund in 1990-91) to 317. The areas of emphasis within the Bureau of Environmental Services requesting additional positions include clean water (3), system reliability (7), mid-county sewer program (2), industrial waste (5), public outreach and environmental education (1), affirmative action (2), budget and CIP management (3), and bureau support (2). These new positions add nearly \$1.6 million in salary and benefits expenditures to the Bureau's budget. Normal increases in salary and benefits costs for existing personnel account for \$800,000 of the budget increase.

Other major changes in the budget include an additional \$1.2 million for sewer line cleaning and repairs, performed through an interagency agreement with the Bureau of Maintenance; additional survey work (\$96,000) and customer billing system services (\$220,000), provided through an interagency agreement with the Bureau of Water; an additional \$428,000 in professional services, which include such areas as stormwater permitting (\$109,500), capital project management and construction assistance (\$130,000), environmental education and communication services (\$86,000), and industrial waste pollution (\$30,000); an additional \$228,000 in expenditures for utilities, the majority of which is for electricity at the wastewater treatment plants; increased office space in the Portland Building (\$105,000); and finally, an additional \$105,000 for operation and maintenance of 3 new fleet vehicles.

The Bureau's budget is funded within the 13.43 percent rate increase approved by Council in July 1989. This will result in a single-family residential rate of \$11.40 per month, compared to the 1989-90 rate of \$10.05 per month).

## **BUREAU OF ENVIRONMENTAL SERVICES (145)**

Sewer System Operating Fund (151)

Public Works

**APPROPRIATION SUMMARY**

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### **PERFORMANCE OBJECTIVES**

The Bureau of Environmental Services has established the following performance objectives for its 1990-91 budget:

#### **Wastewater Operations:**

1. Initiate the maintenance trainee program by September 1, 1990.
2. Install laboratory data management system by June 30 1991.

#### **Sewer System Engineering:**

3. Finalize Fanno Creek plan elements including street improvement standards and development densities by June 30, 1991.
4. Design and begin construction of reliability improvements to major pump stations by June 30, 1991.
5. Implement a computerized maintenance management system for collection facilities by December 31, 1990.

#### **Business Operations:**

6. Complete a study of drainage services by October 1, 1990.
7. Correct all Industrial Waste EPA audit discrepancies and meet all EPA compliance order requirements by January 1, 1991.
8. Develop and implement the first phase of the new federally mandated stormwater pollution control program.

#### **Customer and Employee Affairs:**

9. In conjunction with the Customer Assistance Division, organize a second "connection fair" by December 31, 1990.
10. Complete the Hazard Communication Plan, including written policies and procedures and employee training by June 30, 1991.
11. Draft the training element of Bureau Affirmative Action report and develop a minority career program by June 30, 1991.

#### **Environmental Policy Coordination:**

12. Develop two major environmental education projects that enhance the Bureau's Clean River and Recycling Improvement Programs by June 30, 1991.
13. Develop four major media packages; develop five brochures; and implement four major volunteer opportunities for the Clean Water Program by June 30, 1991.
14. Conduct one public opinion survey to gauge public perceptions about water quality in Portland's rivers and streams by June 30, 1991.

#### **Administration:**

15. Administer two CIP projects, Underground Storage Tank Removal and Asbestos Removal, within schedule and budget by June 30, 1991.

**BUREAU OF ENVIRONMENTAL SERVICES (145)**

Sewer System Operating Fund (151)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>WASTEWATER TREATMENT</u></b>				
<i>Total Expenditures</i>	\$11,249,628	\$11,489,236	\$12,312,023	\$12,497,220
<i>Authorized Full-Time Positions</i>	144.00	141.00	146.00	146.00
<i>Performance/Workload Measures:</i>				
BOD Removed (percent)	88%	90%	90%	90%
BOD Discharged (million pounds)	4.39	4.44	4.44	4.44
Solids Composted (percent)	49%	100%	75%	75%
Solids Composted (dry tons)	4,680	12,000	9,000	9,000
Overtime as a Percent of				
Total Personnel Costs	NA	5.5%	5.0%	5.0%

This program provides treatment of approximately thirty billion gallons of wastewater annually in accord with state and federal regulations. Two wastewater treatment plants, Columbia Boulevard and Tryon Creek, and seventy-five pumping stations are operated within this program. The activities of this program are designed to achieve compliance with federal discharge permits. The 1990-91 budget reflects an emphasis on maintaining reliability of current treatment facilities and capacities, including the addition of five (5) full-time positions.

**SEWER SYSTEM ENGINEERING**

<i>Total Expenditures</i>	\$12,016,674	\$14,324,487	\$16,330,890	\$16,919,640
<i>Authorized Full-Time Positions</i>	88.00	94.00	101.00	101.00
<i>Performance/Workload Measures:</i>				
Additional Sewers Available (miles)	32	59	30	30
New Connection Permits Issued	1,467	2,600	5,000	5,000
Acres Benefitted from				
Completed Storm Drainage Projects	455	512	2,300	2,300
Affirmative Action Hires as				
Percentage of Total New Hires	NA	NA	50%	50%

This program provides engineering planning, design, and construction management services for the Bureau. Specifically, this programs prepares facility plans for all wastewater treatment, pumping and interceptor facilities; develops the Bureau's capital improvement plan (CIP) in cooperation with the Business Operations Program; prepares engineering designs, specifications, and contract documents for all wastewater facilities; inspects and monitors all construction contracts; directs maintenance and repair of the wastewater collection and interceptor system through an interagency service agreement with the Bureau of Maintenance; and manages environmental planning in response to regulatory requirements of state and federal agencies. This program will increase its personnel by seven (7) full-time positions.



**BUREAU OF ENVIRONMENTAL SERVICES (145)**

Sewer System Operating Fund (151)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>BUSINESS OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$5,623,332	\$4,786,607	\$6,038,909	\$5,181,043
<i>Authorized Full-Time Positions</i>	36.00	39.00	48.00	43.00
<i>Performance/Workload Measures:</i>				
Percent Compliance with EPA Order and Au	NA	30%	100%	100%
Percent of HYDRA Data Reliability	95%	96%	97%	97%
Percent of Bond Proceeds Expended	99%	100%	100%	100%
<i>Affirmative Action Hires as</i>				
Percentage of Total New Hires	NA	NA	50%	50%

This program comprises the financial, intergovernmental and regulatory relations, and other business-related activities of the Bureau. The Business Operations program provides financial and policy analysis, legislative liaison services, Bureau accounting and budgeting, and instrumentation and office support services for the Bureau. The 1990-91 Adopted budget reflects the transfer of all solid waste expenditures (\$901,196) and five positions into the Refuse Disposal Fund. This program will increase its personnel by nine (9) full-time positions.

**CUSTOMER AND EMPLOYEE AFFAIRS**

<i>Total Expenditures</i>	\$2,377,160	\$2,595,492	\$3,346,125	\$3,398,889
<i>Authorized Full-Time Positions</i>	16.00	17.00	19.00	19.00
<i>Performance/Workload Measures:</i>				
Hours of Training Provided	NA	1,200	1,500	1,500
Mid-County Sewer Hook-ups	1,166	1,600	4,000	4,000
Safety Net Applications Processed	87	158	225	225
Cost of Safety/Health Fines	\$44,000	\$0	\$0	\$0
<i>Affirmative Action Hires as</i>				
Percentage of Total New Hires	100%	100%	100%	100%

This program is responsible for customer services, including computing and collecting fees and connections charges. This program also includes a customer assistance section, employee development section, and a personnel management section. The Customer and Employee Affairs program seeks to increase its personnel by two (2) positions.

**BUREAU OF ENVIRONMENTAL SERVICES (145)**

Sewer System Operating Fund (151)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ENVIRONMENTAL POLICY COORDINATION</u></b>				
<i>Total Expenditures</i>	\$0	\$158,739	\$475,291	\$515,469
<i>Authorized Full-Time Positions</i>	0.00	3.00	4.00	4.00
<i>Performance/Workload Measures:</i>				
Environmental Education Events Implemente	NA	NA	15	15
Multi-objective Environmental Management Opportunities Identified	NA	NA	4	4

This program provides assistance to the Bureau in the area of communication, public outreach and education, and public and media relations. This program would add one (1) full-time position.

**OFFICE OF THE ADMINISTRATOR**

<i>Total Expenditures</i>	\$203,311	\$189,024	\$338,360	\$355,989
<i>Authorized Full-Time Positions</i>	2.00	3.00	4.00	4.00
<i>Performance/Workload Measures:</i>				
None Submitted				

This program provides central management and coordination of the Bureau's activities. It includes three existing positions, the Sewerage System Administrator, an Administrative Analyst Technician, and an Engineering Technician, and would add a Policy and Program Manager.

**CAPITAL IMPROVEMENTS**

<i>Total Expenditures</i>	\$0	\$0	\$0	\$37,184,996
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
None Submitted				

This program, new for 1990-91, accounts for capital improvement project expenditures previously budgeted within the Sewer Construction Fund. Funding is provided by a cash transfer from the Sewer System Construction Fund. Further explanation about what types of projects budgeted for 1990-91 is available in the narrative for the Sewer System Construction Fund.

**BUREAU OF ENVIRONMENTAL SERVICES (145)****Sewer System Operating Fund (151)****Public Works****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$8,126,852	\$8,554,132	\$9,535,013	\$11,191,137	\$10,999,000
5120 Part-Time Employees	153,578	183,822	239,214	352,137	352,137
5140 Overtime	367,154	467,610	402,051	472,780	472,780
5150 Premium Pay	79,985	86,136	65,897	104,565	104,565
5170 Benefits	2,816,298	3,285,246	3,861,966	4,350,105	4,277,477
<b>Total Personal Services</b>	<b>\$11,543,867</b>	<b>\$12,576,946</b>	<b>\$14,104,141</b>	<b>\$16,470,724</b>	<b>\$16,205,959</b>
5210 Professional Services	\$655,394	\$764,443	\$1,066,886	\$1,761,453	\$9,663,127
5220 Utilities	2,157,365	2,088,903	3,105,025	3,333,112	3,333,112
5230 Equipment Rental	2,229	15,251	6,090	6,525	6,525
5240 Repair & Maintenance	193,679	333,688	222,300	270,809	270,809
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	566,163	320,338	324,726	356,271	429,916
5310 Office Supplies	1,037	(36,926)	56,082	66,344	65,922
5320 Operating Supplies	936,175	903,208	932,818	1,156,422	1,270,343
5330 Repair & Maintenance Supplies	686,986	635,772	619,679	637,115	639,199
5340 Minor Equipment	51,290	98,631	52,830	64,199	105,205
5350 Clothing	21,702	31,345	25,842	29,420	29,420
5390 Other Commodities	(26,744)	(6,260)	5,624	2,841	2,815
5410 Education	39,200	79,048	117,706	146,457	150,719
5420 Local Travel	1,268	1,460	3,695	5,033	4,183
5430 Out-of-Town Travel	27,430	41,046	85,754	88,953	85,885
5440 External Rent	22,902	46,764	50,700	50,700	64,500
5450 Interest	0	108	0	0	0
5460 Refunds	245,193	33,257	40,000	20,000	20,000
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	1,261,983	3,468,153	310,089	281,528	896,607
<b>Subtotal External Materials &amp; Services</b>	<b>\$6,843,252</b>	<b>\$8,818,229</b>	<b>\$7,025,846</b>	<b>\$8,277,182</b>	<b>\$17,038,287</b>
5510 Fleet Services	\$259,538	\$243,542	\$312,735	\$418,893	\$417,126
5520 Printing/Distribution	189,677	248,572	302,970	373,108	304,114
5530 Facilities Services	294,431	299,777	303,326	471,173	471,173
5540 Communications	223,881	289,149	210,668	204,478	199,730
5550 Data Processing	22,534	12,114	35,421	32,094	32,094
5560 Insurance	214,127	300,100	485,437	528,498	528,498
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	7,500,802	8,237,051	9,783,203	11,388,984	12,083,378
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$8,704,990</b>	<b>\$9,630,305</b>	<b>\$11,433,760</b>	<b>\$13,417,228</b>	<b>\$14,036,113</b>
<b>Total Materials &amp; Services</b>	<b>\$15,548,242</b>	<b>\$18,448,534</b>	<b>\$18,459,606</b>	<b>\$21,694,410</b>	<b>\$31,074,400</b>
5610 Land	\$0	\$0	\$0	\$0	\$1,070,664
5620 Buildings	44,060	50,544	15,000	10,000	10,000
5630 Improvements	7,144	367	181,400	0	26,565,159
5640 Equipment	164,524	356,629	638,368	596,464	1,057,064
<b>Total Capital Outlay</b>	<b>\$215,728</b>	<b>\$407,540</b>	<b>\$834,768</b>	<b>\$606,464</b>	<b>\$28,702,887</b>
5730 Cash Transfers - Equipment	\$14,064	37,085	\$145,070	\$70,000	\$70,000
<b>Total Appropriation</b>	<b>\$27,321,901</b>	<b>\$31,470,105</b>	<b>\$33,543,585</b>	<b>\$38,841,598</b>	<b>\$76,053,246</b>

# BUREAU OF ENVIRONMENTAL SERVICES (145)

## Sewer System Operating Fund (151)

### Public Works

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0980	Sewerage System Administrator	1	62,545	1	63,559	1	63,308	1	68,326	1	68,326
4113	Gardener	1	27,500	1	12,011	0	0	0	0	0	0
3355	Urban Projects Coordinator	4	124,928	4	155,055	5	211,573	0	0	0	0
3353	Environmental Impact Analyst	1	29,903	1	2,689	1	30,202	0	0	0	0
3283	Water Laboratory Supervisor	2	65,657	2	66,723	2	66,449	2	71,687	2	71,687
3281	Water Laboratory Tech. (Lead)	1	28,536	1	29,009	1	28,875	1	31,160	1	31,160
3280	Water Laboratory Technician	8	213,780	8	212,076	7	194,026	10	287,443	10	287,443
3271	Graphics Illustrator II	0	0	0	0	1	26,775	1	30,022	1	30,022
3261	Lead Instrument Technician	1	34,517	1	35,186	1	35,070	1	37,839	1	37,839
3260	Instrument Technician	2	49,452	2	43,464	3	100,246	3	108,181	3	108,181
3232	City Planner II	0	0	1	14,358	1	28,184	0	0	0	0
3230	City Planner I	0	0	1	7,538	1	21,133	0	0	0	0
3229	Planner A	0	0	0	0	0	0	1	34,434	0	0
3171	Chief Engineer	2	108,755	2	110,748	2	109,899	4	230,544	4	230,544
3169	Principal Engineer	3	147,699	3	151,664	6	297,809	6	319,363	6	319,363
3167	Supervising Engineer	3	133,411	3	143,025	0	0	0	0	0	0
3166	Senior Engineer	9	366,548	11	419,334	13	578,060	0	0	0	0
3164	Engineer	0	0	0	0	0	0	13	626,100	13	626,100
3163	Engineer Associate B	0	0	0	0	0	0	16	671,326	16	671,326
3162	Engineering Associate III	13	427,468	13	420,811	13	449,306	0	0	0	0
3161	Civil Engineering Associate II	14	453,633	15	534,576	17	638,333	0	0	0	0
3160	Civil Engineering Associate I	4	155,092	3	112,694	2	61,828	0	0	0	0
3156	Mechanical Engr. Assoc. II	1	12,485	1	34,451	1	35,368	0	0	0	0
3154	Chemical Engr. Assoc. II	1	38,672	1	0	1	33,946	0	0	0	0
3153	Engineer Associate A	0	0	0	0	0	0	19	726,737	18	682,784
3151	Public Works Inspector II	4	123,728	5	182,425	5	190,022	6	242,385	6	242,385
3150	Public Works Inspector I	12	386,313	12	404,315	14	473,636	13	476,281	13	476,281
3148	Construction Proj. Coordinator	1	40,872	1	41,530	1	41,371	1	44,647	1	44,647
3147	Senior Engineering Specialist	1	39,426	1	36,383	1	34,965	0	0	0	0
3146	Rates and Charges Supervisor	1	34,462	1	34,396	1	33,946	0	0	0	0
3144	Engineering Specialist	1	32,183	1	32,045	2	58,614	0	0	0	0
3141	Senior Engineering Technician	0	0	0	0	1	32,926	0	0	0	0
3140	Engineering Technician	6	157,033	8	208,024	7	250,496	0	0	0	0
3133	Project Coordinator	0	0	0	0	0	0	6	247,082	5	203,129
3132	Chief Drafting Specialist	1	39,440	1	40,299	1	39,737	1	42,870	1	42,870
3131	Senior Drafting Specialist	5	172,009	7	207,681	10	311,946	0	0	0	0
3130	Drafting Specialist	6	157,421	4	140,052	2	58,614	0	0	0	0
3129	Drafting Technician	0	0	0	0	0	0	11	377,359	11	377,359
3113	Senior Engineering Aide	1	27,007	1	25,354	3	47,632	0	0	0	0
3112	Engineering Aide	4	93,112	4	76,981	4	82,513	0	0	0	0
3108	Technician II	0	0	0	0	0	0	20	627,222	20	627,222
3107	Technician I	0	0	0	0	0	0	9	231,717	9	231,717
3106	Permit Technician I	0	1,338	1	25,099	1	24,587	0	0	0	0
2212	Supervising Field Representative	0	0	1	23,087	1	32,196	1	34,673	1	34,673
2211	Field Representative II	0	0	0	19,777	1	28,153	1	30,705	1	30,705
2210	Field Representative	3	63,262	3	60,797	2	51,820	2	55,446	2	55,446
1831	Solid Waste Director	1	46,164	1	37,273	1	45,531	1	46,704	0	0
1829	Wastewater Operations Director	1	54,673	1	55,521	1	54,949	2	118,568	2	118,568
TOTAL THIS PAGE		119	3,949,024	128	4,220,007	138	4,904,044	152	5,818,821	148	5,649,777

# BUREAU OF ENVIRONMENTAL SERVICES (145)

## Sewer System Operating Fund (151)

### Public Works

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		119	3,949,024	128	4,220,007	138	4,904,044	152	5,818,821	148	5,649,777
1828	Wastewater Opr. Superintendent	1	7,814	1	49,246	1	48,606	1	53,711	1	53,711
1827	Wastewater Maint. Superintendent	1	7,814	1	47,828	1	48,606	1	53,711	1	53,711
1819	Maintenance Analyst	0	0	0	0	1	29,661	1	32,656	1	32,656
1818	Wastewater Operations Manager	3	198,884	3	92,402	2	91,610	4	188,931	4	188,931
1817	Wastewater Maint. Supervisor	3	48,221	4	153,380	4	136,462	3	114,114	3	114,114
1816	Wastewater Opr. Supervisor	6	241,920	6	250,999	4	142,486	4	153,783	4	153,783
1815	Wastewater Opr. Specialist	1	31,105	1	31,613	2	61,059	3	100,614	3	100,614
1813	Wastewater Mechanic II	15	425,084	16	433,669	22	641,978	24	747,770	24	747,770
1812	Wastewater Mechanic I	14	356,781	15	326,137	8	197,581	4	109,461	4	109,461
1811	Wastewater Operator II	33	910,032	31	901,081	36	1,037,476	38	1,195,277	38	1,195,277
1810	Wastewater Operator I	35	907,042	35	830,195	28	709,887	23	629,400	23	629,400
1809	Wastewater Mechanic Trainee	0	0	0	0	0	0	4	96,505	4	96,505
1775	Water Analysis Supervisor	0	0	0	0	1	42,827	1	40,853	1	40,853
1520	Maintenance Machinist	1	28,967	1	29,490	1	29,321	1	31,637	1	31,637
1457	Supervising Electrician	1	36,467	1	37,905	1	36,853	1	39,768	1	39,768
1455	Electrician Foreman	0	0	0	0	0	0	1	40,159	1	40,159
1453	Electrician	3	89,564	3	112,272	6	197,581	7	252,423	7	252,423
1443	Painter	1	28,967	1	29,509	1	29,321	2	63,274	2	63,274
1331	Dredge Operator II	1	29,099	1	29,460	1	29,321	0	0	0	0
1330	Dredge Operator I	1	24,919	1	25,563	1	25,353	0	0	0	0
1313	Automotive Equipment Opr. III	3	86,989	3	80,472	2	54,737	2	59,067	2	59,067
1218	Utility Worker	1	24,397	1	24,858	0	0	0	0	0	0
0950	Assistant Financial Analyst	0	20,280	1	26,210	1	27,630	1	31,597	1	31,597
0943	Economist II	0	0	0	31,961	1	37,658	1	44,947	1	44,947
0923	Records Management Technician	0	0	0	0	0	0	1	28,254	1	28,254
0873	Neighborhood Assoc. Coordinator	1	9,705	1	28,692	1	29,621	1	33,958	1	33,958
0852	Loss Control Officer	1	22,519	1	37,104	1	39,451	1	43,910	1	43,910
0847	Communications Svcs. Director	1	19,868	1	33,909	1	34,558	1	37,752	1	37,752
0833	Senior Financial Analyst	1	2,364	0	0	0	0	0	0	0	0
0828	Senior Management Analyst	1	19,944	1	34,278	2	72,567	3	122,466	3	122,466
0827	Management Analyst	1	31,886	2	35,633	1	34,645	1	37,383	1	37,383
0819	Administrative Assistant I	2	55,895	2	58,977	2	58,470	2	56,639	2	56,639
0816	Administrative Analyst Tech.	0	0	0	0	1	22,065	1	24,616	1	24,616
0650	Training & Development Officer	1	31,799	1	15,048	1	32,024	1	36,776	1	36,776
0548	Administrative Svcs. Director	1	42,203	1	47,578	3	136,058	3	150,032	3	150,032
0545	Administrative Svcs. Officer II	1	44,450	1	45,243	0	0	0	0	0	0
0544	Administrative Svcs. Officer I	0	0	0	0	0	0	1	35,106	1	35,106
0517	Utilities Accountant	1	38,242	1	39,000	1	38,570	1	40,603	1	40,603
0516	Principal Accountant	1	38,109	1	38,719	1	38,570	1	41,612	1	41,612
0515	Senior Accountant	1	18,047	1	27,716	1	28,749	1	31,008	1	31,008
0514	Associate Accountant	0	0	0	0	0	0	1	22,530	1	22,530
0510	Accounting Assistant	1	21,107	1	21,990	1	21,899	1	23,636	1	23,636
0413	Stores System Manager	0	0	0	0	0	0	1	37,036	1	37,036
0412	Stores Supervisor II	1	33,598	1	42,026	1	33,988	0	0	0	0
0410	Storekeeper	2	28,673	2	49,965	2	51,724	3	81,217	3	81,217
0345	Word Processing Operator I	1	17,110	1	21,791	1	21,704	1	23,419	1	23,419
TOTAL THIS PAGE		262	7,928,889	273	8,341,926	284	9,254,721	305	10,806,432	301	10,637,388

# BUREAU OF ENVIRONMENTAL SERVICES (145)

Sewer System Operating Fund (151)

Public Works

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		262	7,928,889	273	8,341,926	284	9,254,721	305	10,806,432	301	10,637,388
0222	Secretarial Assistant	1	23,841	1	22,585	1	22,920	1	24,741	1	24,741
0221	Secretarial Clerk II	3	53,801	3	56,234	3	60,709	3	65,443	2	42,350
0220	Secretarial Clerk I	5	80,703	6	95,197	5	95,701	5	104,679	5	104,679
0115	Supervising Clerk	0	0	0	0	0	0	1	25,457	1	25,457
0114	Clerical Specialist	3	39,618	3	38,189	4	100,962	6	124,385	6	124,385
NEW	Environmental Educator	0	0	0	0	0	0	1	40,000	1	40,000
				</							

## STREET LIGHTING FUND (113)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
Revenue					
Property Taxes					
Current Year Property Taxes	\$6,162,530	\$0	\$6,458,877	\$6,700,000	\$6,700,000
Prior Year Property Taxes	359,725	470,587	100,000	400,000	400,000
	6,522,255	470,587	6,558,877	7,100,000	7,100,000
Miscellaneous Revenues					
Interest on Investments	997,743	1,092,238	450,000	650,000	650,000
Other Misc. Revenues	4,085	12,820	20,000	20,000	20,000
	1,001,828	1,105,058	470,000	670,000	670,000
Total Revenue	7,524,083	1,575,645	7,028,877	7,770,000	7,770,000
Beginning Fund Balance	11,642,478	13,860,501	6,885,761		
Encumbered	0	0	0	15,000	28,991
Unencumbered	0	0	0	8,452,465	8,452,465
Total Beginning Fund Balance	11,642,478	13,860,501	6,885,761	8,467,465	8,481,456
<b>TOTAL RESOURCES</b>	<b>\$19,166,561</b>	<b>\$15,436,146</b>	<b>\$13,914,638</b>	<b>\$16,237,465</b>	<b>\$16,251,456</b>
<b>REQUIREMENTS</b>					
Bureau Requirements					
Personal Services	\$0	\$0	\$0	\$0	\$0
External Materials & Services	(63,376)	(69,017)	0	0	28,991
Internal Materials & Services					
General	3,816	0	0	0	0
Transportation Operating	4,532,429	4,220,233	4,890,166	4,700,774	4,700,774
Transportation Construction	412,741	2,331,695	2,424,956	3,167,995	3,167,995
	4,948,986	6,551,928	7,315,122	7,868,769	7,868,769
Capital Outlay	0	0	0	0	0
Total Bureau Requirements	4,885,610	6,482,911	7,315,122	7,868,769	7,897,760
Contingency					
General Operating Contingency	0	0	1,000,000	1,000,000	1,000,000
Encumbrance Carryover	0	0	0	15,000	0
Total Contingency	0	0	1,000,000	1,015,000	1,000,000
Transfers to Other Funds - Cash					
General - Overhead	0	80,817	34,720	44,720	44,720
Transportation Operating	375,000	312,933	182,903	181,491	181,491
Transportation Construction	43,000	45,150	55,941	122,313	122,313
Capital Replacement Fund	0	0	326,934	331,820	331,820
Printing/Distribution	2,450	0	0	0	0
	420,450	438,900	600,498	680,344	680,344
Other Requirements-St. Lts. Stock	0	0	26,250	26,250	26,250
Unappropriated Ending Balance	13,860,501	8,514,335	4,972,768	6,647,102	6,647,102
<b>TOTAL REQUIREMENTS</b>	<b>\$19,166,561</b>	<b>\$15,436,146</b>	<b>\$13,914,638</b>	<b>\$16,237,465</b>	<b>\$16,251,456</b>

Activity in the Street Lighting Fund is supported by the revenues generated by the \$.49 per \$1,000 of assessed valuation levy approved by the voters on March 28, 1989. The Street Lighting Levy provides approximately \$7.0 million annually for the three year life of the levy. The Budget includes \$6.7 million in current year property tax and \$.4 million in prior year property tax receipts. In addition, the 1990-91 budget includes a projected beginning fund balance of \$8,452,465 which will be used to support planned street and parks lighting programs during the course of the levy. The \$1.6 million increase in the beginning fund balance is due to the actual 1989-90 beginning fund balance being \$8,514,335 or \$1,628,574 more than anticipated. The 1989-90 budgeted beginning fund balance assumed a lower level of revenue than actually realized, service reimbursement expenditures of 100%, as well as appropriation/expenditure of the \$.9 million contingency. The funding level also anticipates a fund balance of \$2.0 million at the end of the three-year levy to provide sufficient resources for the cost of discontinuing street light service in the event a permanent funding source is not in place or to make a smooth transition if a new funding source is in place.

The operating and capital construction expenditures described below are consistent with the Street Lighting Levy. Of the total Budget, \$7,868,769 represents service reimbursements to the Transportation Operating and Construction Funds to support operating and capital improvement costs associated with street lighting. Service reimbursements to the Transportation Operating Fund total \$4.7 million and supports appropriation associated with the administration/operation of the street lighting system in the Bureau of Traffic Management and the Office of the Director. The interagency agreement with Traffic Management includes \$4.1 million for street and park lighting utility costs which include power, maintenance and operating expenditures. The remaining \$600,000 provides for administration costs associated with the street lighting system, installation and implementation of an outdoor street lighting lab, and further development of the Intergraph system.

The service reimbursement to the Transportation Construction totals \$3,167,995 and supports the FY 90-91 Street Lighting Capital Improvement Program. Significant projects within the CIP package include \$1.0 million for street lighting projects in the Oregon Convention Center/Lloyd District area and \$1.0 million for lighting of public access roads and pedestrian pathways within the City Park system. In addition, \$300,000 is identified to fund street lighting projects done in conjunction with the City's economic development efforts. The remaining capital improvement projects provide for rehabilitation and conversion of 100 twin ornamental mercury vapor lights on high voltage series circuits to high pressure sodium vapor lamps on parallel circuits, purchase and conversion of street lights in annexed areas, and street light installations both inside and outside the Central Business District.

The 1990-91 Budget also includes a \$331,820 cash transfer to the Street Light Capital Replacement Fund. This fund was established to set aside funds to pay for the anticipated capital requirements necessary to replace the luminaries at the end of their expected lifespan.



**STREET LIGHTING (332)**

Street Lighting Fund (113)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	(43,175)	(17,175)	0	0	28,991
<i>Internal Materials and Services</i>	4,948,986	6,551,927	7,315,122	7,868,769	7,868,769
<i>Capital Outlay</i>	0	0	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$4,905,811</b>	<b>\$6,534,752</b>	<b>\$7,315,122</b>	<b>\$7,868,769</b>	<b>\$7,897,760</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	0	0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$6,534,752	\$7,315,774	\$7,868,769	\$7,897,760
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$6,534,752</b>	<b>\$7,315,774</b>	<b>\$7,868,769</b>	<b>\$7,897,760</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<b><i>TOTAL FUNDING</i></b>		<b>\$6,534,752</b>	<b>\$7,315,774</b>	<b>\$7,868,769</b>	<b>\$7,897,760</b>

**PROGRAMS**

Program activity supported by the Street Lighting Fund appears in the Bureau of Traffic Management.

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

Please refer to Fund Summary for description of activity level in the Street Lighting Fund

**STREET LIGHTING (332)**

Street Lighting Fund (113)

Public Works

**LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	(\$7,596)	(\$4,682)	\$0	\$0	\$0
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	(528)	(72)	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	0	0	0	0
5310 Office Supplies	0	0	0	0	0
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	(29,660)	(12,421)	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	(5,391)	0	0	0	28,991
5410 Education	0	0	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	0	0	0	0	0
<b>Subtotal Direct Materials &amp; Services</b>	<b>(\$43,175)</b>	<b>(\$17,175)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,991</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	0	0	0	0	0
5530 Internal Rent	0	0	0	0	0
5540 Communications	0	0	0	0	0
5550 Data Processing	0	0	0	0	0
5560 Insurance	0	0	0	0	0
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	4,948,986	6,551,927	7,315,122	7,868,769	7,868,769
<b>Subtotal Service Reimbursements</b>	<b>\$4,948,986</b>	<b>\$6,551,927</b>	<b>\$7,315,122</b>	<b>\$7,868,769</b>	<b>\$7,868,769</b>
<b>Total Materials &amp; Services</b>	<b>\$4,905,811</b>	<b>\$6,534,752</b>	<b>\$7,315,122</b>	<b>\$7,868,769</b>	<b>\$7,897,760</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	0	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$4,905,811</b>	<b>\$6,534,752</b>	<b>\$7,315,122</b>	<b>\$7,868,769</b>	<b>\$7,897,760</b>

# TRANSPORTATION OPERATING FUND (112)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
<i>Revenue</i>					
<i>Licenses and Permits</i>					
Construction Permits	\$309,901	\$344,813	\$249,800	\$309,645	\$309,645
Other Permits	24,334	25,001	6,850	6,850	6,850
	334,235	369,814	256,650	316,495	316,495
<i>Service Charges &amp; Fees</i>					
Public Utility/Works Charges	395,939	294,272	648,069	492,500	492,500
Inspection Fees	15,430	15,569	13,000	43,000	43,000
Parking Fees	51,162	52,574	52,500	52,500	52,500
Miscellaneous	30,305	24,353	14,000	15,000	15,000
	492,836	386,768	727,569	603,000	603,000
<i>State Sources</i>					
State of Oregon Cost Sharing	107,911	117,027	114,000	114,000	114,000
<i>Local Government Sources</i>					
Multnomah County Cost Sharing	8,126,560	9,760,750	10,818,611	12,552,470	12,552,470
Local Cost Sharing	13,082	78,690	38,308	361,000	20,000
LID Payments Unbonded	244,393	242,049	564,469	564,469	564,469
	8,384,035	10,081,489	11,421,388	13,477,939	13,136,939
<i>Miscellaneous Revenues</i>					
Sales-Miscellaneous	7,894	1,060	32,516	98,000	98,000
Refunds	12,657	5,878	5,600	5,600	5,600
Interest on Investments	341,651	343,013	375,000	500,000	500,000
Other Misc. Revenues	66,470	126,484	811,705	933,154	933,154
	428,672	476,435	1,224,821	1,536,754	1,536,754
<b>Total Revenue</b>	<b>9,747,689</b>	<b>11,431,533</b>	<b>13,744,428</b>	<b>16,048,188</b>	<b>15,707,188</b>
<i>Transfers from Other Funds - Cash</i>					
General	6,430,053	5,052,052	3,469,805	3,460,805	3,460,805
Auto Port Fund	825,000	500,000	90,000	88,755	88,755
Transportation Construction	0	10,813,676	15,035,378	16,761,906	16,761,906
Trans Const Overhead in Lieu	0	0	0	583,872	583,872
Parking Facilities Fund	100,000	0	0	0	0
Parking Meter	4,500,000	4,785,000	5,226,017	6,367,186	6,367,186
Federal & State Grants	23,051	63,744	190,729	88,952	88,952
State Tax Street	9,743,000	11,730,544	13,273,542	17,054,315	17,054,315
Street Light Overhead in Lieu	375,000	312,933	182,903	181,491	181,491
Sewer System Construction	0	300,000	187,007	93,600	93,600
Sewage Disposal Operating	0	0	0	0	0
	21,996,104	33,557,949	37,655,381	44,680,882	44,680,882

## TRANSPORTATION OPERATING FUND (112)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES – continued</u></b>					
<i>Transfers from Other Funds – Svc. Reimb.</i>					
General	69,772	64,042	92,324	61,043	61,043
Auto Port Operating	104,373	109,682	116,422	128,719	128,719
Parking Facilities	195	0	1,400	0	0
PIR Operating	3,312	1,784	1,000	1,000	1,000
Sewer System Operating	5,994,599	6,651,692	7,955,470	9,163,807	9,880,201
Street Lighting	4,532,429	4,220,233	4,890,166	4,700,774	4,700,774
Water	614,926	626,055	722,141	767,557	767,557
Sewer System Construction	755,135	626,322	740,140	716,394	0
Transportation Construction	2,928,468	0	0	0	0
Fleet Operating	1,039	0	0	0	0
LID Construction	0	44,708	0	0	0
Golf Operating	1,760	1,316	0	0	0
HCD Block Grant Fund	55,465	53,625	56,194	73,126	73,126
	15,061,473	12,399,459	14,575,257	15,612,420	15,612,420
<i>Intra-Fund Agency Reimbursable</i>	2,159,532	2,061,486	2,885,494	3,357,552	3,357,552
<i>Beginning Fund Balance</i>	3,072,595	1,936,479	1,852,284	0	0
Encumbered	0	0	0	5,000,000	5,052,973
Unencumbered	0	0	0	878,311	583,201
<i>Total Beginning Fund Balance</i>	3,072,595	1,936,479	1,852,284	5,878,311	5,636,174
<b>TOTAL RESOURCES</b>	<b>\$52,037,393</b>	<b>\$61,386,906</b>	<b>\$70,712,844</b>	<b>\$85,577,353</b>	<b>\$84,994,216</b>

**REQUIREMENTS***Bureau Requirements*

Personal Services	\$24,430,342	\$25,429,602	\$29,536,582	\$31,824,387	\$31,824,387
External Materials & Services	10,057,336	15,718,074	17,973,749	21,112,791	24,280,393
<i>Internal Materials &amp; Services</i>					
General	228,021	570,585	985,383	2,078,614	2,078,614
Sewer System Operating	147,242	240,184	308,332	279,114	279,114
Water	111,780	123,608	126,990	92,150	92,150
LID Construction	0	0	0	132,900	132,900
Printing/Distribution Operating	265,720	290,355	368,472	409,806	409,806
City Equipment Acquisition	104,439	192,952	228,452	209,190	209,190
Communications Services	369,245	404,720	383,888	419,030	451,790
Fleet Operating	3,855,023	3,661,663	4,010,774	4,511,224	4,443,023
Insurance & Claims Operating	301,292	244,092	251,463	354,580	354,580
Facilities Operating	715,285	726,815	734,809	760,843	760,843
Workers' Comp. Operating	749,269	865,591	1,120,849	1,007,324	1,007,324
	6,847,316	7,320,565	8,519,412	10,254,775	10,219,334

**TRANSPORTATION OPERATING FUND (112)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS – continued</u></b>					
<i>Capital Outlay</i>	898,192	3,584,857	5,239,474	4,050,480	5,489,572
<i>Equipment Cash Transfers</i>					
<i>Communications Services</i>	2,003	13,000	0	17,100	17,100
<i>Printing/Distribution</i>	6,500	0	0	0	0
<i>Fleet Operating</i>	201,988	3,500	25,000	10,000	10,000
	210,491	16,500	25,000	27,100	27,100
 <i>Intra-Fund Agency Credits</i>	 2,159,532	 2,061,486	 2,885,494	 3,357,552	 3,357,552
 <i>Total Bureau Requirements</i>	 44,603,209	 54,131,084	 64,179,711	 70,627,085	 75,198,338
 <i>Contingency</i>	 0	 0	 1,634,930	 0	 0
<i>General Operating Contingency</i>	0	0	0	1,989,609	1,712,315
<i>Encumbrance Carryover</i>	0	0	0	5,000,000	0
<i>Total Contingency</i>	0	0	1,634,930	6,989,609	1,712,315
 <i>Transfers to Other Funds – Cash</i>					
<i>General-Overhead</i>	2,047,255	1,823,023	2,232,185	2,381,332	2,381,332
<i>Sewer System Operating</i>	0	0	0	0	0
<i>Parking Facilities</i>	0	100,000	0	0	0
<i>State Tax Street</i>	0	478,138	0	0	0
<i>Parking Meter</i>	0	404,963	0	0	0
<i>LID Construction</i>	336,751	0	0	0	0
<i>Transportation Construction</i>	3,113,699	2,588,930	2,566,018	5,479,327	5,479,327
	5,497,705	5,395,054	4,798,203	7,860,659	7,860,659
 <i>Other Requirements-Inventory Inc.</i>					
<i>Public Works Stock</i>	0	0	100,000	100,000	222,904
 <i>Unappropriated Ending Balance</i>	 1,936,479	 1,860,768	 0	 0	 0
 <b><u>TOTAL REQUIREMENTS</u></b>	 <b>\$52,037,393</b>	 <b>\$61,386,906</b>	 <b>\$70,712,844</b>	 <b>\$85,577,353</b>	 <b>\$84,994,216</b>

The Transportation Operating Fund supports the four Transportation appropriation units: the Office of the Transportation Director, which provides central direction, resource development and planning services for the overall organization; the Bureau of Traffic management, which provides management of the traffic system and street lighting; the Bureau of Maintenance, which maintains the City's transportation and sewer system infrastructure; and the Bureau of Transportation Engineering which provides development and capital construction related technical and management services.

## TRANSPORTATION OPERATING FUND (112)

## FUND SUMMARY

The primary funding source for the Bureaus within the Transportation Operating Fund is referred to as Transportation Fund Discretionary or General Transportation Revenues. These funds are comprised of transfers from the State Street Tax and Parking Meter funds, City/County road agreement revenues and the transfer from the General Fund of utility franchise fees. Other discretionary resources include cost recovery charges and grant or contract receipts which are accounted for in the Transportation Construction Fund and subsequently transferred to the Operating Fund to support specific capital projects.

The 1990-91 Budget for the Transportation Operating Fund is \$85,577,353, which is \$14,864,50 more than the 1989-90 Revised Budget. Of this \$14.8 million increase, approximately \$9.8 million reflects anticipated increases in both discretionary and non-discretionary revenues. The remaining \$5.0 million represents the estimated amount of outstanding encumbrances at year-end which will be technically adjusted and incorporated into the Adopted Budget once the actual carryover amount has been determined.

Resources from the State Street Tax Fund reflect an increase of \$3.78 million from the 1989-90 transfer of \$13.3 million. The increased state tax street revenues are due to the vehicle registration fee increase passed by the 1989 State Legislature, fuel tax/weight mile increases effective in January, 1990 and 1991, and the accrual of the June, 1991 payment. The accrual of this payment provides consistency to the City's recognition of gas tax revenues collected through the City/County Agreement with Multnomah County. Also, additional revenue of \$1.7 million is projected to be received from Multnomah County through the City/County Agreement as a result of the amended Intergovernmental Agreement and the increase in fuel tax and vehicle registration fees.

For purposes of the 1990-91 Budget, the resources associated with \$1.5 million accrual are appropriated in the Transportation Operating and Construction Funds general operating contingency pending the development of a comprehensive City-wide Accrual Policy. Upon the adoption of this policy, at which time this accrual action will conform with the policy, the necessary adjustments will be made to re-appropriate the funds to support transportation related expenditures.

Resources from the Parking Meter Funds reflect an increase of \$1.1 million, of which \$700,000 represents increased parking citation receipts as a result of the proposed parking fine schedule. During 1989-90 the Portland Office of Transportation issued a Parking Fine Report and subsequently recommended the existing fine schedule be increased 100%. The fine increases were recommended to District Court by City Council in March, 1989 and upon District Court approval will be implemented prior to the end of 1989-90. The City of Portland has historically received approximately \$1.0 million annually from this source and based upon the level of increase will generate an additional \$700,000 in 1990-91. The remaining \$400,000 reflects a revised projection of parking meter revenues which consistently have exceeded the budgeted level.

Finally, service reimbursement revenue received from the Bureau of Environmental Services reflects an increase of approximately \$1.2 million. Of this amount, \$460,000 is due to inflation, \$400,000 represents the annual value of street cleaning services to the sewer and drainage systems, and the remaining \$400,000 supports additional fleet and waste disposal costs.

On the requirement side, the Transportation Operating Fund supports the operating and capital improvement budgets for the Bureaus of Traffic Management, Maintenance, Transportation Engineering and the Office of the Transportation Director. Bureau requirements for 1990–91 total \$70,268,269, which is \$6.09 million more than 1989–90 of which \$3.7 is due to inflation. The balance of the increase is attributable to increased staffing levels in the Bureaus of Maintenance, Traffic Management and Transportation Engineering, external and services costs associated with the proposed Transit Program of \$1.9 million and increased service reimbursements for Parks lighting (\$990,000), Fleet (\$550,450) and Insurance and Claims (\$103,117). At the fund level, the cash transfer to the Transportation Construction Fund reflects an increase of \$2.9 million primarily due to transit-related capital improvement projects. In addition, the general operating contingency includes an appropriation of \$5.0 million which represents the estimated amount of outstanding encumbrances at year-end which will be re-appropriated in the Adopted Budget once the actual requirements have been determined.

Following are highlights of the services supported by the 1990–91 Budget:

Transit/Regional Rail Initiative – the Budget dedicates the general fund transfer of \$3,460,805 to transit and regional rail capital improvement projects.

Columbia Corridor Economic Development Initiative – the Budget includes \$2.3 million of local match dollars for the Airport Way and Marine Drive capital improvement projects and \$1.2 million of local match dollars for transportation improvements in the Rivergate Industrial District.

#### Oregon Convention Center Transportation Improvements

Alternative Transportation Programs – continued expansion of the City's network of bicycle routes through the development of three new bicycle corridors in Northeast Portland.

Parking Meter Upgrade Program – the funding level includes \$409,000 for the first year costs of this project which will replace existing mechanical meter mechanisms with new electronic mechanisms. Total conversion will be phased in over a three-year period at a total cost of approximately \$1.3 million.

Maintenance Recycling/Waste Reduction Initiatives – the Budget includes \$700,000 to incorporate material separation and recycling facilities to generate reusable products and reduce the amount of material disposed of in limited use and general purpose landfills.

Neighborhood Traffic Management Program – eleven projects will be continued or initiated during 1990–91 to address traffic impacts on local streets.

Terwilliger Bridge – this project will replace the existing Terwilliger Blvd Bridge over the I– 5 freeway with a new overpass structure.

Street Cleaning Benefit Allocation – the interagency agreement with the Bureau of Environmental Services includes \$800,000 which represents the combined value of street cleaning activities performed by the Bureau of Maintenance on water quality and drainage.

Crosswalk Markings – the funding level includes \$123,500 for the first year of a four year project to mark all crosswalks at signalized locations.

Street Lighting Improvements – the Budget includes \$1.0 million for the street lighting in the Oregon Convention Center District and \$1.0 million for public access roads and pedestrian pathways within the City's park system.

**OFFICE OF THE DIRECTOR OF TRANSPORTATION (157)**

Transportation Operating Fund (112)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$1,244,487	\$1,453,345	\$1,802,275	\$1,928,722	\$1,928,722
<i>External Materials and Services</i>	235,413	274,525	928,828	2,706,503	2,772,069
<i>Internal Materials and Services</i>	262,644	304,227	428,587	778,240	778,240
<i>Capital Outlay</i>	13,041	54,164	63,180	2,700	16,407
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$1,755,585</b>	<b>\$2,086,261</b>	<b>\$3,222,870</b>	<b>\$5,416,165</b>	<b>\$5,495,438</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	31	32	37	37	37
<i>General Fund Discretionary</i>	0	0	0	4.88	4.88
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$1,748,363	\$2,907,991	\$2,514,517	\$2,593,790
<i>General Discretionary</i>		0	0	2,691,326	2,691,326
<b><u>Total Discretionary Resources</u></b>		<b>\$1,748,363</b>	<b>\$2,907,991</b>	<b>\$5,205,843</b>	<b>\$5,285,116</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		2,859	0	0	0
<i>Contracts</i>		791	28,198	20,000	20,000
<i>Interagency Services</i>		334,248	286,681	190,322	190,322
<b><u>TOTAL FUNDING</u></b>		<b>\$2,086,261</b>	<b>\$3,222,870</b>	<b>\$5,416,165</b>	<b>\$5,495,438</b>
<b><u>PROGRAMS</u></b>					
<i>Director</i>		\$451,307	\$513,171	\$752,193	\$758,129
<i>Resources</i>		1,050,588	1,091,088	1,063,573	1,100,860
<i>Planning</i>		584,366	1,618,611	3,600,399	3,636,449
<b><u>TOTAL PROGRAM</u></b>		<b>\$2,086,261</b>	<b>\$3,222,870</b>	<b>\$5,416,165</b>	<b>\$5,495,438</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Office of the Transportation Director's 1990-91 Budget is \$5,495,438 which is \$2,272,568 more than 1989-90 and maintains the existing staffing level of 37. The programs within the Office of the Director include Resources, Planning and the Director. The increase from 1989-90 is attributable to the appropriation of \$2.7 million of the \$3,460,805 general fund transfer to the Transportation Operating Fund in the Director's Office. In 1989-90, the general fund transfer was appropriated in the Bureaus of Maintenance and Traffic Management to support street preservation/cleaning, sidewalk preservation and neighborhood traffic management programs. For 1990-91, the general fund transfer is dedicated to transit and regional rail initiatives. The budget provides funding for Portland's top two transportation priorities: the construction of the Westside Light Rail (\$1,250,000) and development of a framework for the Regional Rail Program (\$750,000).

The \$1,250,000 allocated for the Westside Light Rail project will complete preliminary engineering and final environmental impact statement analysis on the light rail alignment between downtown Portland and Washington County, as well as examine surface and tunnel alignment options between downtown and Highway 217.



## OFFICE OF THE DIRECTOR OF TRANSPORTATION (157)

Transportation Operating Fund (112)

Public Works

### APPROPRIATION SUMMARY

The \$750,000 appropriated for the Regional Rail Program supports a planning, site acquisition and station area development package to examine the light rail transit corridors within the City. In addition to the corridor studies the Regional Rail package includes a downtown element to examine the Mall light rail alignment or a subway option. The rail corridors include: Northern corridor to Clark County, Washington, Southern corridor to Milwaukie/Oregon City, I-205 corridor airport to Clackamas Town Center, Southwest corridor along Barbur to Tigard-Tualatin, Macadam Corridor to Lake Oswego, and Vintage Trolley/Central City Trolley.

The remaining transit and regional rail initiatives funded by the general fund transfer include the North Transit Mall Extension (\$465,000), North Corridor/Transit Corridor Development Corporation (\$221,382) and the Portland Transfers and Mall Related Match (\$62,423). Additional capital improvement projects managed by the Office of the Director include the Sunset Highway, I-405 Reconnaissance and the Sellwood and Ross Island Bridge studies.

Resources that support the Office of the Transportation Director's 1990-91 Approved Budget include the following: general transportation revenues, \$5,285,116, of which \$2,619,326 represents the general fund transfer, service reimbursements, \$190,322 and contract revenue, \$20,000.

### BUREAU PERFORMANCE OBJECTIVES

The Office of the Transportation Director identified the following as the top priority projects for 1990-91:

**Westside LRT/Highway Project** -- This project is the region's and the City's top priority transit corridor and is essential to providing access for central city Portland and relieving traffic infiltrations in Portland neighborhoods. The intended objectives for 1990-91 are selection of a specific project alternative and completion of a financial package.

**Regional Rail Program** -- This city program is intended to study and advocate for the LRT system and for individual corridors through work with interested groups and individuals, as well as other governments. The intended objectives for 1990-91 include continued work on the north corridor with the Albina Community Plan, including work on coordinated development opportunities, and completion of the Barbur Corridor system evaluation.

**Arterials Streets Classification Policy** -- This policy is the transportation component of the Comprehensive Plan, of which the second update was initiated in 1989-90. The intended objective is completion of the update and identification of future issues and projects.

**Legislative Agenda** -- Monitor and implement the City's 1991 Federal and State legislative agenda, including the Federal Surface Transportation Act.

**City-wide IBIS Implementation** -- Complete the integration of IBIS into Transportation's administrative and financial systems.

**Revenue Development** -- Complete the Cost of Services Study and the second phase of the regional transportation funding package.

**Transportation Management and Planning System** -- Implement the first year of the Maintenance System, design work program and budget for Operations and Capital System.

**OFFICE OF THE DIRECTOR OF TRANSPORTATION (157)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>DIRECTOR</u></b>				
<i>Total Expenditures</i>	\$451,307	\$513,171	\$752,193	\$758,129
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	3.00	3.00	3.00	3.00
<i>Performance/Workload Measures:</i>				
Number of Bureaus Administered	4	4	4	4

The 1990-91 Budget for the Director's program is \$758,129 or \$244,958 more than 1989-90. The funding level provides for the overall management and policy guidance for the other two program areas in the Director's Office and the Bureaus of Maintenance, Traffic Management, and Transportation Engineering. The increase over 1989-90 reflects the consolidation of the existing computer-related appropriations in the Resources and Planning programs into the Director's program, as well as reallocation of Bureau-wide computer-related appropriation.

<b><u>RESOURCES</u></b>				
<i>Total Expenditures</i>	\$1,050,588	\$1,091,088	\$1,063,573	\$1,100,860
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	17.00	18.00	17.00	17.00
<i>Performance/Workload Measures:</i>				
Number of Staff to Total Office of Transportation Personnel	2.7%	2.7%	2.7%	2.7%

The 1990-91 Budget for the Resources program is \$1,100,860 or \$9,772 more than 1989-90 and continues to maintain the current service level. Program activities include financial and administrative management, involvement in intergovernmental and constituency relations, urban services analysis, production of the annual Transportation Status and Condition Report and cost-of-service analysis for the Transportation bureaus and the Street Light Fund.

<b><u>PLANNING</u></b>				
<i>Total Expenditures</i>	\$584,366	\$1,618,611	\$3,600,399	\$3,636,449
<i>General Fund Discretionary Expenditures</i>	0	0	2,691,326	2,691,326
<i>Authorized Full-Time Positions</i>	12.00	16.00	17.00	17.00
<i>Performance/Workload Measures:</i>				
Land Use Cases Reviewed	666	650	752	752
Public Meetings Attended or Conducted	N/A	N/A	260	260

The 1990-91 Budget for the Planning program is \$3,636,449 or \$2,017,838 more than 1989-90. The increase in the funding level reflects the inclusion of the costs associated with the regional rail and transit initiatives. Other program activities include project development on priority projects and transportation analysis on public development projects in the Central City and Columbia Corridor. In addition, the budget also provides support staff for the Arterial Street Classification Policy Update which is the transportation support element to the City's Comprehensive Plan and is on a five-year update cycle.

# OFFICE OF THE DIRECTOR OF TRANSPORTATION (157)

## Transportation Operating Fund (112)

### Public Works

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$869,664	\$987,455	\$1,184,519	\$1,296,151	\$1,296,151
5120 Part-Time Employees	71,153	79,840	116,050	110,068	110,068
5140 Overtime	4,014	10,118	11,851	9,332	9,332
5150 Premium Pay	1,485	1,550	2,200	0	0
5170 Benefits	298,171	374,382	487,655	513,171	513,171
<b>Total Personal Services</b>	<b>\$1,244,487</b>	<b>\$1,453,345</b>	<b>\$1,802,275</b>	<b>\$1,928,722</b>	<b>\$1,928,722</b>
5210 Professional Services	\$174,473	\$178,999	\$785,741	\$856,208	\$911,012
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	1,400	2,845	0	0	0
5240 Repair & Maintenance	588	830	6,200	2,468	2,468
5280 Local Match Payment	0	0	60,273	1,738,491	1,738,491
5290 Miscellaneous Services	15,454	42,678	16,900	11,731	12,731
5310 Office Supplies	1,738	6,602	10,600	11,015	11,015
5320 Operating Supplies	8,699	10,215	9,200	8,556	18,318
5330 Repair & Maintenance Supplies	0	0	300	309	309
5340 Minor Equipment	1,431	832	400	3,455	3,455
5350 Clothing	50	0	0	0	0
5390 Other Commodities	516	340	1,000	1,055	1,055
5410 Education	10,426	10,845	10,200	25,055	25,055
5420 Local Travel	2,299	2,726	4,314	6,664	6,664
5430 Out-of-Town Travel	6,705	11,773	22,400	35,996	35,996
5440 External Rent	95	128	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	11,539	5,712	1,300	5,500	5,500
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$235,413</b>	<b>\$274,525</b>	<b>\$928,828</b>	<b>\$2,706,503</b>	<b>\$2,772,069</b>
5510 Fleet Services	\$4,464	\$6,527	\$5,505	\$12,504	\$12,504
5520 Printing/Distribution	16,936	27,361	30,339	59,351	59,351
5530 Facilities Services	127,002	128,546	104,271	142,470	142,470
5540 Communications	22,228	23,812	20,383	24,746	24,746
5550 Data Processing	0	0	0	0	0
5560 Insurance	1,555	431	16,233	57,732	57,732
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	26,064	19,375	94,757	312,504	312,504
5590 Other Fund Services	64,395	98,175	157,099	168,933	168,933
<b>Subtotal Service Reimbursements</b>	<b>\$262,644</b>	<b>\$304,227</b>	<b>\$428,587</b>	<b>\$778,240</b>	<b>\$778,240</b>
<b>Total Materials &amp; Services</b>	<b>\$498,057</b>	<b>\$578,752</b>	<b>\$1,357,415</b>	<b>\$3,484,743</b>	<b>\$3,550,309</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	13,041	54,164	63,180	2,700	16,407
<b>Total Capital Outlay</b>	<b>\$13,041</b>	<b>\$54,164</b>	<b>\$63,180</b>	<b>\$2,700</b>	<b>\$16,407</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$1,755,585</b>	<b>\$2,086,261</b>	<b>\$3,222,870</b>	<b>\$5,416,165</b>	<b>\$5,495,438</b>

# OFFICE OF THE DIRECTOR OF TRANSPORTATION (157)

Transportation Operating Fund (112)

Public Works

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0914	Director of Transportation	1	65,944	1	63,607	1	63,308	1	65,541	1	65,541
3359	Sr Urban Projects Coord	0	0	0	0	1	42,962	1	45,278	1	45,278
3356	Trans. Urban Services Coord	1	41,207	2	62,111	2	83,823	2	85,433	2	85,433
3270	Graphics Illustrator I	0	0	0	0	1	15,300	1	27,165	1	27,165
3247	Transportation Revenue Coord	1	42,612	1	35,893	1	42,113	1	44,658	1	44,658
3236	Chief Planner	1	44,163	1	44,871	1	44,702	1	46,259	1	46,259
3234	City Planner III	6	193,447	6	253,573	7	248,939	0	0	0	0
3232	City Planner II	2	59,422	2	55,980	4	112,028	0	0	0	0
3231	Planner B	0	0	0	0	0	0	7	282,202	7	282,202
3230	City Planner I	1	24,282	1	15,340	1	22,178	0	0	0	0
3229	Planner A	0	0	0	0	0	0	6	175,126	6	175,126
3227	Transportation Modeling Spec	1	30,198	1	27,238	1	29,023	1	29,952	1	29,952
3171	Chief Engineer	0	0	0	0	0	0	0	0	0	0
1252	Parking Meter Revenue Inv	1	35,118	1	38,301	1	12,801	0	0	0	0
0913	Trans. Planning & Finance Admin.	1	0	0	0	0	0	0	0	0	0
0900	Staff Assistant	0	4,680	0	0	0	0	0	0	0	0
0833	Senior Financial Analyst	1	35,192	1	38,059	1	38,702	1	41,558	1	41,558
0827	Management Analyst	2	45,711	2	47,138	2	67,297	2	71,111	2	71,111
0826	Asst Mgmt Analyst	0	3,798	0	0	0	0	1	26,457	1	26,457
0819	Administrative Assistant I	0	0	0	0	0	0	0	0	0	0
0816	Administrative Analyst Tech	0	0	0	0	1	23,899	0	0	0	0
0548	Administrative Services Dir	0	0	1	34,501	1	47,481	1	49,546	1	49,546
0545	Administrative Svcs Off II	1	42,067	1	44,853	1	44,893	2	87,973	2	87,973
0544	Administrative Svcs Off I	1	2,523	1	0	1	38,740	0	0	0	0
0515	Senior Accountant	0	0	1	26,811	1	28,749	1	29,744	1	29,744
0514	Associate Accountant	3	65,482	2	47,963	2	49,842	2	54,444	2	54,444
0510	Accounting Assistant	1	21,107	1	21,937	1	21,899	1	22,672	1	22,672
0345	Word Processing Operator I	0	0	1	19,925	1	21,703	1	22,464	1	22,464
0222	Secretarial Assistant	1	22,475	1	23,003	0	0	0	0	0	0
0221	Secretarial Clerk II	3	42,466	2	42,252	2	40,339	2	43,224	2	43,224
0220	Secretarial Clerk I	0	5,511	0	0	0	0	0	0	0	0
0114	Clerical Specialist	2	42,259	2	44,099	2	43,798	2	45,344	2	45,344
TOTAL FULL-TIME POSITIONS		31	869,664	32	987,455	37	1,184,519	37	1,296,151	37	1,296,151

**BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$15,122,181	\$15,544,404	\$17,223,389	\$18,395,217	\$18,395,217
<i>External Materials and Services</i>	5,344,462	7,937,443	7,279,005	8,266,153	8,680,157
<i>Internal Materials and Services</i>	5,390,266	5,703,721	5,927,740	6,324,178	6,255,977
<i>Capital Outlay</i>	275,358	224,006	407,504	655,851	632,134
<i>Cash Transfers-Equipment</i>	0	0	0	8,300	8,300
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$26,132,267</b>	<b>\$29,409,574</b>	<b>\$30,837,638</b>	<b>\$33,649,699</b>	<b>\$33,971,785</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b><i>Total</i></b>	<b>424</b>	<b>421</b>	<b>422</b>	<b>428</b>	<b>428</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$21,669,658	\$18,506,480	\$22,661,346	\$23,324,432
<i>General Discretionary</i>		0	2,923,611	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$21,669,658</b>	<b>\$21,430,091</b>	<b>\$22,661,346</b>	<b>\$23,324,432</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	59,750	0	0
<i>Contracts</i>		0	0	341,000	0
<i>Interagency Services</i>		7,739,916	9,347,797	10,647,353	10,647,353
<b><i>TOTAL FUNDING</i></b>		<b>\$29,409,574</b>	<b>\$30,837,638</b>	<b>\$33,649,699</b>	<b>\$33,971,785</b>
<b><u>PROGRAMS</u></b>					
<i>Street Preservation</i>		\$9,656,429	\$8,688,499	\$9,317,881	\$9,628,942
<i>Traffic Maintenance</i>		4,104,656	4,460,634	4,840,695	4,880,434
<i>Street Cleaning</i>		3,857,088	4,658,378	5,182,552	3,936,797
<i>Sidewalk Preservation and Safety</i>		1,853,887	2,208,200	2,228,964	2,228,964
<i>Structural Maintenance</i>		1,593,755	1,722,241	1,752,953	1,762,859
<i>Emergency Services</i>		102,881	465,092	484,209	484,209
<i>Sewer Maintenance</i>		5,109,227	5,809,201	6,363,812	6,405,810
<i>Support and Administration</i>		3,131,651	2,825,393	3,478,633	4,643,770
<b><i>TOTAL PROGRAM</i></b>		<b>\$29,409,574</b>	<b>\$30,837,638</b>	<b>\$33,649,699</b>	<b>\$33,971,785</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Maintenance is responsible for inspecting, cleaning, maintaining and repairing all transportation-related infrastructure within the City of Portland. The infrastructure encompasses streets (which includes the Transit Mall and Light Rail Corridor), sidewalks, curbs, traffic signals/signs, sewers, bridges, stairways, and retaining walls.

The 1990-91 Budget for the Bureau of Maintenance is \$33,971,785 which is approximately \$3.1 million more than the 1989-90 Revised Budget, and includes six additional positions. Of the \$3.1 million increase, \$1.9 million is attributable to increased costs for personal services and materials and services due to inflation. The funding level maintains the existing service level in the following programs: Street Preservation, Traffic Maintenance, Sidewalk Preservation and Safety, Structural Maintenance, Emergency Services and Sewer Maintenance. Whereas, enhanced service levels are reflected in the Street Preservation and Support and Administration programs. During 1990-91 the Bureau of

## **BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

### **APPROPRIATION SUMMARY**

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#### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)**

Maintenance will be implementing two new initiatives which include a recycling/waste reduction program and initial development of a Maintenance Tracking System.

The associated costs for the waste reduction/recycling program is approximately \$400,000 of which \$98,000 will be supported by cost recovery revenues. The reduction/recycling program provides for the incorporation of materials separation and recycling facilities to generate reusable products and reduce the amount of material disposed of in limited use and general purpose landfills. The Bureau creates and collects 80,000 tons of concrete, street debris, leaves and asphalt waste, which in 1989-90 cost approximately \$150,000 to dispose of these materials, although due to escalating disposal fees could potentially cost \$1.5 million per year. Four new positions are included in the funding level to assist with the asphalt and concrete recycling operations: two Construction Equipment Operator II's and two Automotive Equipment Operator II's. The Bureau estimates annual cost avoidance will amount to \$650,000 immediately, and may exceed \$2.0 million by 1993.

The other new program initiative is the initial development of a Maintenance Tracking System for all transportation infrastructure carries a cost of \$100,000 which supports two additional positions: a Management Analyst and an Engineer Associate. The Maintenance Tracking system will define the minimum acceptable condition for the following components of the transportation infrastructure: pavement (including bike paths), curbs/corners/sidewalks, street lights, traffic control devices and signs, parking control signs, meters and landscaping in the right-of-way.

Street Preservation activity for 1990-91 will reduce the paving backlog by 26 miles, from 494 miles, or \$35.5 million in value (projected July, 1990 backlog) to 468 miles, or \$34.5 million in value. This work includes 50 miles of slurry seal and 53 miles of asphalt overlay. An additional 3 miles of rehabilitation/reconstruction is funded in the Bureau of Transportation Engineering.

The Bureau of Maintenance's 1990-91 Budget is supported by the following resources: general transportation revenues of \$23,324,432 which includes cost recovery revenues of \$1,187,469, service reimbursements of \$10,647,353, of which approximately \$8.6 million is from Environmental Services. The service reimbursement from the Bureau of Environmental Services includes \$800,000 which represents the annual value of street cleaning services to the sewer and drainage system. This amount includes an increase of \$400,000 over 1989-90 and is based upon analysis done by an outside consultant which assessed the benefit to the sewer and drainage system.

#### **BUREAU PERFORMANCE OBJECTIVES**

The Bureau of Maintenance identified the following performance objectives for 1990-91:

Meet or exceed the approved work plan in each program, within budget authority.

Cut in half the volume of waste from maintenance activities that must be disposed of in general purpose landfills.

Implement equipment maintenance contracts for sweepers and vactors by July 1, 1990, and evaluate the cost effectiveness of these contracts by January 1991.

Increase the number of minority employees from 43 to 55, and the number of women employees in operations from 13 to 23.

Develop and implement an effective bureau-wide program to reduce the risk of on-the-job use of drugs and alcohol.

**BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>STREET PRESERVATION</u></b>				
<i>Total Expenditures</i>	\$9,656,429	\$8,688,499	\$9,317,881	\$9,628,942
<i>General Fund Discretionary Expenditures</i>	0	1,486,757	0	0
<i>Authorized Full-Time Positions</i>	93.0	95.0	97.0	97.0
<i>Performance/Workload Measures:</i>				
Surface Repair (Sq. Yds.)	279,545	54,000	145,250	145,250
Base Repair (Sq. Yds.)	55,960	49,500	68,250	68,250
Patching (Sq. Yds.)	144,508	170,055	154,170	154,170
Shoulder Maintenance (Miles)	55	189	168	168
Slurry Sealing (Miles)	28	50	50	50
Chip Sealing (Miles)	4	10	17	17
Resurfacing (Miles)	55	57	53	53
Major Rehab/Reconstruction (Miles)	13	0	0	0

The City of Portland is responsible for maintaining 1,609 miles of fully improved streets and 169 miles of partially improved streets. The 1990-91 funding level for the Street Preservation program maintains the current service level which provides for the preservation of the street system through routine maintenance, rejuvenation, resurfacing, and rehabilitation/reconstruction. The level of activity in these four areas is determined by the Pavement Management System (PMS) which identifies and prioritizes all street maintenance projects based on visual inspection and structural testing. The activity level for 1990-91 will reduce the paving backlog by 26 miles, from 494 miles, or \$35.5 million in value (projected July 1990 backlog) to 468 miles, or \$34.5 million in value. This work includes 50 miles of slurry seal and 53 miles of asphalt overlay. An additional 3 miles of rehabilitation/reconstruction is funded in the Bureau of Transportation Engineering.

**TRAFFIC MAINTENANCE**

<i>Total Expenditures</i>	\$4,104,656	\$4,460,634	\$4,840,695	\$4,880,434
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	54.0	54.0	54.0	54.0
<i>Performance/Workload Measures:</i>				
Signal Repairs	5,824	34,626	38,390	38,390
Scheduled Controller Maintenance	5	15	15	15
Parking Meter Repairs	45,182	20,450	20,450	20,450
IAA Work Orders	2,056	7,039	7,039	7,039
Pavement Marks	5,971,899	4,368,000	4,608,370	4,608,370
Crosswalk Markings	0	0	90	90

The objective of the Traffic Maintenance program is to ensure the safe movement of vehicular and pedestrian traffic through the maintenance of 923 signalized intersections, 1,615 crosswalks, 24,800 traffic control signs, 36,800 parking control signs, 5,800 parking meters, 4,000 street lights, and 66,000 street signs. Activities within this program area for 1990-91 include 17,360 sign repairs, 31,365 signal repairs, 2,880 miles of pavement striping and service to 5,800 parking meters. In addition, in response to citizen requests for improved pedestrian guidance the Bureau projects remarking 90 crosswalk intersections.

**BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>STREET CLEANING</u></b>				
<i>Total Expenditures</i>	\$3,857,088	\$4,658,378	\$5,182,552	\$3,936,797
<i>General Fund Discretionary Expenditures</i>	0	1,376,854	0	0
<i>Authorized Full-Time Positions</i>	62.0	61.0	62.0	62.0
<i>Performance/Workload Measures:</i>				
Residential Sweeping	20,003	30,000	28,940	28,940
Arterial Sweeping	19,279	23,400	21,424	21,424
CBD Sweeping	10,573	10,920	10,400	10,400
Leaf Removal	7,831	9,000	9,000	9,000
Trash, Cans Emptied	121,551	75,000	108,712	108,712
Turf/Brush Cut, Miles	1,362	1,100	1,155	1,155

The funding level for the Street Cleaning program will provide street cleaning of arterial streets once every three weeks, residential streets seven to eight times a year and the Transit Mall, the Light Rail Corridor and the Old Town area six nights a week. Cost recovery revenue in the amount of \$800,000 will be received from the Bureau of Environmental Services in the form of service reimbursements for the annual value of street cleaning services to the sewer and drainage system. This amount represents a \$400,000 increase over 1989-90 and is based upon analysis done by an outside consultant which assessed the benefit to the sewer and drainage system. The staffing level within this program reflects the addition of two Automotive Equipment Operators II. These positions will be responsible for the operation of a material separator used to divide street sweeping materials which will subsequently reduce the cost of disposing of street debris.

**SIDEWALK PRESERVATION AND SAFETY**

<i>Total Expenditures</i>	\$1,853,887	\$2,208,200	\$2,228,964	\$2,228,964
<i>General Fund Discretionary Expenditures</i>	0	60,000	0	0
<i>Authorized Full-Time Positions</i>	37.0	36.0	34.0	34.0
<i>Performance/Workload Measures:</i>				
Inspection Postings	5,913	9,450	6,000	6,000
Sidewalk/Driveway Repair (Sq Ft)	146,559	199,100	120,000	120,000
Corner Maintenance (Sq Ft)	81,019	45,000	55,000	55,000
Curb Maintenance	10,336	10,200	18,000	18,000

The Sidewalk and Preservation program oversees the maintenance of 2,453 miles of sidewalk, 2,500 miles of curb and 80,000 corners within the City of Portland. The City Charter assigns the responsibility for maintenance of sidewalks to the owner of the abutting property, therefore the Bureau inspects the sidewalks and notifies the property owners of needed repairs. In the event timely repairs are not made by the property owner, the Bureau makes the repairs and bills the property owner for the cost. Non-reimbursed activities include inspection permits issuance, corner and curb maintenance, and Transit Mall maintenance. The activities within the program reflect a shift from inspection and sidewalk/driveway repair to corner and curb maintenance. This is due to the amount of sidewalk/driveway repair work in 1988-89 and 1989-90 surpassing the workload schedule which has resulted in the need to place emphasis on corner and curb maintenance.



**BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>STRUCTURAL MAINTENANCE</u></b>				
<i>Total Expenditures</i>	\$1,593,755	\$1,722,241	\$1,752,953	\$1,762,859
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	27.0	27.0	28.0	28.0
<i>Performance/Workload Measures:</i>				
Bridge Projects	16	15	22	22
Stairway Projects	0	6	19	19
Retaining Wall Projects	1	5	9	9
Ft Rails & Fences Maintained	60	3,200	5,700	5,700
Tunnel Projects	0	1	1	1

The objective of the Structural Maintenance program is to control deterioration of structures within the public right-of-way. The activity level reflects an increase in bridge, stairway, and retaining wall maintenance as a result of reductions in activities such as cleaning bridge expansion joints, maintenance of street furniture and pedestrian tunnels, and vaulted sidewalk repairs. Priorities within this program area are established by the Structural Capital Evaluation Project completed by PDOT in December, 1986 which is updated on an annual basis. The funding level provides for maintenance/repair of 22 bridges, 19 stairways, and 9 retaining walls.

**EMERGENCY SERVICES**

<i>Total Expenditures</i>	\$102,881	\$465,092	\$484,209	\$484,209
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.0	0.0	0.0	0.0
<i>Performance/Workload Measures:</i>				
[None Submitted]				

The funding level for the Emergency Services program provides for 9,000 hours of overtime emergency response due to snow/ice/wind storms, floods and other weather conditions, volcanic eruptions, cleanup following police actions or sewer breaks or plugs.

**BUREAU OF MAINTENANCE (160)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SEWER MAINTENANCE</u></b>				
<i>Total Expenditures</i>	\$5,109,227	\$5,809,201	\$6,363,812	\$6,405,810
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	102.0	101.0	101.0	101.0
<i>Performance/Workload Measures:</i>				
Sewers Repaired, Ft	5,906	6,100	5,905	5,905
Sewers Reconstructed, Ft	316	2,000	1,100	1,100
Major Trash Rack Repairs	1	8	8	8
Drainage Line Replacement, Ft	1,610	1,475	3,560	3,560
Emergency Services, Calls	14,831	9,630	12,270	12,270
Visual/TV Inspection, Ft	263,918	457,000	448,500	448,500
Sewers Cleaned, Ft	1,671,853	1,452,000	1,402,000	1,402,000
Clean Drainage Facilities	301	480	480	480

The Sewer Maintenance program oversees the annual programs for cleaning and inspection of sewers, investigation of customer problems, and repair and reconstruction of damaged, broken or deteriorated sewers. Activities within this program area for 1990-91 include visual/television inspection of 448,500 lineal feet of sewer, cleaning of 316 miles of sewers by chemical root treatment, jet methods and vacuum jet cleaning, and the cleaning of 480 sumps. Repair crews will also replace 5,100 lineal feet of sewer pipe, install 9 new manholes and repair or raise 440 manholes. The costs of this program are supported by an interagency agreement with the Bureau of Environmental Services.

**SUPPORT AND ADMINISTRATION**

<i>Total Expenditures</i>	\$3,131,651	\$2,825,393	\$3,478,633	\$4,643,770
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	46.0	48.0	52.0	52.0
<i>Performance/Workload Measures:</i>				
Avg MIS Report Cycle, Wks Delay	9	5	5	5
Avg Billing Cycle	10	6	6	6
Purchases Processed	652	750	720	720
Pieces of Fleet Eq.	518	492	504	504
Waste Material Recycled (Tons)	N/A	N/A	18,000	18,000

The Support and Administration program provides centrally administered support services which include equipment management, human resources, materials handling, communications and dispatch, information systems and facilities maintenance. The funding level for 1990-91 includes approximately \$570,000 which supports new program costs for the implementation of a waste reduction/recycling program and development of policy for establishment of a Maintenance Tracking System for all transportation infrastructure.

The associated costs for the waste reduction/recycling program are \$100,000 of which \$98,000 will be supported by cost recovery revenues. The reduction/recycling program provides for the incorporation of materials separation and recycling facilities to generate reusable products and reduce the amount of material disposed of in limited use and general purpose landfills. The Bureau creates and collects 80,000 tons of concrete, street debris, leaves and asphalt waste, which in 1989-90 cost approximately \$150,000

## BUREAU OF MAINTENANCE (160)

Transportation Operating Fund (112)

Public Works

*PROGRAM SUMMARY*

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### SUPPORT AND ADMINISTRATION (cont'd)

additional Construction Equipment Operators II are included in the funding level to assist with the asphalt and concrete recycling operations.

The other new program initiative is the initial development of a Maintenance Tracking System for all transportation infrastructure carries a cost of \$100,000 which supports two additional positions: a Management Analyst and an Engineer Associate. The Maintenance Tracking system will define the minimum acceptable condition for the following components of the transportation infrastructure: pavement (including bike paths), curbs/corners/sidewalks, street lights, traffic control devices and signs, parking control signs, meters and landscaping in the right-of-way.

**BUREAU OF MAINTENANCE (160)****Transportation Operating Fund (112)****Public Works****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$10,353,288	\$10,568,001	\$11,332,306	\$11,882,497	\$11,882,497
5120 Part-Time Employees	5,995	32,892	48,960	48,750	48,750
5140 Overtime	631,691	462,360	753,411	936,500	936,500
5150 Premium Pay	251,374	236,016	263,533	272,492	272,492
5170 Benefits	3,879,833	4,245,135	4,825,179	5,254,978	5,254,978
<b>Total Personal Services</b>	<b>\$15,122,181</b>	<b>\$15,544,404</b>	<b>\$17,223,389</b>	<b>\$18,395,217</b>	<b>\$18,395,217</b>
5210 Professional Services	\$41,102	(\$6,926)	\$24,000	\$80,000	\$239,000
5220 Utilities	176,674	193,028	221,563	469,314	469,314
5230 Equipment Rental	41,529	90,744	54,623	158,654	212,249
5240 Repair & Maintenance	82,294	2,277,230	544,786	469,287	613,136
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	33,857	1,889	4,500	4,500	4,500
5310 Office Supplies	23,589	11,623	23,295	25,245	25,245
5320 Operating Supplies	1,085,122	1,331,996	1,149,223	1,242,560	1,251,650
5330 Repair & Maintenance Supplies	3,672,663	3,697,388	4,997,330	5,514,066	5,561,528
5340 Minor Equipment	57,675	43,177	89,465	104,402	104,402
5350 Clothing	24,745	26,694	28,550	28,750	29,758
5390 Other Commodities	17,029	166,548	0	0	0
5410 Education	29,605	25,320	16,500	18,500	18,500
5420 Local Travel	90	158	0	0	0
5430 Out-of-Town Travel	12,300	9,788	16,100	18,600	18,600
5440 External Rent	30,084	36,738	35,070	55,775	55,775
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	16,104	32,048	74,000	76,500	76,500
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$5,344,462</b>	<b>\$7,937,443</b>	<b>\$7,279,005</b>	<b>\$8,266,153</b>	<b>\$8,680,157</b>
5510 Fleet Services	\$3,599,634	\$3,431,404	\$3,720,353	\$4,188,827	\$4,120,626
5520 Printing/Distribution	58,282	72,219	86,860	102,771	102,771
5530 Facilities Services	345	300	500	48,347	48,347
5540 Communications	202,958	217,353	217,203	237,585	237,585
5550 Data Processing	0	0	0	0	0
5560 Insurance	981,709	1,021,272	1,161,392	954,709	954,709
5570 Equipment Lease	99,649	124,979	99,946	42,430	42,430
5580 Same Fund Services	360,341	410,055	179,072	204,222	204,222
5590 Other Fund Services	87,348	426,139	462,414	545,287	545,287
<b>Subtotal Service Reimbursements</b>	<b>\$5,390,266</b>	<b>\$5,703,721</b>	<b>\$5,927,740</b>	<b>\$6,324,178</b>	<b>\$6,255,977</b>
<b>Total Materials &amp; Services</b>	<b>\$10,734,728</b>	<b>\$13,641,164</b>	<b>\$13,206,745</b>	<b>\$14,590,331</b>	<b>\$14,936,134</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	0	0	0	0	0
5640 Equipment	275,358	224,006	407,504	655,851	632,134
<b>Total Capital Outlay</b>	<b>\$275,358</b>	<b>\$224,006</b>	<b>\$407,504</b>	<b>\$655,851</b>	<b>\$632,134</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$8,300	\$8,300
<b>Total Appropriation</b>	<b>\$26,132,267</b>	<b>\$29,409,574</b>	<b>\$30,837,638</b>	<b>\$33,649,699</b>	<b>\$33,971,785</b>

# BUREAU OF MAINTENANCE (160)

## Transportation Operating Fund (112)

### Public Works

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
1616	Pub Works Maintenance Director	1	54,284	1	55,635	1	\$54,949	1	60,091	1	60,091
3247	Trans Revenue Coord	0	916	0	0	0	0	0	0	0	0
3166	Senior Engineer	1	44,983	1	45,934	1	45,381	1	46,966	1	46,966
3183	Engineering Assoc. B	0	0	0	0	1	39,354	1	42,162	1	42,162
3162	Eng Associate III	1	39,782	1	39,844	0	0	0	0	0	0
3160	Civil Eng Associate I	1	33,273	1	33,394	0	0	0	0	0	0
3153	Engineering Assoc. A	0	0	0	0	1	32,926	2	63,523	2	63,523
3140	Eng Technician	1	22,590	1	25,534	0	0	0	0	0	0
3113	Sr Engineering Aide	2	52,133	2	52,593	0	0	0	0	0	0
3112	Engineering Aide	0	0	2	35,538	0	0	0	0	0	0
3108	Technician II	0	0	0	0	1	29,465	1	30,451	1	30,451
3107	Technician I	0	0	0	0	4	91,538	4	98,884	4	98,884
2250	Sidewalk Inspector	4	116,801	4	118,585	4	119,405	4	123,552	4	123,552
1617	Pub Works Operations Manager	3	126,954	3	142,058	3	137,415	3	154,565	3	154,565
1615	Asst PW Maintenance Director	1	0	0	0	0	0	0	0	0	0
1612	Pub Works Operations Supervisor	8	318,091	9	384,202	9	360,699	9	405,594	9	373,842
1610	Pub Works Operations Foreman	19	640,935	20	707,931	21	709,668	21	745,329	21	745,329
1608	Paving Crew Leader	6	154,505	7	194,139	7	203,162	7	210,245	7	210,245
1607	Equipment Coordinator	1	39,809	1	54,881	1	39,552	1	39,250	1	41,538
1524	General Mechanic	1	28,967	1	29,441	2	43,981	2	57,574	2	57,574
1513	Welder	1	28,888	1	28,917	1	29,321	1	30,347	1	30,347
1455	Electrician Foreman	2	63,222	1	38,788	1	35,621	1	38,522	1	38,522
1454	Lead Electrician	0	1,587	2	70,906	2	70,139	2	72,592	2	72,592
1453	Electrician	14	404,621	12	342,385	12	400,982	12	415,080	12	415,080
1443	Painter	1	28,994	1	29,290	1	29,321	1	30,347	1	30,347
1440	Traffic Sign Crew Ldr	8	225,908	8	196,342	8	232,185	8	240,280	8	240,280
1420	Carpenter	8	230,222	8	235,410	8	234,567	8	242,776	8	242,776
1410	Concrete Finisher	12	290,969	12	344,410	12	351,851	12	364,164	12	364,164
1325	Sewer Vacuum Operator	4	81,101	4	82,401	4	106,801	4	110,553	4	110,553
1318	Constr Equip Operator III	3	87,617	3	87,184	3	89,107	3	89,148	3	89,148
1316	Constr Equipment Operator II	13	355,632	12	352,138	12	349,305	14	385,419	14	385,419
1315	Constr Equipment Operator I	2	51,629	1	28,017	1	27,624	1	28,579	1	28,579
1313	Auto Equipment Operator III	11	281,033	11	309,070	12	326,301	12	337,193	12	337,193
1311	Auto Equipment Operator II	35	858,863	35	859,816	39	999,290	41	1,079,530	41	1,079,530
1310	Auto Equipment Operator I	2	49,089	2	49,518	2	49,390	2	51,126	2	51,126
1251	Lead Parking Meter Tech	1	28,962	1	29,375	1	29,235	1	30,264	1	30,264
1250	Parking Meter Technician	3	82,383	3	83,890	3	83,507	3	82,725	3	82,725
1230	Sewer Constr Crew Leader	8	188,255	8	233,249	8	234,567	8	242,776	8	242,776
1229	Senior Sewer Worker	4	108,157	4	109,724	4	109,475	4	113,320	4	113,320
1225	Asphalt Raker	12	283,125	14	286,538	14	340,133	14	352,100	14	352,100
1224	Sign Maker	2	28,837	1	29,441	1	29,321	1	30,347	1	30,347
1223	Senior Utility Worker	1	25,856	1	26,058	1	25,968	1	26,874	1	26,874
1218	Utility Worker	147	3,365,905	148	3,310,974	145	3,621,911	145	3,695,072	145	3,695,072
1216	Mall Attendant	4	73,249	0	0	0	0	0	0	0	0
1210	Laborer	50	830,796	47	842,785	40	862,125	40	853,800	40	883,264
1110	Custodial Worker	0	0	0	0	2	22,287	2	44,574	2	44,574
TOTAL THIS PAGE		398	9,728,723	394	9,906,335	393	10,597,829	398	11,065,694	398	11,065,694

# BUREAU OF MAINTENANCE (160)

Transportation Operating Fund (112)

Public Works

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		398	9,728,723	394	9,906,335	393	10,597,829	398	11,065,694	398	11,065,694
0849	Loss Control Rep.	0	0	0	0	1	28,413	1	28,413	1	28,413
0828	Senior Mgmt Analyst	1	39,767	1	42,015	1	40,141	1	41,558	1	41,558
0827	Management Analyst	0	0	0	0	0	0	1	33,800	1	33,800
0826	Asst Mgmt Analyst	0	0	0	0	1	15,289	1	28,870	1	28,870
0819	Admin Assistant I	1	9,187	0	0	0	0	0	0	0	0
0650	Training & Dev Officer	1	33,427	1	35,809	1	35,664	1	36,920	1	36,920
0544	Admin Services Officer I	0	22,020	1	34,464	1	36,072	1	39,551	1	39,551
0515	Senior Accountant	1	25,757	1	26,977	1	28,749	1	29,744	1	29,744
0514	Associate Accountant	1	25,997	1	26,812	1	26,792	1	27,726	1	27,726
0510	Accounting Assistant	2	42,190	2	44,162	2	43,798	2	45,344	2	45,344
0413	Stores System Manager	1	36,939	1	39,183	1	38,596	1	40,206	1	40,206
0411	Stores Supervisor I	2	59,897	2	58,783	2	59,189	2	61,402	2	61,402
0410	Storekeeper	2	51,179	3	63,623	3	76,664	3	80,310	3	80,310
0315	Service Dispatcher	4	93,324	4	96,329	4	96,068	4	99,424	4	99,424
0314	Lead Service Dispatcher	1	25,765	1	26,369	1	26,223	1	27,144	1	27,144
0222	Secretarial Asst	1	22,093	1	23,010	1	22,920	1	23,733	1	23,733
0220	Secretarial Clerk I	7	115,297	7	117,187	7	133,086	7	142,394	7	142,394
0117	Office Manager II	0	0	1	0	1	26,813	1	30,264	1	30,264
0116	Office Manager I	1	21,726	0	26,943	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		424	10,353,288	421	10,568,001	422	11,332,306	428	11,882,497	428	11,882,497

**BUREAU OF TRAFFIC MANAGEMENT (158)**

Transportation Operating Fund (112)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$3,109,044	\$3,422,107	\$3,978,936	\$4,538,439	\$4,538,439
<i>External Materials and Services</i>	4,140,397	5,445,196	5,225,399	4,970,837	5,926,296
<i>Internal Materials and Services</i>	1,878,978	2,065,485	2,904,493	4,265,223	4,265,223
<i>Capital Outlay</i>	577,827	1,666,640	2,702,135	2,620,399	3,342,254
<i>Cash Transfers-Equipment</i>	0	0	0	10,000	10,000
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$9,706,246</b>	<b>\$12,599,428</b>	<b>\$14,810,963</b>	<b>\$16,404,898</b>	<b>\$18,082,212</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b><u>Total</u></b>	<b>86</b>	<b>90</b>	<b>94</b>	<b>98</b>	<b>98</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$7,997,241	\$9,321,444	\$11,026,419	\$12,703,733
<i>General Discretionary</i>		0	0	0	0
<b><u>Total Discretionary Resources</u></b>		<b>\$7,997,241</b>	<b>\$9,321,444</b>	<b>\$11,026,419</b>	<b>\$12,703,733</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		53,224	45,070	0	0
<i>Contracts</i>		194,926	124,110	114,000	114,000
<i>Interagency Services</i>		4,354,037	5,320,339	5,264,479	5,264,479
<b><u>TOTAL FUNDING</u></b>		<b>\$12,599,428</b>	<b>\$14,810,963</b>	<b>\$16,404,898</b>	<b>\$18,082,212</b>
<b><u>PROGRAMS</u></b>					
<i>Operations</i>		\$1,157,003	\$1,758,062	\$1,885,975	\$1,932,841
<i>Neighborhood Traffic Management</i>		640,865	975,273	948,588	999,069
<i>Street Lighting</i>		6,454,147	7,093,981	7,803,526	9,188,602
<i>Traffic Signal System</i>		1,522,607	1,554,085	1,664,287	1,805,150
<i>Parking Patrol</i>		1,576,371	1,781,701	1,897,361	1,897,361
<i>Parking Management</i>		513,460	813,967	1,448,551	1,466,551
<i>Administration</i>		734,975	833,894	756,610	792,638
<b><u>TOTAL PROGRAM</u></b>		<b>\$12,599,428</b>	<b>\$14,810,963</b>	<b>\$16,404,898</b>	<b>\$18,082,212</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Traffic Management is responsible for the planning, designing, installation and monitoring of the traffic and parking controls within the City. This includes parking signs, pavement markings, traffic signs, parking meters, traffic management devices, and traffic signals. In addition, the Bureau manages the City's street lighting system, comprised of over 43,000 lights.

The 1990-91 Budget for the Bureau of Traffic Management is \$18,082,212, which is \$3,271,249 more than 1989-90. Of the increase, \$183,000 is due to an enhanced staffing level which includes five new positions and the transfer of a Technician I to the Bureau of Transportation Engineering resulting in a net increase of four positions for a total of 98. Three of the five new positions are within the Parking Management program and include the following: a Supervising Field Representative, a Project Coordinator, and a Field Representative. These positions will be responsible for the update of the Downtown Parking and Circulation Policy as required by Resolution 34049, addressing the increased volume of requests for parking control assistance, and conducting audit, security and parking utilization

## BUREAU OF TRAFFIC MANAGEMENT (158)

Transportation Operating Fund (112)

Public Works

APPROPRIATION SUMMARY

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### GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

studies relative to the replacement of the existing mechanical meter mechanisms with electronic mechanisms. The remaining two positions include a Planner A and Technician I to assist in the collection of data, and planning and design for Neighborhood Traffic Management Projects. In addition, \$123,000 is included in the funding level to increase crosswalk markings at signalized locations.

Also supported within this funding level is a Capital Improvement Program of \$5,114,012. Approximately \$3.2 million of the CIP represents capital requirements for new street lighting installations, street lighting conversions and upgrades of existing street lighting on arterials and neighborhood streets. Major projects include \$1.0 million for street lighting activity in the Oregon Convention Center/Lloyd District and \$1.0 million for lighting of public access roads and pedestrian pathways within the City Parks system. Property tax revenue generated by the Street Lighting Levy approved by voters in March, 1989 supports the associated street lighting project costs.

The remaining CIP projects emphasize parking management and traditional traffic management activities such as signal improvements, turn lanes and neighborhood streets diverters to reduce through traffic. Neighborhood traffic management projects in Eastmoreland, NE 47th Avenue, NE 7th Avenue, Division Corridor, and North of Broadway/Sullivan Gulch are scheduled for planning, design and/or construction in 1990-91. Another project of significance is the parking meter upgrade which carries first-year costs of \$409,308 and would replace the existing mechanical meter mechanisms with electronic mechanisms. Total conversion would be phased incrementally over a three-year period at a total cost of approximately \$1.3 million.

The Bureau of Traffic Management's Budget is supported by the following sources: general transportation revenues of \$12,703,733, service reimbursements of \$5,264,479, and contract revenues of \$114,000 from the State of Oregon.

### BUREAU PERFORMANCE OBJECTIVES

The Bureau of Traffic Management identified the following performance objectives for 1990- 91:

#### OPERATIONS PROGRAM

Achieve safety improvements at a minimum of 20 locations by June 30, 1991. These projects will significantly reduce accident frequency and rate.

Design and review all traffic operation-related issues throughout the planning, preliminary and final design, and construction phases of 30 major transportation projects (City, ODOT, PDC, METRO, and TRI-MET projects) by June 30, 1991.

Develop a prioritized list of a minimum of 20 capital projects, and a list of warranted traffic signal location for the FY 91-92 CIP and budget process.

#### NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM

Construct four Neighborhood Traffic Management projects (Eastmoreland, 47th Avenue, Seventh Avenue, and Division Corridor) by March 30, 1991.

Begin plan development for six new Neighborhood Traffic Management projects by September 30, 1991.

Test four new Neighborhood Traffic Management projects by June 30, 1991.

Evaluate the effectiveness of traffic circles and other traffic management devices in slowing speeds and reducing volumes on neighborhood streets by November, 1991.



## **BUREAU OF TRAFFIC MANAGEMENT (158)**

Transportation Operating Fund (112)

Public Works

*APPROPRIATION SUMMARY*

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### **BUREAU PERFORMANCE OBJECTIVES (cont'd)**

#### **SIGNALS PROGRAM**

Complete Phase II of the Citywide Signal Improvement project by June 30, 1991. Approximately 135 signals will be connected to the central system via cable TV.

Complete design and bid Phase III of Citywide Signal Improvement project to add another 30– 60 intersections to the central system by June 30, 1991.

Design signal improvements for six Transportation Engineering projects by June 30, 1991.

Improve signal operations on S.E. 82nd Avenue by retiming 10–15 intersections by June 30, 1991.

#### **STREET LIGHTING PROGRAM**

Construct approximately \$1,000,000 of planned street lighting improvements in the Oregon/Convention Center/Lloyd District by June 30, 1991.

Construct approximately \$300,000 in street lighting improvement projects that promote City economic development goals by June 30, 1991.

#### **PARKING PATROL PROGRAM**

Maintain an optimum level of turnover (80%) in the meter–area daily.

Maintain an optimum level of turnover (75%) in the non–metered area daily.

Maintain an optimum collection rate of 80% through active tag warrant enforcement daily.

Ensure prompt response (within 45 minutes for high priority requests and same day for others) to the 700 special enforcement requests received monthly.

#### **PARKING MANAGEMENT PROGRAM**

Implement quantifiable and enforceable air quality offset measures by June 30, 1991.

Coordinate, program and implement recommendations contained within the Downtown Parking Plan by June 30, 1991.

Respond to and implement citizen, neighborhood group and business requests for parking assistance within six to eight weeks of receipt.

Develop a compilation of parking policies, procedures, programs, and decisions into a Parking Policy Notebook to serve as a central resource to guide decision–making and to assist other bureaus and the public in understanding parking programs and regulations by June 30, 1991.

#### **ADMINISTRATION AND SUPPORT PROGRAM**

Ensure that hiring opportunities for females and minorities are optimized quarterly, and that all Traffic Management employees are offered opportunities for professional development per the bureau's affirmative action and training plans.

Ensure that communications are adequate and appropriate both for an informed staff and to provide a high level of public information and assistance.

**BUREAU OF TRAFFIC MANAGEMENT (158)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>OPERATIONS</u></b>				
<i>Total Expenditures</i>	\$1,157,003	\$1,758,062	\$1,885,975	\$1,932,841
<i>Authorized Full-Time Positions</i>	17.00	20.00	21.00	21.00
<i>Performance/Workload Measures:</i>				
Traffic Data Studies Conducted	5,000	4,000	4,000	4,000
Special Events Coordinated	100	100	100	110
Development Applications Reviewed	750	750	750	750
Total Traffic Investigations	7,125	5,525	5,625	5,525
Public Requests Responded To	1,200	600	700	700
Signalized Crosswalks Marked	N/A	N/A	900	900

The 1990-91 Budget for the Operations program is \$1,932,8415, which is \$174,779 more than 1989-90. Included within the funding level is \$123,000 to increase crosswalk markings at signalized locations. This enhanced service level is in response to the community's request for improved pedestrian guidance. Other program activities include traffic control through use of traffic signs and pavement marking systems, land use development review, management of special events, and planning, design and construction monitoring of capital improvement projects. The staffing level within this program includes an additional Technician I to assist in the collection of data for neighborhood traffic management projects.

**NEIGHBORHOOD TRAFFIC MANAGEMENT**

<i>Total Expenditures</i>	\$640,865	\$975,273	\$948,588	\$999,069
<i>Authorized Full-Time Positions</i>	3.00	4.00	5.00	5.00
<i>Performance/Workload Measures:</i>				
Projects Designed		6	3	0
Projects Constructed		6	4	1
Projects Evaluated		5	2	0
Projects Planned		6	6	6

The 1990-91 Budget for the Neighborhood Traffic Management Program is \$999,0698, which is \$23,796 less than 1989-90. The objective of this program is to address traffic concerns in residential areas through the development and construction of traffic management projects. The funding level supports planning, design and/or construction of the following NTMP projects: Eastmoreland, NE 47th Avenue, NE 7th Avenue, Division Corridor, and North of Broadway/Sullivan Gulch. The staffing level within this program reflects an additional Planner A position to assist in the planning and design of the NTMP devices for the aforementioned projects.

**BUREAU OF TRAFFIC MANAGEMENT (158)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>STREET LIGHTING</u></b>				
<i>Total Expenditures</i>	\$6,454,147	\$7,093,981	\$7,803,526	\$9,188,602
<i>Authorized Full-Time Positions</i>	6.00	6.00	7.00	7.00
<i>Performance/Workload Measures:</i>				
Street Light Outage Reports	750	1,200	1,200	1,200
New Street Light Requests Processed	110	350	350	350

The 1990-91 Budget for the Street Lighting program is \$9,188,602, which is \$2,094,621 more than 1989-90. Of this funding level, \$4.6 million represents administration and operating costs associated with the street lighting system, including \$4.1 million for street and park lighting power, maintenance and operating expenditures. The remaining \$3.2 million supports the Street Lighting Capital Improvement Program. Significant projects within the CIP package include \$1.0 million for street lighting projects in the Oregon Convention Center/Lloyd District area and \$1.0 million for lighting of public access roads and pedestrian pathways within the City Park system. In addition, \$300,000 is identified to fund street lighting projects done in conjunction with the City's economic development efforts. The staffing level reflects the transfer of an Engineering Associate B from the Traffic Signals System program to work on the Intergraph computer system.

**TRAFFIC SIGNAL SYSTEM**

<i>Total Expenditures</i>	\$1,522,607	\$1,554,085	\$1,664,287	\$1,805,150
<i>Authorized Full-Time Positions</i>	8.00	8.00	6.00	0.00
<i>Performance/Workload Measures:</i>				
Signal Operations Reviews	85	85	85	85
Inventory Inspections	150	150	150	150

The 1990-91 Budget for the Traffic Signal program is \$1,805,150, which is \$251,065 more than 1989-90. This funding level provides for the monitoring, reviewing and ordering of modifications to the traffic signal system, planning, designing, and construction monitoring capital improvements for traffic signals. The staffing level reflects the transfer of the Technician I position to the Bureau of Transportation Engineering to provide VAX computer programming assistance and an Engineering Associate B to the Street Lighting program.

**BUREAU OF TRAFFIC MANAGEMENT (158)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>PARKING PATROL</u></b>				
<i>Total Expenditures</i>	\$1,576,371	\$1,781,701	\$1,897,361	\$1,897,361
<i>Authorized Full-Time Positions</i>	42.00	40.00	40.00	40.00
<i>Performance/Workload Measures:</i>				
Meter Enforcement Patrol Beats	22,870	10,100	10,100	10,100
Nonmeter Enforcement Beat Patrols	690	1,000	1,000	1,000
Residential Parking Permit Beat Patrols	693	550	550	550

The 1990-91 Budget for the Parking Patrol program is \$1,897,361, which is \$115,660 more than 1989-90. The objective of this program is to ensure public safety through the removal of vehicles that create pedestrian and vehicle obstructions and issuing citations for parking violations. This funding level maintains the existing service level which includes parking enforcement city-wide Monday through Friday, and in the central retail areas on Saturday.

<b><u>PARKING MANAGEMENT</u></b>				
<i>Total Expenditures</i>	\$513,460	\$813,967	\$1,448,551	\$1,466,551
<i>Authorized Full-Time Positions</i>	7.00	9.00	12.00	12.00
<i>Performance/Workload Measures:</i>				
Parking Meter Upgrades		N/A	1,800	1,800
Parking Requests		600	700	700
Parking Policy Update		N/A	1	1

The 1990-91 Budget for the Parking Management program is \$1,466,551, which is \$652,584 more than 1989-90. Of the increase, \$409,000 is attributable to the parking meter capital improvement project. This amount represents the first-year costs of replacing the existing mechanical meter mechanisms with electronic mechanisms. Total conversion will be phased incrementally over a three-year period at a total cost of approximately \$1.3 million. The balance of the increase in the funding level is due to an enhanced service level and includes three new positions: a Supervising Field Representative, a Project Coordinator, and a Field Representative. These positions will support an update of the Downtown Parking and Circulation Policy as required by Resolution 34049, increased volume of requests for parking control assistance; and the need for auditing, security and parking utilization studies relative to the replacement of the existing mechanical meter mechanisms with electronic mechanisms. Other program objectives include implementation of the Downtown Parking Circulation Policy, air quality management, and control of on-street spaces and management of the Parking Meter program. An interagency agreement with the Autoport Fund provides \$66,194 to support the costs associated with the Parking Manager.

<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$734,975	\$833,894	\$756,610	\$792,638
<i>Authorized Full-Time Positions</i>	7.00	7.00	7.00	7.00
<i>Performance/Workload Measures:</i>				
Programs Administrated	6	7	7	7

The 1990-91 Budget for the Administration Program is \$792,638, which is \$41,256 less than 1989-90 but continues to maintain the existing service level. Program activities include ensuring all current and long-range City traffic operational needs are met, reviewing and recommending revenue options, developing and implementing activities to meet affirmative action requirements and monitoring Bureau expenditures and measuring program effectiveness.

# BUREAU OF TRAFFIC MANAGEMENT (158)

## Transportation Operating Fund (112)

### Public Works

### LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$2,249,415	\$2,447,339	\$2,680,152	\$3,050,041	\$3,050,041
5120 Part-Time Employees	52,556	35,486	62,083	69,157	69,157
5140 Overtime	31,562	30,438	136,153	166,425	166,425
5150 Premium Pay	15,887	11,432	13,391	15,271	15,271
5170 Benefits	759,624	897,412	1,087,157	1,237,545	1,237,545
<b>Total Personal Services</b>	<b>\$3,109,044</b>	<b>\$3,422,107</b>	<b>\$3,978,936</b>	<b>\$4,538,439</b>	<b>\$4,538,439</b>
5210 Professional Services	\$336,849	\$42,314	\$424,339	\$346,722	\$455,982
5220 Utilities	3,633,414	4,285,346	3,985,600	3,987,367	3,987,367
5230 Equipment Rental	0	0	1,575	2,378	2,378
5240 Repair & Maintenance	34,830	335,311	269,205	192,256	358,070
5280 Local Match Payment	0	0	104,318	7,231	7,231
5290 Miscellaneous Services	10,603	18,948	28,384	27,464	28,464
5310 Office Supplies	13,989	16,490	18,733	19,935	19,935
5320 Operating Supplies	17,302	22,988	28,808	38,538	38,538
5330 Repair & Maintenance Supplies	30,152	640,510	251,350	213,060	878,707
5340 Minor Equipment	3,388	5,679	19,576	23,630	37,368
5350 Clothing	12,215	24,121	30,511	30,976	30,976
5390 Other Commodities	227	144	400	400	400
5410 Education	15,028	16,545	16,848	27,164	27,164
5420 Local Travel	2,345	2,515	5,287	7,001	7,001
5430 Out-of-Town Travel	21,932	15,840	23,076	30,226	30,226
5440 External Rent	0	0	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	3,912	13,125	13,125	13,125
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	8,123	14,533	4,264	3,364	3,364
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$4,140,397</b>	<b>\$5,445,196</b>	<b>\$5,225,399</b>	<b>\$4,970,837</b>	<b>\$5,926,296</b>
5510 Fleet Services	\$136,789	\$132,107	\$164,104	\$181,576	\$181,576
5520 Printing/Distribution	84,226	103,393	100,699	109,572	109,572
5530 Facilities Services	239,879	243,850	246,537	237,387	237,387
5540 Communications	60,410	62,418	63,121	65,291	65,291
5550 Data Processing	0	0	0	0	0
5560 Insurance	60,593	75,818	155,653	174,862	174,862
5570 Equipment Lease	0	36,217	0	0	0
5580 Same Fund Services	1,282,305	1,353,383	1,930,786	2,225,194	2,225,194
5590 Other Fund Services	14,776	58,299	243,593	1,271,341	1,271,341
<b>Subtotal Service Reimbursements</b>	<b>\$1,878,978</b>	<b>\$2,065,485</b>	<b>\$2,904,493</b>	<b>\$4,265,223</b>	<b>\$4,265,223</b>
<b>Total Materials &amp; Services</b>	<b>\$6,019,375</b>	<b>\$7,510,681</b>	<b>\$8,129,892</b>	<b>\$9,236,060</b>	<b>\$10,191,519</b>
5610 Land	\$0	\$0	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	577,827	1,415,881	2,520,295	2,209,039	2,789,412
5640 Equipment	0	250,759	181,840	411,360	552,842
<b>Total Capital Outlay</b>	<b>\$577,827</b>	<b>\$1,666,640</b>	<b>\$2,702,135</b>	<b>\$2,620,399</b>	<b>\$3,342,254</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$10,000	\$10,000
<b>Total Appropriation</b>	<b>\$9,706,246</b>	<b>\$12,599,428</b>	<b>\$14,810,963</b>	<b>\$16,404,898</b>	<b>\$18,082,212</b>

# BUREAU OF TRAFFIC MANAGEMENT (158)

## Transportation Operating Fund (112)

### Public Works

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
0912	Traffic Managment Administrator	1	58,506	1	55,165	1	54,949	1	60,091	1	60,091
3359	Senior Projects Coordinator	0	0	0	0	1	31,907	1	46,467	1	46,467
3355	Urban Projects Coordinator	1	37,180	2	50,043	3	105,198	3	120,536	3	120,536
3345	Street Lighting Manager	0	0	0	0	1	40,437	1	42,994	1	42,994
3343	Street Light Operations Spvr	1	35,548	1	36,122	1	35,982	1	39,666	1	39,666
3256	Communications Engineer III	0	0	0	0	0	0	1	41,746	1	41,746
3234	Planner B	1	39,933	1	40,716	1	39,354	2	78,374	2	78,374
3232	Planner A	1	8,923	1	32,644	1	0	1	29,952	1	29,952
3209	Signal Systems Manger	1	46,531	1	47,272	1	47,099	1	48,734	1	48,734
3207	City Traffic Engineer	1	47,279	1	53,908	0	0	0	0	0	0
3206	Assistant City Traffic Eng	1	16,535	1	47,914	1	48,329	1	50,024	1	50,024
3205	Senior Traffic Engineer	2	90,350	2	91,005	2	90,030	2	93,932	2	93,932
3204	Parking Manager	1	41,048	1	42,497	1	40,882	1	46,259	1	46,259
3203	Engineer Associate B	10	393,730	11	373,099	11	444,714	11	434,428	11	434,428
3202	Engineer Associate A	0	0	0	7,491	6	138,879	6	178,214	6	178,214
3161	Civil Engineer Associate II	0	0	0	7,858	0	0	1	38,230	1	38,230
3160	Civil Engineer Associate I	0	0	0	0	0	0	0	0	0	0
3140	Engineering Technician	5	122,549	5	129,362	2	46,495	2	62,559	2	62,559
3131	Senior Drafting Specialist	1	28,604	1	31,173	1	31,907	1	33,030	1	33,030
3130	Drafting Specialist	1	47,967	1	58,051	1	29,307	1	33,030	1	33,030
3113	Technician I	2	50,114	2	53,184	3	71,469	2	54,330	2	54,330
3112	Technician I	3	75,217	3	63,898	3	71,469	3	71,934	3	71,934
3105	Permit Technician	0	549	1	22,548	1	23,088	1	25,364	1	25,364
2242	Parking Patrol Supervisor	1	39,049	1	39,672	1	39,525	1	40,914	1	40,914
2241	Asst Parking Patrol Supervisor	3	86,493	3	88,208	3	87,069	3	90,105	3	90,105
2240	Parking Patrol Deputy	36	675,764	36	743,355	34	806,553	34	833,328	34	833,328
2212	Supervising Field Rep	0	0	0	0	0	0	1	32,032	1	32,032
2211	Field Representative II	1	28,935	1	28,564	1	28,450	1	29,453	1	29,453
2210	Field Representative	2	52,593	2	42,181	2	53,336	3	78,521	3	78,521
2118	Street Light Inspector	1	32,575	1	35,457	1	36,088	1	37,357	1	37,357
1252	Parking Revenue Investigator	0	0	0	0	1	25,582	1	40,102	1	40,102
0847	Communication Services Director	0	0	0	0	1	18,007	1	34,175	1	34,175
0828	Senior Management Analyst	0	0	1	23,426	0	0	0	0	0	0
0827	Managment Analyst	1	32,138	1	34,786	1	34,645	1	35,859	1	35,859
0374	Systems & Programming Manager	0	0	0	0	0	0	1	41,600	1	41,600
0372	Programer Analyst	1	33,380	1	35,686	1	35,642	0	0	0	0
0221	Secretarial Clerk II	5	110,451	6	106,330	5	104,122	5	106,359	5	106,359
0220	Secretarial Clerk I	1	470	1	25,724	1	19,658	1	20,342	1	20,342
0210	Typist Clerk	1	17,006	0	0	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		86	2,249,415	90	2,447,339	94	2,680,152	98	3,050,041	98	3,050,041
TOTAL		86	2,249,415	90	2,447,339	94	2,680,152	98	3,050,041	98	3,050,041

**BUREAU OF TRANSPORTATION ENGINEERING (159)**

Transportation Operating Fund (112)

Public Works

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$4,954,631	\$5,009,746	\$6,531,982	\$6,962,009	\$6,962,009
<i>External Materials and Services</i>	271,059	2,011,734	4,544,517	5,169,298	6,901,871
<i>Internal Materials and Services</i>	1,324,572	1,303,934	2,144,086	2,244,686	2,277,446
<i>Capital Outlay</i>	31,965	1,640,047	2,062,655	771,530	1,498,777
<i>Cash Transfers-Equipment</i>	0	0	0	8,800	8,800
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$6,582,227</b>	<b>\$9,965,461</b>	<b>\$15,283,240</b>	<b>\$15,156,323</b>	<b>\$17,648,903</b>
<b><u>Authorized Full-Time Positions</u></b>					
<i>Total</i>	115	115	119	125	125
<i>Discretionary</i>	0	0	0	3.25	3.25
<b><u>FUNDING SOURCES</u></b>					
<i>Discretionary Resources</i>					
<i>Cost Recovery/Operating Fund</i>		\$7,929,858	\$12,709,380	\$11,450,074	\$13,942,654
<i>General Discretionary</i>		0	0	749,479	749,479
<b><i>Total Discretionary Resources</i></b>		<b>\$7,929,858</b>	<b>\$12,709,380</b>	<b>\$12,199,553</b>	<b>\$14,692,133</b>
<i>Non-Discretionary Resources</i>					
<i>Grants and Donations</i>		2,859	85,909	88,952	88,952
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		2,032,744	2,487,951	2,867,818	2,867,818
<b><i>TOTAL FUNDING</i></b>		<b>\$9,965,461</b>	<b>\$15,283,240</b>	<b>\$15,156,323</b>	<b>\$17,648,903</b>
<b><u>PROGRAMS</u></b>					
<i>Arterial Improvements</i>		\$3,503,869	\$6,389,922	\$5,896,190	\$7,539,528
<i>Local Improvements</i>		2,782,055	4,222,645	4,095,373	4,663,258
<i>Development Services</i>		2,422,057	3,114,106	3,293,279	3,473,854
<i>Engineering Support</i>		1,257,480	1,556,567	1,871,481	1,972,263
<b><i>TOTAL PROGRAMS</i></b>		<b>\$9,965,461</b>	<b>\$15,283,240</b>	<b>\$15,156,323</b>	<b>\$17,648,903</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Bureau of Transportation Engineering is responsible for implementing and managing all street improvements and modifications. In addition, the Bureau oversees capital improvement projects which leverage substantial federal, state, local and private investment in Portland's transportation system.

The 1990-91 Budget for the Bureau of Transportation Engineering is \$17,648,913, which is \$2,365,663 more than 1989-90 and supports six additional positions for a total of 125. The composition of the budget for 1990-91 differs from 1989-90 in that the requirements for capital outlay improvements have been decreased by \$1.2 million. The level of requirements for improvements is dependent upon capital project schedules and generally varies from year to year. In 1990-91 there are fewer projects in phases that require funds for improvements than in 1989-90. Therefore, these resources have been re-appropriated to cover increased personal services and material and services costs due to inflation, as well as funding two of the additional six full-time positions. Two Senior Programmer Analysts are funded to support the implementation of the Transportation Information Systems Policy (TISP). The TISP is an annually updated report that describes the policies, process and the six-year plan for meeting PDOT and the Bureau of

## BUREAU OF TRANSPORTATION ENGINEERING (159)

Transportation Operating Fund (112)

Public Works

### APPROPRIATION SUMMARY

Environmental Services information system requirements which includes all aspects of computer hardware/software used to provide information and analysis. Of the other four additional positions, one represents the transfer of a Technician I from the Bureau of Traffic Management and the remaining three are supported by an interagency agreement with Environmental Services. The three positions funded by BES include a Surveyor I, Survey Aide I, and a Survey Aide II to provide design and construction surveying services for Sewer Local Improvement District projects.

Also supported within this funding level is a Capital Improvement Program of \$8,753,582 which leverages \$37.3 million from other participating government jurisdictions and the private sector. Of the \$8.7 million CIP package, approximately \$5.2 million supports capital improvement projects on the freeway, regional highway and arterial/collector transportation systems within the City. The freeways and regional highways within the City are maintained by the Oregon Department of Transportation, therefore these projects are developed in cooperation with ODOT within the guidelines of the Metropolitan Service District's Regional Transportation Plan. In addition, these projects leverage a total of \$17.9 million in Federal, State and local revenues. Significant projects include N Marine Drive, NE Airport Way, and the Delta Park Interchange.

As part of the transit and regional rail initiative, \$692,000 is included for the Central City Trolley Plan. More specifically, \$244,000 is identified to assist in the acquisition of an additional vehicle for the Vintage Trolley system. The balance supports the creation of design and operating standards for the Central City Trolley System, and development of an implementation plan for trolley service between downtown and Johns Landing as the first element of the Central City Trolley Plan.

Approximately \$1.1 million is included in the Capital Improvement Program for local improvements. These projects include the City's Local Improvement District and Housing and Community Development funded neighborhood street improvement programs, alternative transportation projects such as bicycle/pedestrian facilities, and improvements to the City's bridges, tunnels and retaining walls.

The remaining \$1.7 million of the Capital Improvement Program supports development initiatives to ensure that transportation improvements to commercial and industrial, subdivision, and minor permit streets that are made in conjunction with private property developments are designed and constructed to the maintenance and safety standards of the City. These projects total approximately \$730,000 and are primarily supported by permit engineering fees. In addition, \$984,000 is identified for project management of transportation improvements in the Oregon Convention Center and Lloyd District area. Of this amount, \$518,000 is supported by the Holladay/Martin Luther King Jr. Local Improvement District.

The Bureau of Transportation Engineering's total Budget for 1990-91 is supported by the following sources: general transportation revenues of \$14,692,133 which includes \$749,479 of the general fund transfer, service reimbursements of \$2,867,818 and grant revenues of \$88,952.

### BUREAU PERFORMANCE OBJECTIVES

The Bureau of Transportation Engineering identified the following performance objectives for 1990-91:

Completion of construction of Airport Way between I-205 and NE 138th Avenues, as well as the embankment and surcharge project on the new Airport Way alignment between NE 138th and NE 181st by November, 1990.

Complete construction of the NW 9th Avenue project adjacent to Union Station by October 1990.

Design and acquire right-of-way for the intersection improvements at NW 23rd and Burnside. ERROR



## BUREAU OF TRANSPORTATION ENGINEERING (159)

Transportation Operating Fund (112)

Public Works

### APPROPRIATION SUMMARY

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#### BUREAU PERFORMANCE OBJECTIVES (cont'd)

Design and right-of-way acquisition for the Marine Drive project commenced in FY 1989-90, with design completion currently scheduled for March, 1991.

Completion of the reconstruction of the NE 47th Avenue bridge across Columbia Slough at NE Cornfoot Road by April, 1991.

Completion of the improvement of NE Martin Luther King Boulevard adjacent to the Oregon Convention Center prior to the opening in September, 1990.

Development of proposals for the Contract Streets and Maintenance Service District programs. This initiative will address the longstanding need for affordable methods for improving local streets in parts of the City not amenable to conventional local street construction financing techniques. Transportation Engineering plans to bring these proposals and an implementation strategy before City Council in January, 1991.

**BUREAU OF TRANSPORTATION ENGINEERING (159)**

Transportation Operating Fund (112)

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ARTERIAL IMPROVEMENTS</u></b>				
<i>Total Expenditures</i>	\$3,503,869	\$6,389,922	\$5,896,190	\$7,539,528
<i>General Fund Discretionary Expenditures</i>	0	0	749,479	749,479
<i>Authorized Full-Time Positions</i>	18.0	21.0	21.0	21.0
<i>Performance/Workload Measures:</i>				
Lane Miles of Arterial Improvements Designed/Contracted	68.6	61.2	38.2	38.2

The Arterial Improvement program manages the engineering design and construction of capital improvements financed by the Federal-Aid Highway Program, as well as improvements which utilize Urban Mass Transit Administration grants administered through Tri-Met and other Federal-Aid sources. The engineering design and construction management of the transit improvements are coordinated with Tri-Met and other regional agencies.

The 1990-91 Budget for the Arterial Improvements program is \$7,539,528, which is \$1,149,606 more than 1989-90. Of the total funding level, approximately \$5.3 million represents transportation improvements on the freeways, regional highways, and arterials/collectors within the City. The workload indicator for lane miles of arterial improvements designed and contract reflects a reduction of 23 miles. This variance is due to the size and complexity of the Airport Way and Marine Drive projects, which results in portions being designed in 1990-91, and contracted out in future years. In addition, the \$8.4 million contract for construction of the three bridges associated with the Airport Way project are not accurately reflected in the "lane miles" workload indicator.

**LOCAL IMPROVEMENTS**

<i>Total Expenditures</i>	\$2,782,055	\$4,222,645	\$4,095,373	\$4,663,258
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	46.0	47.0	50.0	50.0
<i>Performance/Workload Measures:</i>				
LID Projects Designed/Constructed	22	10	13	13

The objectives of the Local Improvement program include improving neighborhood access and livability through improvements to the local street system; improving bicycle and pedestrian access and safety; and ensuring the safety and serviceability of the City's bridges and structures.

The 1990-91 Budget for the Local Improvement program totals \$4,663,258, which is \$440,613 more than 1989-90. Program activities include management of the City's Local Improvement District Street Improvement process and Alternative Transportation program, as well as engineering design and construction surveying, construction inspection, and materials testing services for street and structural improvements and the City's structural inventory. Approximately \$1.0 million of the funding level represents design and construction surveying services provided to the Bureau of Environmental Services. These costs are reimbursed through an interagency agreement and support three additional positions in 1990-91: a Surveyor I, Survey Aide I, and a Survey Aide II.

**BUREAU OF TRANSPORTATION ENGINEERING (159)****Transportation Operating Fund (112)**

Public Works

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>DEVELOPMENT SERVICES</u></b>				
<i>Total Expenditures</i>	\$2,422,057	\$3,114,106	\$3,293,279	\$3,473,854
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	33.0	41.0	41.0	41.0
<i>Performance/Workload Measures:</i>				
Square Miles of Area Newly Mapped	N/A	5.0	0.8	0.8
Square Miles of Total Area Mapped	N/A	153.5	150.0	150.0
Applications/permits/acquisitions Processed, Issued or Completed	11,282	12,384	12,300	12,300
Maps Replaced	N/A	N/A	42	42

The objective of the Development Services program is to facilitate public and private development of job opportunities, housing and cultural amenities through management of improvements to the transportation system and regulation of private use of the street right-of-way.

The 1990-91 Budget for the Development Services program is \$3,473,854, which is \$359,748 more than 1989-90. Activities supported by this funding level include management of the street improvement process for subdivisions and commercial/industrial expansion, and acquisition of public rights-of-way for improvement projects for both Transportation and Environmental Services. In addition, this program is responsible for the management of the City's infrastructure data base, staffing of the Central Permit Application Center, and project management for development related transportation initiatives. Projects of this nature include the Oregon Convention Center Improvement Project and N. Marine Drive land acquisition work in the Columbia Corridor.

**ENGINEERING SUPPORT**

<i>Total Expenditures</i>	\$1,257,480	\$1,556,567	\$1,871,481	\$1,972,263
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	18.0	10.0	13.0	13.0
<i>Performance/Workload Measures:</i>				
Transportation Programs Administered	4	4	4	4

The 1990-91 Budget for the Engineering Support program is \$1,972,263, which is \$415,696 more than the 1989-90 due to the implementation of the Transportation Information Systems Policy (TISP). The TISP is an annually updated report that describes the policies, process and the six-year plan for meeting the information system which includes all aspects of computer hardware/software systems used to provide information and analysis. This funding level supports: two new Senior Programmer Analysts and a Technician I transferred from the Bureau of Traffic Management. In addition, acquisition of hardware/software totalling \$25,000 is funded which will benefit the computer needs within the four Transportation Bureaus. The equipment includes a tape back-up system, language sensitive editor, performance and coverage monitor and a source analyzer. The additional costs are supported by a reallocation amongst the separate Bureaus of all 1989-90 computer related appropriations and increased service reimbursements for system engineering support to the other Transportation Bureaus.

# BUREAU OF TRANSPORTATION ENGINEERING (159)

Transportation Operating Fund (112)

Public Works

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$3,527,665	3,462,853	\$3,934,196	\$4,446,367	\$4,446,367
5120 Part-Time Employees	165,896	181,361	851,176	549,744	549,744
5140 Overtime	40,024	60,302	97,272	102,884	102,884
5150 Premium Pay	13,321	21,759	10,950	19,275	19,275
5170 Benefits	1,207,725	1,283,471	1,638,388	1,843,739	1,843,739
<b>Total Personal Services</b>	<b>\$4,954,631</b>	<b>\$5,009,746</b>	<b>\$6,531,982</b>	<b>\$6,962,009</b>	<b>\$6,962,009</b>
5210 Professional Services	\$30,356	405,108	\$2,111,657	\$2,261,173	\$3,923,800
5220 Utilities	6,849	7,203	5,590	6,000	6,000
5230 Equipment Rental	756	7,767	8,722	5,950	7,104
5240 Repair & Maintenance	107,363	122,343	173,693	175,262	206,791
5280 Local Match Payment	21,290	1,278,333	2,059,073	2,459,077	2,459,077
5290 Miscellaneous Services	19,457	62,962	9,767	12,909	25,454
5310 Office Supplies	12,333	18,835	17,955	21,700	22,258
5320 Operating Supplies	34,208	55,978	61,776	80,863	84,782
5330 Repair & Maintenance Supplies	312	1,980	2,040	24,176	24,176
5340 Minor Equipment	4,914	3,693	11,506	22,894	43,135
5350 Clothing	2,129	1,842	3,830	3,310	3,310
5390 Other Commodities	877	1,597	860	5,518	5,518
5410 Education	12,370	12,593	26,378	30,987	30,987
5420 Local Travel	1,173	1,564	1,950	2,000	2,000
5430 Out-of-Town Travel	8,969	10,812	25,180	26,750	26,750
5440 External Rent	0	3	2,300	2,070	2,070
5450 Interest	0	0	0	0	0
5460 Refunds	777	2,817	1,000	1,000	1,000
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	6,926	16,304	21,240	27,659	27,659
<b>Subtotal Direct Materials &amp; Services</b>	<b>\$271,059</b>	<b>\$2,011,734</b>	<b>\$4,544,517</b>	<b>\$5,169,298</b>	<b>\$6,901,871</b>
5510 Fleet Services	\$112,562	91,624	\$120,812	\$128,317	\$128,317
5520 Printing/Distribution	106,357	87,345	150,574	138,112	138,112
5530 Facilities Services	347,968	353,619	383,501	332,639	332,639
5540 Communications	83,648	101,137	83,181	91,408	124,168
5550 Data Processing	30,696	44,278	60,819	83,833	83,833
5560 Insurance	6,704	12,162	39,034	174,601	174,601
5570 Equipment Lease	4,790	31,756	128,506	166,760	166,760
5580 Same Fund Services	389,212	278,673	680,879	615,632	615,632
5590 Other Fund Services	242,635	303,340	496,780	513,384	513,384
<b>Subtotal Service Reimbursements</b>	<b>\$1,324,572</b>	<b>\$1,303,934</b>	<b>\$2,144,086</b>	<b>\$2,244,686</b>	<b>\$2,277,446</b>
<b>Total Materials &amp; Services</b>	<b>\$1,595,631</b>	<b>\$3,315,668</b>	<b>\$6,688,603</b>	<b>\$7,413,984</b>	<b>\$9,179,317</b>
5610 Land	\$0	739,985	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	73	842,854	1,978,434	667,714	1,370,398
5640 Equipment	31,892	57,208	84,221	103,816	128,379
<b>Total Capital Outlay</b>	<b>\$31,965</b>	<b>\$1,640,047</b>	<b>\$2,062,655</b>	<b>\$771,530</b>	<b>\$1,498,777</b>
5730 Cash Transfers - Equipment	\$0	0	\$0	\$8,800	\$8,800
<b>Total Appropriation</b>	<b>\$6,582,227</b>	<b>\$9,965,461</b>	<b>\$15,283,240</b>	<b>\$15,156,323</b>	<b>\$17,648,903</b>

# BUREAU OF TRANSPORTATION ENGINEERING (159)

## Transportation Operating Fund (112)

### Public Works

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
3173	City Engineer	1	59,472	1	60,364	1	60,357	1	62,234	1	62,234
3359	Senior Urban Projects Coordinator	0	0	2	24,390	3	129,165	3	139,899	3	139,899
3358	CBD Program Manager	1	41,389	1	42,283	1	41,871	1	43,160	1	43,160
3357	CBD Field Coordinator	1	24,821	1	33,687	1	33,820	1	34,674	1	34,674
3355	Urban Project Coordinator	2	79,380	2	79,224	3	128,601	4	160,783	4	160,783
3219	ROW Services Manager	1	45,184	1	45,905	1	45,555	1	46,966	1	46,966
3217	ROW Agent	1	39,710	1	39,505	1	39,505	1	42,162	1	42,162
3216	ROW Technician	3	48,353	3	58,769	3	57,984	3	99,941	3	99,941
3169	Principal Engineer	4	189,863	3	132,637	3	149,889	3	154,129	3	154,129
3167	Supervising Engineer	0	0	1	47,985	1	47,792	1	49,275	1	49,275
3166	Senior Engineer	7	330,113	7	332,775	7	315,399	8	372,367	8	372,367
3165	Chief Surveyor	1	46,508	1	47,544	1	45,555	1	46,966	1	46,966
3162	Engineering Associate III	7	259,054	7	230,479	10	346,135	11	446,515	11	446,515
3161	Civil Engineering Associate II	9	287,281	11	303,328	10	307,012	0	0	0	0
3160	Civil Engineering Associate I	3	109,768	1	62,157	1	27,885	0	0	0	0
3153	Engineering Associate A	0	0	0	0	0	0	10	368,879	10	368,879
3152	Public Works Inspector III	1	0	2	15,681	2	80,662	1	41,746	1	41,746
3151	Public Works Inspector II	4	140,134	4	83,794	4	148,381	4	154,649	4	154,649
3150	Public Works Inspector I	7	233,846	7	263,239	7	236,279	7	245,479	7	245,479
3145	Street Permit Supervisor	1	38,126	1	38,732	1	38,740	1	39,936	1	39,936
3141	Senior Engineering Technician	1	35,283	1	34,907	1	34,965	0	0	0	0
3140	Engineering Technician	4	104,987	3	96,488	4	127,266	0	0	0	0
3132	Chief Drafting Specialist	1	39,440	1	39,982	1	39,890	1	41,122	1	41,122
3131	Senior Drafting Specialist	8	230,082	9	252,797	8	248,487	7	231,210	7	231,210
3130	Drafting Specialist	8	184,040	6	141,179	6	171,623	6	189,798	6	189,798
3124	Surveyor III	1	39,259	1	39,881	1	39,890	1	41,122	1	41,122
3122	Surveyor I	8	213,877	7	188,338	7	219,624	8	254,801	8	254,801
3121	Survey Aide II	9	214,385	9	220,862	9	220,428	10	251,990	10	251,990
3120	Survey Aide I	4	66,119	4	84,584	4	89,212	5	112,211	5	112,211
3115	Engineering Computer Aide	1	5,464	1	0	1	19,427	0	0	0	0
3113	Senior Engineering Aide	2	50,980	2	30,351	2	49,109	0	0	0	0
3112	Engineering Aide	3	56,068	3	61,880	3	62,832	0	0	0	0
3108	Technician II	0	0	0	0	0	0	5	173,661	5	173,661
3107	Technician I	0	0	0	0	0	0	6	148,745	6	148,745
0940	Alternative Transp. Manager	1	33,539	1	37,613	1	37,292	1	40,144	1	40,144
0827	Management Analyst	1	8,730	1	21,257	1	32,651	1	35,859	1	35,859
0826	Asst Mgmt Analyst	0	17,385	0	10,475	0	0	0	0	0	0
0385	Systems Manager	1	46,804	1	47,565	1	47,557	1	49,046	1	49,046
0373	Senior Programmer	1	39,731	1	40,371	1	40,337	4	146,993	4	146,993
0372	Programmer Analyst/Engineer	2	66,557	2	71,776	2	70,642	2	70,529	2	70,529
0345	Word Processing Operator I	1	20,460	1	21,694	1	21,787	1	22,464	1	22,464
0221	Secretarial Clerk II	4	81,472	4	78,375	4	80,790	4	86,912	4	86,912
<b>TOTAL FULL-TIME POSITIONS</b>		<b>115</b>	<b>3,527,665</b>	<b>115</b>	<b>3,462,853</b>	<b>119</b>	<b>3,934,196</b>	<b>125</b>	<b>4,446,367</b>	<b>125</b>	<b>4,446,367</b>

**WATER OPERATING FUND (153)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Water Sales</i>	\$32,076,247	\$35,844,506	\$37,511,800	\$40,350,878	\$40,350,878
<i>New Services</i>	0	0	815,975	850,000	850,000
<i>Main Extensions</i>	0	0	1,023,800	913,800	913,800
<i>Misc. Water Charges</i>	380,243	627,071	435,000	450,000	450,000
<i>Damage Collections</i>	23,668	29,950	25,000	26,125	26,125
<i>Minimum Purchase</i>	3,383	0	5,846	2,786	2,786
	32,483,541	36,501,527	39,817,421	42,593,589	42,593,589
<i>Rents &amp; Reimbursements</i>	20,461	33,233	27,480	48,180	48,180
	32,504,002	36,534,760	39,844,901	42,641,769	42,641,769
<i>Miscellaneous Revenues</i>					
<i>Sales Miscellaneous</i>					
<i>Stock &amp; Non-Stock Sales</i>	11,823	12,728	8,200	8,500	8,500
<i>Hydropower Sales</i>	21,529	22,829	26,700	27,300	27,300
<i>Refunds</i>	22,596	16,509	13,800	14,200	14,200
<i>Interest on Investments</i>	944,598	1,077,914	619,000	690,423	690,423
<i>Other Miscellaneous Revenues</i>	9,896	114,016	126,000	160,053	160,053
	1,010,442	1,243,996	793,700	900,476	900,476
<i>Total Revenue</i>	33,514,444	37,778,756	40,638,601	43,542,245	43,542,245
<i>Transfers from Other Funds – Cash</i>					
<i>Water Construction</i>	10,262,083	6,240,570	11,761,399	15,762,207	15,762,207
<i>Federal Grants</i>	(77,018)	54,367	305,540	280,000	280,000
	10,185,065	6,294,937	12,066,939	16,042,207	16,042,207
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>General</i>	32,100	36,081	44,493	35,250	35,250
<i>Facilities Fund</i>	0	0	0	4,850	4,850
<i>Hydropower</i>	87,865	89,057	91,453	100,500	100,500
<i>Sewer System</i>	1,167,937	1,361,430	1,305,318	1,621,143	1,621,143
<i>Transportation</i>	111,780	123,607	126,990	92,150	92,150
<i>Fleet Services</i>	52,610	53,983	57,437	60,100	60,100
<i>LID</i>	0	0	1,129,000	44,000	44,000
<i>Other Interagency</i>	49,378	18,659	0	0	0
	1,501,670	1,682,817	2,754,691	1,957,993	1,957,993
<i>Beginning Fund Balance</i>	7,939,220	6,807,304	4,183,170	0	0
<i>Encumbered</i>	0	0	0	3,120,363	2,806,384
<i>Unencumbered</i>	0	0	0	3,612,975	3,612,975
<i>Total Beginning Fund Balance</i>	7,939,220	6,807,304	4,183,170	6,733,338	6,419,359
<b>TOTAL RESOURCES</b>	<b>\$53,140,399</b>	<b>\$52,563,814</b>	<b>\$59,643,401</b>	<b>\$68,275,783</b>	<b>\$67,961,804</b>

**WATER OPERATING FUND (153)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS</u></b>					
<i>Bureau Requirements</i>					
<i>Personal Services</i>	17,490,129	18,561,990	20,295,891	21,775,070	21,775,070
<i>External Materials &amp; Services</i>	7,647,656	7,563,608	6,988,352	7,936,238	9,057,231
<i>Internal Materials &amp; Services</i>					
<i>General</i>	732,994	842,179	945,472	1,062,631	1,062,631
<i>Hydropower</i>	18,264	13,005	12,500	15,500	15,500
<i>Sewer System</i>	4,896	6,865	9,000	15,000	15,000
<i>Transportation</i>	614,926	626,127	722,141	767,557	767,557
<i>Printing/Distribution Services</i>	415,866	433,762	453,265	516,340	516,340
<i>Communications Services</i>	331,812	350,477	380,258	411,505	411,505
<i>Fleet Services</i>	1,187,638	1,175,361	1,110,853	1,521,434	1,487,340
<i>Insurance &amp; Claims</i>	169,010	979,127	227,769	266,798	266,798
<i>Portland Building</i>	436,141	445,613	499,597	580,144	580,144
<i>Workers Compensation</i>	611,716	0	858,566	772,525	772,525
<i>Transportation Construction</i>	5,800	0	0	0	0
	4,529,063	4,872,516	5,219,421	5,929,434	5,895,340
<i>Capital Outlay</i>	4,086,509	3,770,707	3,694,424	6,930,353	8,615,744
<i>Equipment Cash Transfers</i>					
<i>Electronic Services</i>	11,406	18,864	42,400	15,850	15,850
<i>Fleet Services</i>	1,205	84,631	49,000	225,900	225,900
<i>Printing/Distribution Services</i>	0	0	5,850	0	0
	12,611	103,495	97,250	241,750	241,750
<i>Total Bureau Requirements</i>	33,765,968	34,872,316	36,295,338	42,812,845	45,585,135
<i>Fund Requirements</i>					
<i>Transfers to Other Funds – Cash</i>					
<i>General Fund Overhead</i>	1,353,991	1,433,728	1,550,423	1,395,381	1,395,381
<i>General – Utility License Fee</i>	0	0	2,416,640	2,588,268	2,588,268
<i>General Fund</i>	0	0	78,500	0	0
<i>Washington Cty Supply Bond Red</i>	0	134,348	162,728	126,285	126,285
<i>Water Bond Sinking</i>	6,176,510	7,032,411	6,461,622	6,617,349	6,617,349
<i>Water Construction</i>	5,036,626	5,275,956	9,551,414	8,830,036	8,830,036
	12,567,127	13,876,443	20,221,327	19,557,319	19,557,319
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	3,126,736	2,785,256	2,819,350
<i>Encumbrance Carryover</i>	0	0	0	3,120,363	0
<i>Total Contingency</i>	0	0	3,126,736	5,905,619	2,819,350
<i>Unappropriated Ending Balance</i>	6,807,304	3,815,055	0	0	0
<i>Total Fund Requirements</i>	19,374,431	17,691,498	23,348,063	25,462,938	22,376,669
<b>TOTAL REQUIREMENTS</b>	53,140,399	52,563,814	59,643,401	68,275,783	67,961,804

**BUREAU OF WATER WORKS (180)**

Water Operating Fund (153)

Public Affairs

**APPROPRIATION SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$17,490,129	\$18,561,990	\$20,295,891	\$21,775,070	\$21,775,070
<i>External Materials and Services</i>	7,647,656	7,563,608	6,988,352	7,936,238	9,057,231
<i>Internal Materials and Services</i>	4,529,063	4,872,516	5,219,421	5,929,434	5,895,340
<i>Capital Outlay</i>	4,086,509	3,770,707	3,694,424	6,930,353	8,615,744
<i>Cash Transfers-Equipment</i>	12,611	103,495	97,250	241,750	241,750
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$33,765,968</b>	<b>\$34,872,316</b>	<b>\$36,295,338</b>	<b>\$42,812,845</b>	<b>\$45,585,135</b>
<b><u>Authorized Full-Time Positions</u></b>					
<b><i>Total</i></b>	<b>465</b>	<b>475</b>	<b>483</b>	<b>490</b>	<b>490</b>
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$33,135,132	\$33,235,107	\$40,574,852	\$43,347,142
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$33,135,132</b>	<b>\$33,235,107</b>	<b>\$40,574,852</b>	<b>\$43,347,142</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		54,367	305,540	280,000	280,000
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		1,682,817	2,754,691	1,957,993	1,957,993
<b><i>TOTAL FUNDING</i></b>		<b>\$34,872,316</b>	<b>\$36,295,338</b>	<b>\$42,812,845</b>	<b>\$45,585,135</b>
<b><u>PROGRAMS</u></b>					
<i>Administration</i>		\$2,417,392	\$1,205,967	\$1,357,897	\$1,426,378
<i>Finance</i>		8,172,534	7,127,635	8,345,035	8,355,435
<i>Distribution</i>		18,296,405	20,589,292	21,757,180	23,820,793
<i>Supply</i>		4,428,866	4,784,397	7,150,902	7,215,744
<i>Water Quality</i>		1,557,119	2,588,047	4,201,831	4,766,785
<b><i>TOTAL PROGRAM</i></b>		<b>\$34,872,316</b>	<b>\$36,295,338</b>	<b>\$42,812,845</b>	<b>\$45,585,135</b>

**GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The 1990-91 Budget for the Water Operating Fund is \$67,961,804, which is \$8,318,403 more than the 1989-90 Revised Budget and includes a total of 490 positions, compared with 483 positions in 1989-90. The total budget supports cash transfer requirements of \$19.5 million, an operating budget of \$31,486,104 and a capital improvement program of \$14,098,931 which reflects increase of \$3,561,822 and \$5,727,875 respectively.

Of the \$3.56 million increase in the total operating budget, \$1.58 is attributable to inflation, \$.4 million represents re-appropriation of outstanding encumbrances at year-end, and the remaining \$1.59 supports the following service level enhancements:

Customer Billing and Information System -- The funding level includes approximately \$534,000 for the development and purchase of a new customer accounts billings system for sewer and water customers. Of the total package costs, \$300,000 is identified for the purchase of the new billing system software and the remaining \$234,000 funds a five position in-house project team. The positions include two Senior Program analysts and



## BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

### APPROPRIATION SUMMARY

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#### GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

three customer account staff. It should be noted, this package represents the first phase of the project and full implementation of the new billing system is projected to be completed in 1992-93. The CBIS project is a joint venture between the Bureau of Water Works and the Bureau of Environmental Services. Therefore, the budget for BES also includes \$300,000 to support software costs and the interagency agreement with Water includes \$117,000 for personal services requirements.

Rerouting Program -- The cost of the rerouting program is \$20,000 and will enable the meter reading section to perform a comprehensive realignment of the daily routes. The route management software will complement the new billing system.

Water Quality -- The proposed funding level includes \$265,000 for additional Water Quality services to ensure compliance with new U.S. Environmental Protection Agency regulations and conduct further studies of the monitoring program in the Bull Run Watershed and groundwater contamination in Portland's Columbia South Shore Wellfield.

Increased Computer Services Support -- The interagency agreement with Computer Services has been increased approximately \$66,000 to provide enhanced software and system programming support. The software enhancements will allow for a structuring of the IBM 3990 mainframe to provide near 24-hour/day operation and more efficient program development and data access. In addition, the increased interagency funds an additional system programmer one-half time to ensure that new software is installed in a timely manners, as well as to reduce the backlog of system software changes pending.

Engineering Position -- An additional full-time Engineering position is funded in the amount of \$74,000. This position will assume a portion of the duties of the principal engineer in charge of Special Projects which include the development of mapping, drafting, and design standards, as well as evaluating the Bureau's Computer Aided Dispatch efforts on Intergraph.

Equipment/Fleet Management -- The interagency agreement with the Fleet Operating Fund reflects an increase of approximately \$623,000. The fleet services portion provides for over-age replacement charges, additional replacement charges, maintenance increases and new vehicle maintenance costs for the new vehicles funded by the other portion of this package. Acquisition of additional vehicles and equipment to be purchased in 1990-91 total \$259,800 and represents the second year of a six-year equipment acquisition program.

Aside from the aforementioned service enhancements, the current service levels are maintained in the five program areas of the Bureau of Water Works which include: Administration, Water Finance, Water Distribution, Water Supply and Water Quality.

The Capital Improvement Program supported by the 1990-91 Budget totals \$14,098,931 and includes 40 projects which provide for capitalized maintenance and improvements/expansions to the water supply, distribution and water quality systems. Of the \$14.1 million CIP program, \$2.3 supports the re-appropriation of encumbrances associated with multi-year capital improvement projects

## **BUREAU OF WATER WORKS (180)**

Water Operating Fund (153)

Public Affairs

*APPROPRIATION SUMMARY*

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### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)**

Distribution capital projects total \$6,697,400 and support improvements and maintenance to the mains carrying water from central storage facilities to services, storage tanks, pump stations, hydrants meters, valves and related facilities. Major improvement projects include the Petition Main program (\$810,000), Fire Main program (\$600,000) and the Water Control Center (\$800,400). In addition, six projects are proposed to meet water needs for annexed areas: Hayden Island Supply Improvement, Columbia South Shore, Pump Replacements at Springville, Burnside and Calvary, and Skyline/Greenleaf Main. These projects total \$1,126,000 and will bring the facilities up to current Water Bureau standards for new City customers. The remaining \$3.4 million supports on-going maintenance of the mains, pumps, reservoirs, tanks, and hydrants.

Capital projects affecting the Water Supply system which include dams, headworks, reservoirs, conduits, storage facilities, and transmission mains total \$2,444,000. Projects that fall into this category include Supply Cathodic Protection, Mt. Tabor and Washington Park Reservoir Maintenance, Conduit Maintenance at Ditch Camp, Dam 1 Needle Valves/Towers and Wellfield Maintenance.

Projects which address the requirements of the Water Quality system total \$2,570,000. Of this amount, \$1.2 million is identified for the Bull Run Ozone Treatment project and \$1.3 million for Lab Improvements to address federal and state regulations promulgated in response to the Safe Drinking Water Act.

At the fund level, cash transfer requirements total \$19.5 million which includes \$8.8 million to the Water Construction Fund to support CIP expenditures, \$6.6 million to the Water Bond Sinking Fund to pay principal and interest on bonds issued to finance improvements to the City's water system and approximately \$4.0 million to the General Fund. Of the transfer to the General Fund \$1,395,381 is for overhead charges and \$2,588,268 represents utility license fee requirements.

The operating and capital expenditure level in the Water Operating Fund is supported by the proposed retail (inside-City customers) rate increase of 7.38%. Based upon this rate increase water sales revenue is projected to be \$40.4 million, compared to \$37.5 million in 1989-90. Of this amount, water sale revenue received from inside-City customers total \$32.6 million and \$7.8 million from outside-City customers. The Water Operating Fund is primarily supported by water sale revenues, as well as cash transfers of \$16.0 million, service reimbursements of \$1.9 million, and miscellaneous revenues of \$.9 million.

### **BUREAU PERFORMANCE OBJECTIVES**

The Bureau of Water Works submitted the following performance objectives for 1990-91:

#### **ADMINISTRATION**

Actively pursue Affirmative Action employment.

Satisfactorily address legal and regulatory water issues at the local, state and federal levels.

Continue ongoing implementation of community relations plan.

Successfully transition the Hydroelectric operation into the Water Bureau.

Oversee satisfactory implementation of the Bureau capital improvement program.

## BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

APPROPRIATION SUMMARY

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### BUREAU PERFORMANCE OBJECTIVES (cont'd)

#### FINANCE

- Successfully implement the City's new financial system within the Bureau.
- Successfully sell bonds to finance the capital program by November, 1990.
- Maintain accounting records in a manner consistent with generally accepted accounting principles as verified by an external auditor by November, 1990.
- Complete multi-year Bureau financial plan by May, 1991.
- Establish water rates and charges using cost of service methodology by April, 1991.
- Complete research, analysis and design for new Customer Billing and Information System.
- Enhance computer system to ensure availability to Bureau users.
- Provide water and sewer billings within two days of meter readings.
- Collect payment from all active accounts within 50 days of billing.
- Answer incoming telephone calls in Customer Accounts section within one minute.

#### DISTRIBUTION

- Provide response to all system emergencies within 15 minutes.
- Complete all system emergency repairs within 24 hours of call.
- Repair all out-of-service fire hydrants within 5 days of work request.
- Complete all scheduled service and main adjustments for the Oregon Department of Transportation and Tri-Met.
- Complete construction and implement operation of the Water Control Center by June 30, 1991.
- Complete relocation, relining and repair of Conduit 3 by June 30, 1991.
- Complete construction of new Calvary Pump Station and installation of new pumps by June 30, 1991.
- Complete sandblasting and painting of Calvary Tank by June 30, 1991.
- Complete repair of Dam No. 2 Sluice gates by June 30, 1991.
- Complete design and remodeling of Interstate's women's restrooms, lockers and showers, to assist affirmative action employment recruiting by June 30, 1991.
- Complete design for main and pump improvements at Burnside and Springville Pump Station by June 30, 1991.

#### SUPPLY

- Provide water at standard levels of pressure, between 20 to 110 pounds per square inch.
- Maintain minimum of three days water storage to meet average demand.
- Complete replacement of two needle valves in Dam No. 1 by June 30, 1991.
- Complete reinforcement of Denver water storage tank to withstand seismic activity by June 30, 1991.
- Complete installation of new valves in main booster pumps for groundwater wells by June 30, 1991.
- Complete backup chlorination system upgrade to meet standard of primary system by June 30, 1991.

## BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

APPROPRIATION SUMMARY

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### BUREAU PERFORMANCE OBJECTIVES (cont'd)

#### WATER QUALITY

Monitor the system's water quality to ensure that it meets the U.S. EPA and State of Oregon Water Quality Standards.

Monitor and maintain water quality to ensure that public health problems related to water supply are below national averages.

Complete Bull Run Water Treatment (Ozone) Pilot Plan, and implement operation by June 30, 1991.

Complete U.S. Geological Survey sediment study in the watershed by June 30, 1991.

Implement Wyden Task Force studies recommendations for watershed monitoring processes which includes: 1) continue giardia monitoring, 2) initiate water quality flavor profile process, and 3) complete key station upgrade at two sites. Also, in conjunction with the U.S. Forest Service: 4) improve procedural monitoring in the Watershed, 5) complete water quality standards for nutrient parameters, and 6) review watershed entrance policy.

**BUREAU OF WATER WORKS (180)**

Water Operating Fund (153)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>ADMINISTRATION</u></b>				
<i>Total Expenditures</i>	\$2,417,392	\$1,205,967	\$1,357,897	\$1,426,378
<i>Authorized Full-Time Positions</i>	17.00	15.00	16.00	16.00
<i>Performance/Workload Measures:</i>				
Implementation of Community Relations Plan	N/A	100%	100%	100%
Implementation of Capital Improvement Project	N/A	100%	100%	100%

The 1990-91 Budget for the Administration program is \$1,426,378, which is \$220,411 more than 1989-90. The Administration program is responsible for overall planning, development and operation of the Water Bureau and provides liaison with the Commissioner-in-charge, City Council, water districts, and water related State and Federal agencies. Other program activities include bureau-wide training and development, community service, annexation coordination, long-range planning, and Youth employment programs.

**FINANCE**

<i>Total Expenditures</i>	\$8,172,534	\$7,127,635	\$8,345,035	\$8,355,435
<i>Authorized Full-Time Positions</i>	91.00	96.00	101.00	101.00
<i>Performance/Workload Measures:</i>				
Ensure 5 Water Funds Maintain Positive Balance	100%	100%	100%	100%
Successful Completion of Annual Audit	N/A	1	1	1

The 1990-91 Budget for the Finance program is \$8,355,435, which is \$1,227,800 more than 1989-90. This program supports all central financial, administrative, and personnel activities throughout the Bureau, as well as acting as the primary customer contract through meter reading and billing/collecting activities which are supported by an internal computer operating. Both the funding and staffing level reflect the impact of the Customer and Information Billing System. Total project costs are \$534,000 for 1990-91, of which \$300,000 is identified for the purchase of the new billing system software and the remaining \$234,000 funds a five position in-house project team. The positions include two Senior Program analysts and three customer account staff.

**BUREAU OF WATER WORKS (180)**

Water Operating Fund (153)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>DISTRIBUTION</u></b>				
<i>Total Expenditures</i>	\$18,296,405	\$20,589,292	\$21,757,180	\$23,820,793
<i>Authorized Full-Time Positions</i>	285.00	286.00	285.00	285.00
<i>Performance/Workload Measures:</i>				
Respond t System Emergencies				
Within 15 Minutes	100%	100%	100%	100%
Complete System Emergency Repairs				
Within 24 Hours	100%	100%	100%	100%

The 1990-91 Budget for the Water Distribution program is \$23,820,793, which is \$3,231,501 more than 1989-90. This program is responsible for the operation, maintenance, and improvement of the water distribution system within the City and supports the activities of the Operation and Engineering Division. In addition, this program oversees a capital improvement budget of \$6.7 million which includes installation of new facilities such as mains, storage tanks, pump stations, and hydrants as well as maintenance of the water infrastructure.

**SUPPLY**

<i>Total Expenditures</i>	\$4,428,866	\$4,784,397	\$7,150,902	\$7,215,744
<i>Authorized Full-Time Positions</i>	62.00	65.00	66.00	66.00
<i>Performance/Workload Measures:</i>				
Meet Customer Demand For Water	100%	100%	100%	100%
Ensure Three Days of Water Storage	100%	100%	100%	100%

The 1990-91 Budget for the Water Supply program is \$7,215,744, which is \$2,431,347 more than 1989-90. The funding level provides for the operation and maintenance of the supply system which provides water to the City and other wholesale purveyors. The supply system includes all facilities in the Bull Run watershed, the Columbia South Shore wellfield, conduits, storage reservoirs, tanks, chlorination facilities and the new Water Control Center. The Water Control Center is scheduled to become operational in 1990-91 and will continuously monitor the status of the distribution and supply system. The Capital Improvement Program managed by the Water Supply program totals \$2,444,000 as compared to approximately \$670,000 in 1989-90 which accounts for the increased program funding.

**BUREAU OF WATER WORKS (180)**

Water Operating Fund (153)

Public Affairs

**PROGRAM SUMMARY**

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>WATER QUALITY</u></b>				
<i>Total Expenditures</i>	\$1,557,119	\$2,588,047	\$4,201,831	\$4,766,785
<i>Authorized Full-Time Positions</i>	20.00	21.00	22.00	22.00
<i>Performance/Workload Measures:</i>				
Attain State and EPA Water				
Quality Standards	100%	100%	100%	100%

The 1990-91 Budget for the Water Quality program is \$4,766,785, which is \$2,178,738 more than 1989-90. This program is responsible for ensuring that all U.S. Environmental protection Agency and State of Oregon water quality standards are attained and that the water quality is maintained and improved in the distribution system, the groundwater supply, and the watershed. Of the total funding level, \$2,570,000 supports the Capital Improvement Program as compared to \$1.3 million in 1989-90. Furthermore, the budget includes an additional \$265,000 to ensure compliance with new U.S. EPA regulations and conduct studies of the monitoring program in the Bull Run Watershed and groundwater contamination in Portland's Columbia South Shore Wellfield.

**BUREAU OF WATER WORKS (180)****Water Operating Fund (153)****Public Affairs****LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$12,363,867	\$12,753,246	\$13,856,260	\$14,903,405	\$14,903,405
5120 Part-Time Employees	388,048	375,441	366,318	331,092	331,092
5140 Overtime	264,599	376,070	305,760	289,500	289,500
5150 Premium Pay	86,006	86,583	89,045	74,150	74,150
5170 Benefits	4,387,609	4,970,650	5,678,508	6,176,923	6,176,923
<b>Total Personal Services</b>	<b>\$17,490,129</b>	<b>\$18,561,990</b>	<b>\$20,295,891</b>	<b>\$21,775,070</b>	<b>\$21,775,070</b>
5210 Professional Services	\$1,087,296	\$572,642	\$1,551,957	\$1,995,125	\$2,675,430
5220 Utilities	1,647,296	862,140	1,143,430	1,107,000	1,107,000
5230 Equipment Rental	57,805	132,112	52,850	69,150	69,428
5240 Repair & Maintenance	156,395	345,487	401,200	293,150	402,214
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	403,205	514,729	624,870	831,903	975,616
5310 Office Supplies	(20,625)	4,892	51,100	60,050	61,966
5320 Operating Supplies	588,119	540,080	616,550	652,250	661,075
5330 Repair & Maintenance Supplies	1,756,350	2,252,235	2,083,750	2,391,400	2,429,634
5340 Minor Equipment	34,023	53,064	49,500	107,270	110,395
5350 Clothing	42,923	44,928	47,680	45,850	57,292
5390 Other Commodities	8,983	13,602	7,400	10,285	10,285
5410 Education	58,431	49,483	70,320	80,140	81,040
5420 Local Travel	5,530	13,733	8,650	9,830	9,830
5430 Out-of-Town Travel	63,466	67,909	87,300	94,575	94,575
5440 External Rent	0	10	0	0	0
5450 Interest	0	1,927	0	0	0
5460 Refunds	0	55	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	1,758,459	2,094,580	191,795	188,260	311,451
<b>Subtotal External Materials &amp; Services</b>	<b>\$7,647,656</b>	<b>\$7,563,608</b>	<b>\$6,988,352</b>	<b>\$7,936,238</b>	<b>\$9,057,231</b>
5510 Fleet Services	\$1,187,638	\$1,175,361	\$1,110,853	\$1,521,434	\$1,487,340
5520 Printing/Distribution	415,866	433,762	453,265	516,340	516,340
5530 Facilities Services	436,141	443,663	499,597	580,144	580,144
5540 Communications	331,812	350,477	380,258	411,505	411,505
5550 Data Processing	553,696	651,840	734,079	868,352	868,352
5560 Insurance	780,726	979,127	1,086,335	1,039,323	1,039,323
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	823,184	838,286	955,034	992,336	992,336
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$4,529,063</b>	<b>\$4,872,516</b>	<b>\$5,219,421</b>	<b>\$5,929,434</b>	<b>\$5,895,340</b>
<b>Total Materials &amp; Services</b>	<b>\$12,176,719</b>	<b>\$12,436,124</b>	<b>\$12,207,773</b>	<b>\$13,865,672</b>	<b>\$14,952,571</b>
5610 Land	\$19,044	\$432,668	\$40,470	\$0	\$0
5620 Buildings	164,479	15,661	96,750	2,188,300	2,188,300
5630 Improvements	3,320,428	2,768,843	3,174,335	4,289,200	5,961,162
5640 Equipment	582,558	553,535	382,869	452,853	466,282
<b>Total Capital Outlay</b>	<b>\$4,086,509</b>	<b>\$3,770,707</b>	<b>\$3,694,424</b>	<b>\$6,930,353</b>	<b>\$8,615,744</b>
5730 Cash Transfers - Equipment	\$12,611	\$103,495	\$97,250	\$241,750	\$241,750
<b>Total Appropriation</b>	<b>\$33,765,968</b>	<b>\$34,872,316</b>	<b>\$36,295,338</b>	<b>\$42,812,845</b>	<b>\$45,585,135</b>



# BUREAU OF WATER WORKS (180)

## Water Operating Fund (153)

### Public Affairs

### FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
1744	Water Bureau Administrator	1	62,545	1	63,559	1	63,308	1	65,541	1	65,541
4113	Gardener	1	46,123	2	55,084	2	55,672	2	57,616	2	57,616
3356	Urban Services Coordinator	1	7,754	1	24,210	0	0	0	0	0	0
3285	Water Analytic Chemist	1	29,750	1	32,805	1	33,035	1	34,778	1	34,778
3284	Water Microbiologist	1	28,809	1	30,689	1	32,483	1	34,778	1	34,778
3280	Water Laboratory Technician	2	84,386	4	101,935	4	111,309	4	114,040	4	114,040
3261	Lead Instrument Technician	0	0	0	0	1	35,070	1	36,296	1	36,296
3260	Instrument Technician	2	66,440	3	98,845	2	66,830	2	69,180	2	69,180
3235	Water Planning Coord.	0	0	0	0	1	41,711	1	44,625	1	44,625
3216	Right-of-Way Tech.	0	0	0	0	1	26,707	0	0	0	0
3185	Groundwater Specialist	0	0	1	0	0	0	0	0	0	0
3180	Water Utility Engineer	1	44,876	1	45,560	1	45,381	1	46,966	1	46,966
3177	Water Engineer Supervisor	5	166,195	2	48,124	4	188,287	4	196,936	4	196,936
3175	Chief Engineer	1	54,286	1	55,165	1	54,949	1	56,867	1	56,867
3169	Principal Engineer	1	115,559	4	199,480	4	199,092	5	261,333	5	261,333
xxxx	Water Ctl. Ctr. Sup	0	0	0	0	0	0	1	44,470	1	44,470
3166	Engineer IV	8	373,754	9	409,374	5	224,444	0	0	0	0
3165	Engineering Survey Manager	1	4,273	0	43,320	1	44,337	1	46,966	1	46,966
3164	Engineer	0	0	0	0	0	0	5	231,128	5	231,128
3163	Eng. Associate B	0	0	0	0	0	0	10	384,138	10	384,138
3162	Engineer III	6	63,402	6	95,329	9	339,520	0	0	0	0
3161	Civil Engineer Assoc. II	0	132,923	0	67,044	0	0	0	0	0	0
3160	Engineer I - Civil	3	100,140	3	63,336	2	65,852	0	0	0	0
3153	Eng. Associate A	0	0	0	0	0	0	1	37,308	1	37,308
3151	Public Works Inspector II	1	37,741	1	38,260	1	38,104	1	39,437	1	39,437
3150	Public Works Inspector I	2	67,443	2	60,303	2	68,273	2	67,142	2	67,142
3140	Engineering Technician	5	158,623	6	155,907	6	183,833	0	0	0	0
3132	Chief Drafting Specialist	1	39,315	1	39,791	1	39,737	1	41,122	1	41,122
3131	Senior Drafting Specialist	4	96,570	4	95,302	4	125,923	0	0	0	0
3130	Drafting Specialist	4	151,110	4	166,912	4	117,228	0	0	0	0
3129	Drafting Technician	0	0	0	0	0	0	8	257,085	8	257,085
3124	Surveyor III	1	35,362	1	0	0	0	0	0	0	0
3123	Surveyor II	0	0	0	0	1	31,697	1	34,674	1	34,674
3122	Surveyor I	1	51,567	2	62,653	2	62,544	2	64,730	2	64,730
3121	Surveying Aide II	1	7,988	0	0	0	0	0	0	0	0
3120	Surveying Aide I	1	11,907	0	7,245	1	21,078	1	24,066	1	24,066
3113	Senior Engineering Aide	2	46,548	2	44,015	2	50,265	0	0	0	0
3112	Engineering Aide	4	86,506	4	45,678	3	64,349	0	0	0	0
3108	Technician II	0	0	0	0	0	0	9	292,469	9	292,469
3107	Technician I	0	0	0	0	0	0	5	121,493	5	121,493
1785	Watershed Resource Advisor	1	45,047	1	45,386	1	45,381	0	0	0	0
1784	Wr Resource Proj. Mgr	0	0	0	0	0	0	1	48,734	1	48,734
1780	Watershed Hydrologist	1	33,522	1	38,697	1	35,669	1	36,920	1	36,920
1775	Water Analysis Supervisor	1	37,727	1	39,478	1	40,141	1	41,558	1	41,558
1773	Assistant Chief Operating Engr	1	34,737	1	36,288	1	36,089	1	37,357	1	37,357
1772	Chief Water Operating Engr.	1	39,707	1	40,278	1	40,120	1	41,538	1	41,538
1771	Lead Operating Engineer	7	189,920	8	216,301	13	399,596	13	414,337	13	414,337
<b>TOTAL THIS PAGE</b>		<b>74</b>	<b>2,552,555</b>	<b>80</b>	<b>2,566,353</b>	<b>86</b>	<b>3,028,014</b>	<b>90</b>	<b>3,325,628</b>	<b>90</b>	<b>3,325,628</b>

# BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		74	2,552,555	80	2,566,353	86	3,028,014	90	3,325,628	90	3,325,628
1770	Operating Engineer	15	484,860	16	439,466	10	293,207	9	273,123	9	273,123
1765	Water Operations Sched. Coord	1	36,035	1	36,769	1	36,598	1	37,898	1	37,898
1760	Water Operations Sched. Spec.	2	62,617	2	65,187	2	65,133	2	67,434	2	67,434
1750	Headworks Operator	7	196,438	7	205,023	7	205,246	7	212,429	7	212,429
1748	Water Headworks Pipeline Insp	1	30,442	1	30,788	1	30,181	1	31,866	1	31,866
1747	Water Services Officer	1	45,274	1	45,999	1	45,827	1	47,424	1	47,424
1742	Director Finance & Admin	1	53,532	1	54,392	1	54,185	1	56,077	1	56,077
1738	Water Operations Director	1	54,062	1	56,484	2	104,417	2	112,154	2	112,154
1737	Water Operations Manager	0	0	0	0	5	200,598	5	226,095	5	226,095
1736	Water Operations Supervisor	6	245,888	5	205,114	0	0	0	0	0	0
1734	Water Operations Foreman	15	480,928	15	514,708	15	513,989	15	533,422	15	533,422
1721	Lead Meter Mechanic	1	36,428	1	36,985	1	30,785	1	31,866	1	31,866
1720	Water Service Mechanic	49	1,254,239	50	1,324,743	50	1,466,046	53	1,608,391	53	1,608,391
1718	Water Meter Technician	3	79,576	3	80,478	3	80,643	3	83,430	3	83,430
1716	Customer Accounts System Mgr	1	39,635	1	42,659	1	40,120	1	46,467	1	46,467
1715	Customer Accounts System Sup	1	32,610	1	32,928	0	0	0	0	0	0
1714	Water Quality Technician	2	28,385	2	57,324	2	59,051	0	0	0	0
1713	Water Quality Inspector	3	82,798	3	108,920	3	82,424	3	85,302	3	85,302
1712	Senior Water Svc Inspector	1	35,694	1	37,330	1	34,900	1	36,130	1	36,130
1711	Water Service Inspector	8	219,772	9	239,067	9	238,111	9	246,546	9	246,546
1710	Water Meter Reader	14	315,786	14	303,217	14	304,670	14	339,703	14	339,703
1709	Lead Water Quality Inspector	1	30,078	1	1,843	1	28,267	1	29,848	1	29,848
1708	Asst. Sr. Wtr Serv Insp	0	0	0	0	1	22,942	1	29,120	1	29,120
1532	Automotive Mechanic	1	26,861	1	6,033	1	29,321	1	30,347	1	30,347
1524	General Mechanic	2	64,720	2	47,510	2	58,497	2	60,694	2	60,694
1515	Welder Foreman	1	32,984	1	33,662	1	33,246	1	34,403	1	34,403
1513	Welder	2	58,649	2	58,743	2	58,642	2	60,694	2	60,694
1457	Supervising Electrician	1	36,419	1	36,999	1	36,853	1	38,147	1	38,147
1453	Electrician	3	99,305	3	121,402	4	133,661	4	138,360	4	138,360
1442	Water Operations Painter	3	42,224	3	79,431	3	83,285	3	88,671	3	88,671
1439	Lead Water Operations Painter	1	29,629	1	30,140	1	30,021	1	31,075	1	31,075
1422	Carpenter Foreman	1	32,225	1	33,239	1	33,246	1	34,403	1	34,403
1420	Carpenter	5	129,802	5	145,044	6	174,759	6	182,082	6	182,082
1410	Concrete Finisher	2	38,256	2	47,408	2	58,642	2	60,694	2	60,694
1318	Contruction Equipment Op III	1	23,325	1	0	0	0	0	0	0	0
1316	Contruction Equipment Op II	11	326,677	11	339,636	13	349,305	15	451,770	15	451,770
1315	Contruction Equipment Op I	1	16,340	1	27,655	1	27,625	1	28,579	1	28,579
1313	Automotive Equipment Op III	0	15,582	1	28,484	1	27,369	1	28,330	1	28,330
1311	Automotive Equipmnet Op II	17	357,465	16	360,676	16	389,523	14	376,236	14	376,236
1283	Water Svc Mechanic Apprentice	8	164,418	8	225,400	7	195,773	7	203,987	7	203,987
1281	Carpenter Apprentice	1	22,132	1	27,293	0	0	0	0	0	0
1223	Senior Utility Worker	1	0	0	0	1	25,459	1	25,563	1	25,563
1218	Utility Worker	71	1,672,006	70	1,669,887	73	1,790,991	76	1,928,537	76	1,928,537
1212	Water Works Helper	29	477,695	28	413,279	28	661,523	19	450,958	19	450,958
TOTAL THIS PAGE		370	10,064,346	375	10,217,698	381	11,163,095	379	11,713,883	379	11,713,883

# BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		370	10,064,346	375	10,217,698	381	11,163,095	379	11,713,883	379	11,713,883
1210	Laborer	0	109,474	0	79,345	0	0	0	0	0	0
1115	Building Maintenance Mechanic	1	28,978	1	29,477	1	29,321	1	30,347	1	30,347
1110	Custodian	0	11,614	1	0	0	0	0	0	0	0
0975	Deputy Director	0	0	0	0	1	60,091	1	60,091	1	60,091
0950	Assistant Financial Analyst	0	0	0	0	1	24,356	1	25,709	1	25,709
0943	Economist II	0	0	0	18,796	1	43,573	1	45,063	1	45,063
0852	Loss Control Officer	0	0	1	37,178	1	40,713	1	42,120	1	42,120
0847	Communications Svcs Officer	0	0	1	33,680	1	34,985	1	36,213	1	36,213
0833	Senior Financial Analyst	2	76,567	2	63,237	2	78,708	4	156,872	4	156,872
0829	Financial Analyst	1	8,399	1	33,707	1	33,967	1	35,859	1	35,859
0828	Senior Management Analyst	1	53,346	1	38,662	1	39,854	2	78,140	2	78,140
0827	Management Analyst	0	17,976	1	55,379	3	67,683	2	70,250	2	70,250
0826	Assistant Mgmt Analyst	0	17,424	2	25,816	2	58,470	3	86,903	3	86,903
0819	Administrative Assistant I	4	86,839	3	68,942	0	0	0	0	0	0
0815	Urban Services Manager	0	36,409	0	0	0	0	0	0	0	0
0660	Human Relations Manager	1	43,080	1	44,656	0	0	0	0	0	0
0650	Training & Development Officer	0	0	1	34,166	1	27,496	1	36,920	1	36,920
0548	Administrative Svcs Director	1	24,657	1	47,654	1	47,481	1	49,546	1	49,546
0545	Administrative Services Officer II	0	6,509	0	0	0	0	0	0	0	0
0517	Utilities Accountant	1	103,941	2	96,851	3	77,141	3	119,194	3	119,194
0515	Senior Accountant	1	34,043	1	57,900	2	57,491	2	59,488	2	59,488
0514	Associate Accountant	1	21,904	1	46,899	2	50,001	2	55,452	2	55,452
0510	Accounting Assistant	3	45,569	3	24,236	2	43,798	2	45,344	2	45,344
0413	Stores System Manager	1	38,524	1	39,112	1	38,847	1	40,206	1	40,206
0411	Stores Supervisor I	1	29,334	1	29,792	1	29,660	1	30,701	1	30,701
0410	Storekeeper I	3	72,171	3	56,697	3	77,586	3	80,310	3	80,310
0388	Data Entry Coordinator	1	27,563	1	28,320	0	0	0	0	0	0
0385	Systems Manager	1	46,970	1	47,773	1	47,375	1	49,046	1	49,046
0383	Principal Programmer Analyst	2	81,228	2	89,489	2	89,998	2	91,021	2	91,021
0380	MIS Analyst	0	0	0	0	1	31,533	1	36,535	1	36,535
0379	Asst. MIS Analyst	0	0	0	2,579	1	19,989	1	27,484	1	27,484
0373	Senior Programmer Analyst	2	56,029	2	63,683	3	113,583	5	194,894	5	194,894
0372	Programmer Analyst	3	93,437	3	121,689	2	69,249	2	70,941	2	70,941
0371	Data Processing Analyst/Oper	1	28,597	1	30,549	1	38,075	1	32,368	1	32,368
0348	Word Processing Operator	1	3,657	1	23,875	0	0	0	0	0	0
0346	Word Processing Operator II	2	30,395	1	21,116	0	0	0	0	0	0
0345	Word Processing Operator I	2	28,033	2	41,483	2	43,389	2	44,928	2	44,928
0315	Service Dispatcher	2	46,684	3	48,102	2	48,034	2	49,712	2	49,712
0222	Secretarial Assistant	1	23,491	1	24,880	1	22,920	1	23,733	1	23,733
0221	Secretarial Clerk II	3	25,831	3	38,216	3	64,262	3	66,456	3	66,456
0220	Secretarial Clerk I	5	93,347	6	113,247	6	114,190	6	119,591	6	119,591
0210	Typist Clerk	1	17,398	1	17,802	0	0	0	0	0	0
0140	Data Entry Clerk	4	41,300	3	52,068	3	56,812	3	59,856	3	59,856
0133	Cust. Accts. Supv	0	0	0	0	3	90,792	4	117,784	4	117,784
TOTAL THIS PAGE		423	11,575,064	435	11,944,751	443	12,974,518	447	13,882,960	447	13,882,960

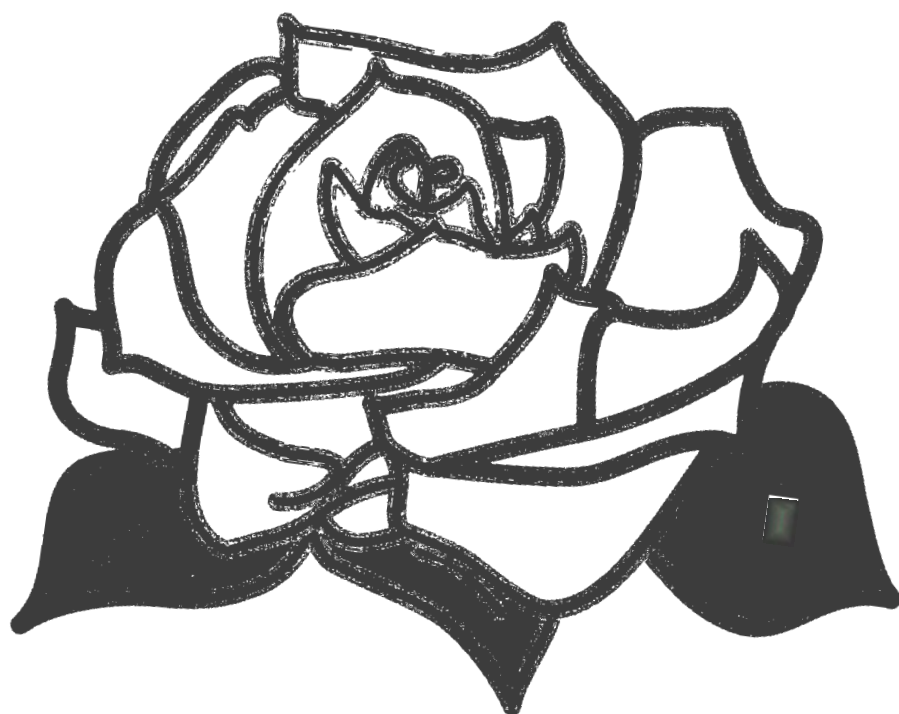
# BUREAU OF WATER WORKS (180)

Water Operating Fund (153)

Public Affairs

FULL-TIME POSITIONS

Class	Title	Actual FY 87-88		Actual FY 88-89		Revised Budget FY 89-90		Proposed FY 90-91		Adopted FY 90-91	
		No.	Amount	No.	Amount	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		423	11,575,084	435	11,944,751	443	12,974,518	447	13,882,960	447	13,882,960
0133	Billing Specialist Supervisor	1	6,839	1	7,587	0	0	0	0	0	0
0132	Cust. Accts. Spec II	0	0	0	0	3	73,819	4	103,336	4	103,336
0131	Billing Specialist	6	111,309	5	105,296	0	0	0	0	0	0
0131	Cust. Accts. Spec I	0	0	0	0	18	352,206	19	459,975	19	459,975
0124	Support Services Supervisor	1	25,292	1	27,152	1	27,029	1	27,955	1	27,955
0123	Credit Relations/Collect Sup	1	26,729	1	27,051	0	0	0	0	0	0
0120	Credit Relations Rep	7	128,873	7	120,077	0	0	0	0	0	0
0119	Customer Services Spec Sup	1	7,404	0	0	0	0	0	0	0	0
0118	Customer Services Rep	9	145,332	9	157,600	0	0	0	0	0	0
0117	Office Manager II	1	28,639	1	29,372	2	57,075	2	60,528	2	60,528
0116	Office Manager I	2	33,427	2	26,824	1	22,568	1	27,225	1	27,225
0115	Supervising Clerk	0	16,666	0	23,118	1	20,946	1	24,419	1	24,419
0114	Clerical Specialist	12	258,293	11	284,418	14	296,200	15	317,007	15	317,007
	Lead Headworks Operator	1	0	1	0	0	0	0	0	0	0
	Technical Support Specialist	0	0	1	0	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		465	12,363,867	475	12,753,246	483	13,824,361	490	14,903,405	490	14,903,405
<u>LIMITED-TERM POSITIONS:</u>											
1218	Utility Worker	1	0	1	0	1	3,633	0	0	0	0
1311	Auto Equipment II	0	0	2	0	1	4,308	0	0	0	0
1316	Construction Equipment Operator II	0	0	1	0	1	4,337	0	0	0	0
1710	Meter Reader	0	0	1	0	1	10,311	0	0	0	0
3130	Drafting Specialist	0	0	1	0	1	9,310	0	0	0	0
TOTAL LIMITED-TERM		1	0	6	0	5	31,899	0	0	0	0
TOTAL INCLUDING LIMITED-TERM		465	12,363,867	475	12,753,246	483	13,856,260	490	14,903,405	490	14,903,405



## **Revenue and Reserve Funds**

Revenue funds receive revenues from specific sources which can be used for specific purposes only. The revenues need to be transferred to an operating fund in order to be expended.



**CETA FUND (253)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Transfers from Other Funds – Cash</i>					
<i>General</i>	\$0	\$0	587,790	\$0	\$0
<i>Federal Grants</i>	0	7,015	0	0	0
<i>Interest On Investments</i>	0	0	12,617	0	0
	0	7,015	600,407	0	0
 <i>Beginning Fund Balance</i>	 410,000	 198,366	 198,366	 0	 0
<b><u>TOTAL RESOURCES</u></b>	<b><u>\$410,000</u></b>	<b><u>\$205,381</u></b>	<b><u>\$798,773</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>	\$16,194	\$805,788	\$798,773	\$0	\$0
 <i>Unappropriated Ending Balance</i>	 393,806	 198,366	 0	 0	 0
<b><u>TOTAL REQUIREMENTS</u></b>	<b><u>\$410,000</u></b>	<b><u>\$1,004,154</u></b>	<b><u>\$798,773</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b><u>EXPENDITURES – AU 682</u></b>					
<i>Materials and Services</i>					
<i>210 Prof. Services</i>	\$11,585	\$0	\$0	\$0	\$0
<i>490 Miscellaneous</i>	4,609	805,778	798,773	0	0
<b><u>TOTAL APPROPRIATION</u></b>	<b><u>\$16,194</u></b>	<b><u>\$805,778</u></b>	<b><u>\$798,773</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

The City's Comprehensive Employment and Training Grant ended September, 1983. All outstanding audit liabilities have been fully accrued as of June 30, 1989. Future payments to reduce the liability will have no impact from a budgetary basis, that is they will be charged against prior year accrued expenditures. With the resolution of all audits, this fund is being reclassified from a Federal Fund to a City Agency and Trust Fund.



**CONVENTION AND TOURISM FUND (201)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Other Taxes</i>					
<i>Lodging Tax</i>	\$813,066	\$896,800	\$946,757	\$1,013,955	\$1,013,955
<i>Miscellaneous Revenue</i>					
<i>Interest on Investments</i>	79	1,811	1,000	1,000	1,000
<i>Total Revenue</i>	813,145	898,611	947,757	1,014,955	1,014,955
<i>Beginning Fund Balance</i>	(18,305)	7,674	(2,729)	0	0
<b><u>TOTAL RESOURCES</u></b>	<b>\$794,840</b>	<b>\$906,285</b>	<b>\$945,028</b>	<b>\$1,014,955</b>	<b>\$1,014,955</b>
<b><u>REQUIREMENTS</u></b>					
<i>External Materials &amp; Services</i>	\$768,028	\$891,530	\$943,805	\$988,485	\$988,485
<i>Internal Materials &amp; Services</i>					
<i>General</i>	0	0	0	19,591	19,591
<i>Total Bureau Requirements</i>	768,028	891,530	943,805	1,008,076	1,008,076
<i>General Operating Contingency</i>	0	0	0	0	0
<i>Cash Transfers to Other Funds</i>					
<i>General-Overhead</i>	26,812	17,484	1,223	6,879	6,879
<i>Unappropriated Ending Balance</i>	0	(2,729)	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$794,840</b>	<b>\$906,285</b>	<b>\$945,028</b>	<b>\$1,014,955</b>	<b>\$1,014,955</b>
<b><u>EXPENDITURES - AU 255</u></b>					
<i>External Materials &amp; Services</i>					
5490 <i>Miscellaneous</i>	768,028	891,530	943,805	988,485	988,485
<i>Internal Materials &amp; Services</i>					
5590 <i>Other Fund Services-Gen.</i>	0	0	0	19,591	19,591
	768,028	891,530	943,805	1,008,076	1,008,076
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$768,028</b>	<b>\$891,530</b>	<b>\$943,805</b>	<b>\$1,008,076</b>	<b>\$1,008,076</b>

The City of Portland collects a Transient Lodgings Tax which is 6% of the hotel/motel room revenue. Five percent (5%) is deposited to the General Fund, and one percent (1%) is deposited to the Convention and Tourism Fund which reflects an estimate of the revenue receipts from this source. The City Charter dedicates the one percent (1%) towards the promotion and procurement of convention business and tourism and currently contracts with the Portland Oregon Visitors Association (POVA) for this service. The increase in resources from FY 1989- 90 is the result of an increase in transient lodgings taxes collected. The increase in requirements reflects the transfer of additional funds to POVA and an Interagency Service Agreement between the Bureau of Licenses and the Fund to cover POVA Administrative costs.

**GENERAL RESERVE FUND (202)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	\$0	\$94,684	\$103,017	\$0	\$392,000
<b><i>Total Revenue</i></b>	<b>0</b>	<b>94,684</b>	<b>103,017</b>	<b>0</b>	<b>392,000</b>
<i>Transfer from Other Funds – Cash</i>					
<i>General</i>	4,950,000	1,340,283	9,620,513	2,000,000	2,000,000
<i>Beginning Fund Balance</i>	0	1,000,000	2,434,967	12,313,530	12,313,530
<b><i>TOTAL RESOURCES</i></b>	<b>\$4,950,000</b>	<b>\$2,434,967</b>	<b>\$12,158,497</b>	<b>\$14,313,530</b>	<b>\$14,705,530</b>
<b><u>REQUIREMENTS – AU 295</u></b>					
<i>General Operating Contingency</i>	\$0	\$0	\$12,157,424	\$14,313,530	\$14,705,530
<i>Transfers to Other Funds – Cash</i>					
<i>General</i>	3,950,000	0	0	0	0
<i>Unappropriated Ending Balance</i>	1,000,000	2,434,967	1,073	0	0
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$4,950,000</b>	<b>\$2,434,967</b>	<b>\$12,158,497</b>	<b>\$14,313,530</b>	<b>\$14,705,530</b>

The General Reserve Fund was created in FY 1987–88 for the purpose of building a reserve for the General Fund. It has been the established objective of the Council to maintain a reserve level equivalent to 5% of General Fund resources. This reserve level is intended to cover annual fluctuations in resources and major unanticipated requirements.

Analysis of the reserve level has shown that the 5% level would not be adequate to offset the combination of slower revenue growth resulting from a downturn in the business cycle and to fund large unexpected expenditures. Therefore, with the adoption of the FY 1990–95 Financial Plan, the City established a policy to build the reserve level to 10% of General Fund resources. The second 5% would be reserved for countercyclical economic fluctuations.

The 1990–91 Budget reflects a transfer of \$2 million to the reserve fund, of which \$1.1 million is from a one-time lump sum AT&T franchise payment. This payment represents a lumpsum payment now for a new 10-year franchise associated with the use of the City's right-of-way. This brings the reserve level up to approximately 6 percent of General Fund resources.

Of the \$14.3 million budgeted in the Reserve fund, it is estimated that \$2 to \$3 million of the reserve may need to be used to pay extraordinary one-time expenses related to police and fire retirements expected to result from recent voter approval of pension reform.

**PARKING METER FUND (204)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Parking Fees</i>	\$3,686,186	\$3,919,878	\$3,750,000	\$3,881,186	\$3,881,186
<i>Fines &amp; Forfeits</i>					
<i>Parking Fines</i>	\$1,056,426	\$1,173,098	\$1,000,000	\$1,800,000	\$1,800,000
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	42,307	133,210	35,000	135,000	135,000
<i>Total Revenue</i>	<b>4,784,919</b>	<b>5,226,186</b>	<b>4,785,000</b>	<b>5,816,186</b>	<b>5,816,186</b>
<i>Transfers from Other Funds – Cash</i>					
<i>Transportation Operating</i>	0	404,963	0	0	0
	0	404,963	0	0	0
<i>Beginning Fund Balance</i>	738,118	1,023,037	1,869,017	1,869,000	1,869,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$5,523,037</b>	<b>\$6,249,223</b>	<b>\$6,654,017</b>	<b>\$7,685,186</b>	<b>\$7,685,186</b>
<b><u>REQUIREMENTS</u></b>					
<i>General Operating Contingency</i>	0	0	1,428,000	1,318,000	1,318,000
<i>Transfers to Other Funds–Cash</i>					
<i>Transportation Operating</i>	4,500,000	4,785,000	5,226,017	6,367,186	6,367,186
<i>Unappropriated Ending Balance</i>	1,023,037	1,869,186	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$5,523,037</b>	<b>\$6,654,186</b>	<b>\$6,654,017</b>	<b>\$7,685,186</b>	<b>\$7,685,186</b>

The Parking Meter Fund accounts for the revenue received from the City of Portland's parking meter system and violations of the parking ordinances. These funds support transportation related activities in the Transportation Operating Fund such as installation, operation, and maintenance of parking meters and regulation, enforcement, control, engineering and construction in connection with vehicle and pedestrian traffic within the City.

Total resources in the fund reflect an increase of \$1.0 million, of which \$700,000 represents increased parking fine receipts as a result of the proposed parking fine schedule. During 1989-90 the Portland Office of Transportation issued a Parking Fine Report and subsequently recommended the existing fine schedule be increased 100%. The fine increases were recommended to District Court by City Council in March, 1989 and upon District Court approval will be implemented prior to the end of 1989-90. The City of Portland currently receives approximately \$1.0 million from this source and based upon the level of increase will generate an additional \$700,000 in 1990-91. The remaining \$300,000 increase represents a revised projection of parking meter revenues which historically have exceeded the budgeted level (\$200,000) and increased interest earnings on the fund balance (\$100,000).

The fund requirement for the cash transfer to the Transportation Operating Fund totals \$6,367,186 which includes the anticipated \$1.0 million increase of parking meter and parking citation revenues.

## SEWER SYSTEM DEBT PROCEEDS FUND (206)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
<i>Revenues</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$597,702	\$520,364	\$0	\$1,085,747	\$1,085,747
<i>Other Miscellaneous</i>	87,083	0	0	0	0
<i>Proceeds from Note Sale</i>	21,907,600	0	40,180,000	0	0
	22,592,385	520,364	40,180,000	1,085,747	1,085,747
<b>Total Revenues</b>	22,592,385	520,364	40,180,000	1,085,747	1,085,747
<b>Beginning Fund Balance</b>	0	7,734,768	0	26,397,763	49,069,400
<b>TOTAL RESOURCES</b>	\$22,592,385	\$8,255,132	\$40,180,000	\$27,483,510	\$50,155,147
<b>REQUIREMENTS – AU 215</b>					
<i>Transfers to Other Funds – Cash</i>					
<i>Sewer System</i>	\$32,842	\$0	\$0	\$0	\$0
<i>Sewer System Construction</i>	14,824,775	8,253,607	18,180,000	27,483,510	27,483,510
<i>Sewer System Debt Redemption</i>	0	0	22,000,000	0	22,671,637
	14,857,617	8,253,607	40,180,000	27,483,510	50,155,147
<b>Unappropriated Ending Balance</b>	7,734,768	1,525	0	0	0
<b>TOTAL REQUIREMENTS</b>	\$22,592,385	\$8,255,132	\$40,180,000	\$27,483,510	\$50,155,147

This fund was established in 1988-89 to meet the requirements of the Tax Reform Act of 1986, and is used to account for sewer system bond and note proceeds. Proceeds from the sale of sewer system revenue debt, along with unrestricted investment income, are transferred to the Sewer System Construction Fund for purposes of financing capital projects. This fund was established to meet requirements of the Tax Act of 1986.

Proceeds from a \$59 million issue of sewer revenue bonds in 1989-90 will be used to retire \$22.7 million of notes sold in 1987-88. The remainder of the bond proceeds, \$36 million, will be used to fund capital improvement projects in the Sewer System Construction Fund in both 1989-90 and 1990-91.

**STATE REVENUE SHARING FUND (205)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>State Sources</i>					
<i>Shared Revenue</i>	\$1,866,002	\$2,048,207	\$1,925,635	\$1,980,780	\$1,980,780
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	(190)	3,725	4,500	7,218	7,218
<i>Total Revenue</i>	1,865,812	2,051,932	1,930,135	1,987,998	1,987,998
<i>Beginning Fund Balance</i>	14,788	34,446	74,928	131,236	131,236
<b><u>TOTAL RESOURCES</u></b>	<b>\$1,880,600</b>	<b>\$2,086,378</b>	<b>\$2,005,063</b>	<b>\$2,119,234</b>	<b>\$2,119,234</b>
<b><u>REQUIREMENTS – AU 236</u></b>					
<i>General Operating Contingency</i>	\$0	\$0	\$79,428	\$138,454	\$138,454
<i>Transfers to Other Funds – Cash</i>					
<i>General</i>	1,846,154	2,003,420	1,925,635	1,980,780	1,980,780
<i>Unappropriated Ending Balance</i>	34,446	82,958	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$1,880,600</b>	<b>\$2,086,378</b>	<b>\$2,005,063</b>	<b>\$2,119,234</b>	<b>\$2,119,234</b>

The State Revenue Sharing Fund accounts for State Revenue Sharing funds provided to the City by the State of Oregon. The State determines the amount that the City will receive based on a formula that takes into account factors such as taxing effort, per capita income, and population. Funds are transferred to the General Fund for expenditure, and may be used for any general fund discretionary purpose.

## STATE TAX STREET FUND (203)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>State Sources</i>					
<i>Shared Revenue</i>	\$10,647,746	\$13,363,872	\$14,967,091	\$18,779,457	\$18,779,457
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	188,115	326,565	200,000	350,000	350,000
<b><i>Total Revenue</i></b>	<b>10,835,861</b>	<b>13,690,437</b>	<b>15,167,091</b>	<b>19,129,457</b>	<b>19,129,457</b>
<i>Transfers from Other Funds – Cash</i>					
<i>Transportation Operating</i>	0	478,138	0	0	0
	0	478,138	0	0	0
<i>Beginning Fund Balance</i>	3,173,062	3,127,798	3,600,000	3,892,989	3,892,989
<b><i>TOTAL RESOURCES</i></b>	<b>\$14,008,923</b>	<b>\$17,296,373</b>	<b>\$18,767,091</b>	<b>\$23,022,446</b>	<b>\$23,022,446</b>
<b><u>REQUIREMENTS</u></b>					
<i>General Operating Contingency</i>	0	0	3,601,458	3,600,000	3,600,000
<i>Transfers to Other Funds–Cash</i>					
<i>Transportation Operating</i>	9,743,000	11,730,544	13,273,542	17,054,315	17,054,315
<i>Transportation Construction</i>	1,138,125	1,370,298	1,892,091	2,368,131	2,368,131
	10,881,125	13,100,842	15,165,633	19,422,446	19,422,446
<i>Unappropriated Ending Balance</i>	3,127,798	4,195,531	0	0	0
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$14,008,923</b>	<b>\$17,296,373</b>	<b>\$18,767,091</b>	<b>\$23,022,446</b>	<b>\$23,022,446</b>

The State Tax Street Fund accounts for the City of Portland's receipts received from the State for gasoline tax and vehicle registration fees. These revenues support construction, maintenance, preservation, and operation of the City's transportation system through transfers to the Transportation Operating and Construction Funds.

Total resources for 1990–91 reflect an increase of \$4,255,355 over 1989–90 of which approximately \$2.3 million is attributable to increased state shared revenue. More specifically the increases are a result of the vehicle registration fee increase passed by the 1989 State Legislature (\$387,000), fuel tax/weight mile increases effective January, 1990 (\$714,000), and the fuel tax increase which will take place in January, 1991 (\$520,000). The remaining \$700,000 represents the effect of annexations, the new blended rate allocation formula effective January, 1990, and modification of the Portland Department of Transportation Fund Model to establish consistency with the updated State of Oregon projection assumptions and forecast models on the existing state shared revenue received by the City. In addition, the Budget includes the accrual of the June, 1991 payment which totals \$1.5 million. The accrual of this revenue will provide consistency with the gas tax revenue received from Multnomah County through the City/County Agreement which is on an accrual basis.

Total requirements for the cash transfers to the Transportation Operating and Construction Funds include an increase of \$4,256,813 over 1989-90. Although the cash transfer requirement reflects a substantial increase, the Budget maintains a general operating contingency of \$3.6 million.

While the Budget reflects the inclusion of the \$1.5 million accrual, these additional resources will be appropriated in the Transportation Operating and Construction Funds general operating contingency pending the development of a comprehensive City-wide Accrual Policy. Upon the adoption of the policy, at which time this action will conform with the policy, the necessary adjustments will be made to re-appropriate the funds to support transportation related expenditures.

## STREET LIGHT CAPITAL REPLACEMENT FUND (207)

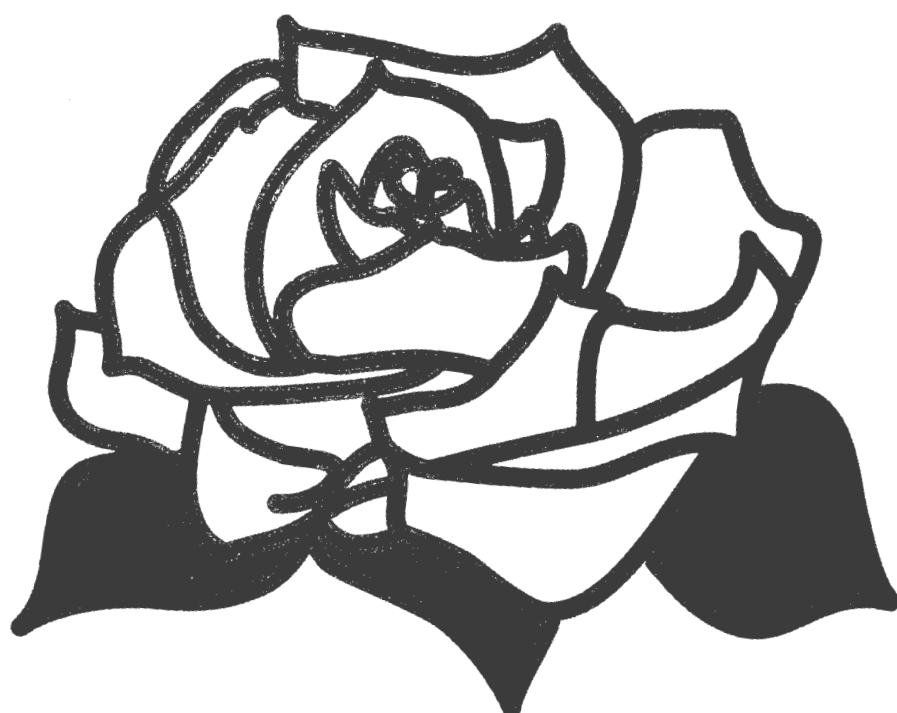
## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investments</i>	0	0	0	21,300	21,300
<b><i>Total Revenue</i></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,300</b>	<b>21,300</b>
 <i>Transfers from Other Funds – Cash</i>					
<i>Street Light</i>	0	0	326,934	331,820	331,820
 <i>Beginning Fund Balance</i>	0	0	0	333,934	333,934
<b><i>TOTAL RESOURCES</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$326,934</b>	<b>\$687,054</b>	<b>\$687,054</b>
<b><u>REQUIREMENTS</u></b>					
<i>Transfers to Other Funds–Cash</i>					
<i>General</i>	0	0	0	4,886	4,886
 <i>Unappropriated Ending Balance</i>	0	0	326,934	682,168	682,168
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$326,934</b>	<b>\$687,054</b>	<b>\$687,054</b>

The Street Light Capital Replacement Fund accounts for funds that are being set aside to pay for the replacement of existing street light luminaires. In 1980 the City began a conversion program to replace the existing mercury vapor luminaires with energy-efficient light pressure sodium vapor luminaires. The luminaires have an expected lifespan of approximately 30 years, therefore the City will require large capital outlays to replace them at the end of this time. Based upon the expected lifespan it is anticipated the actual expenditure of capital replacement funds will begin in FY 2011 and continue over a 9-11 year period.

This fund provides a mechanism to set funds aside each year so that there will be sufficient resources available at the time replacement of the luminaires is necessary. The annual amount for FY 90-91 totals approximately \$327,000 and is based on the current system inventory, inflation, and the rate of return on the fund balance. The intent of this fund is to permit the City to operate the street light system in such a way that it ensures its ability to protect the City's investment in the system.





## **Bonded Debt Funds**

Bonded debt funds receive and expend money to pay principal and interest on debts contracted by the City.



**BONDED DEBT INTEREST AND SINKING FUND (302)****General Obligation Bonds****DEBT REDEMPTION SCHEDULE**

In 1982 the City issued General Obligation Bonds for renovation of Civic Stadium and for construction of the Performing Arts Center. These two issues were refunded by one issue in 1986 to take advantage of lower interest rates. The projected savings over the life of the issue is approximately \$2.6 million. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Performing Arts and Civic Stadium Refunding Series 1986C	\$30,130,000	12/01/86	12/01/90	4.50%	2,440,000	2,440,000	54,900
			12/01/91	4.75%	2,535,000		120,413
			12/01/92	5.00%	2,630,000		131,500
			12/01/93	5.20%	2,745,000		142,740
			12/01/94	5.40%	2,860,000		154,440
			12/01/95	5.40%	2,990,000		161,460
			12/01/96	5.40%	3,130,000		169,020
			12/01/97	5.40%	725,000		39,150
			12/01/98	5.50%	755,000		41,525
			12/01/99	5.50%	790,000		43,450
			12/01/00	5.50%	825,000		45,375
			12/01/01	5.50%	855,000		47,025
TOTAL Bonded Debt Interest & Sinking Fund					\$23,280,000	\$2,440,000	\$1,150,998

**IMPROVEMENT BOND INTEREST AND SINKING FUND (308)**

General Obligation/Assessment Revenue Bonds

**DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on Bancroft local improvement district bonds issued prior to passage of the federal Internal Revenue Code of 1986. Bancroft bonds finance improvements requested by property owners, and the debt service is paid from assessments against properties which benefit from the improvements. Although the bonds are paid for by property owners, they are also secured by the City. This allows property owners to take advantage of the City's ability to issue low interest tax-exempt bonds. If property owners default on their assessment contracts the City is still obligated to pay the bonds, however.

The 1986 IRS Code required certain changes in the methods used by issuers of tax-exempt debt. Bonds issued since the tax law changes are budgeted in the BANCROFT BOND INTEREST AND SINKING FUND in order to separate new transactions from the older bond activity recorded in this fund. These schedules show the remaining payments for principal and interest that property owners (and the City) owe to holders of bonds issued in different years.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series June 1980	\$1,081,530	06/01/80	06/01/91	6.40%	55,000	55,000	3,520
			06/01/92	6.50%	55,000		3,575
			06/01/93	6.70%	55,000		3,685
			06/01/94	6.80%	55,000		3,740
			06/01/95	7.00%	55,000		3,850
			06/01/96	7.10%	55,000		3,905
			06/01/97	7.20%	55,000		3,960
			06/01/98	7.30%	55,000		4,015
			06/01/99	7.40%	55,000		4,070
			06/01/00	7.50%	55,000		4,125
					550,000	55,000	38,445
Series March 1981	\$1,289,980	03/01/81	03/01/91	8.80%	65,000	65,000	5,720
			03/01/92	9.00%	65,000		5,850
			03/01/93	9.10%	65,000		5,915
			03/01/94	9.20%	65,000		5,980
			03/01/95	9.30%	65,000		6,045
			03/01/96	9.40%	65,000		6,110
			03/01/97	9.50%	65,000		6,175
			03/01/98	9.60%	65,000		6,240
			03/01/99	9.60%	65,000		6,240
			03/01/00	9.70%	65,000		6,305
03/01/01	9.70%	65,000	6,305				
					715,000	65,000	66,885

# IMPROVEMENT BOND INTEREST AND SINKING FUND (308) – continued

General Obligation/Assessment Revenue Bonds

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series May 1982	\$5,800,000	05/01/82	05/01/91	10.25%	290,000	290,000	29,725
			05/01/92	10.25%	290,000		29,725
			05/01/93	10.25%	290,000		29,725
			05/01/94	10.50%	290,000		30,450
			05/01/95	10.50%	290,000		30,450
			05/01/96	10.75%	290,000		31,175
			05/01/97	11.00%	290,000		31,900
			05/01/98	11.00%	290,000		31,900
			05/01/99	11.00%	290,000		31,900
			05/01/00	11.00%	290,000		31,900
			05/01/01	11.00%	290,000		31,900
			05/01/02	11.00%	290,000		31,900
					3,480,000	290,000	372,650
Series October 1982B	\$4,950,000	10/01/82	10/01/90	8.00%	250,000	250,000	10,000
			10/01/91	8.00%	250,000		20,000
			10/01/92	8.00%	250,000		20,000
			10/01/93	8.15%	250,000		20,375
			10/01/94	8.30%	250,000		20,750
			10/01/95	8.40%	250,000		21,000
			10/01/96	8.50%	250,000		21,250
			10/01/97	8.60%	250,000		21,500
			10/01/98	8.70%	250,000		21,750
			10/01/99	8.80%	250,000		22,000
			10/01/00	8.90%	250,000		22,250
			10/01/01	9.00%	250,000		22,500
			10/01/02	9.00%	200,000		18,000
					3,200,000	250,000	261,375
Series October 1982C	\$400,000	10/01/82	10/01/90	8.80%	20,000	20,000	880
			10/01/91	8.80%	20,000		1,760
			10/01/92	8.80%	20,000		1,760
			10/01/93	8.80%	20,000		1,760
			10/01/94	8.90%	20,000		1,780
			10/01/95	9.00%	20,000		1,800
			10/01/96	9.10%	20,000		1,820
			10/01/97	9.20%	20,000		1,840
			10/01/98	9.30%	20,000		1,860
			10/01/99	9.40%	20,000		1,880
			10/01/00	9.50%	20,000		1,900
			10/01/01	9.50%	20,000		1,900
			10/01/02	9.50%	20,000		1,900
					260,000	20,000	22,840

# IMPROVEMENT BOND INTEREST AND SINKING FUND (308) – continued

General Obligation/Assessment Revenue Bonds

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series July 1984	\$2,860,000	07/01/84	07/01/90	8.25%	145,000	145,000	5,982
			07/01/91	8.50%	145,000		12,325
			07/01/92	8.75%	145,000		12,688
			07/01/93	9.00%	145,000		13,050
			07/01/94	9.20%	145,000		13,340
			07/01/95	9.35%	145,000		13,558
			07/01/96	9.50%	145,000		13,775
			07/01/97	9.65%	145,000		13,993
			07/01/98	9.80%	145,000		14,210
			07/01/99	9.90%	145,000		14,355
			07/01/00	10.00%	145,000		14,500
			07/01/01	10.00%	145,000		14,500
			07/01/02	10.00%	145,000		14,500
			07/01/03	10.00%	145,000		14,500
			07/01/04	10.00%	105,000		10,500
					2,135,000	145,000	195,776
Series October 1984	\$3,045,000	10/15/84	10/15/90	8.20%	155,000	155,000	6,355
			10/15/91	8.40%	155,000		13,020
			10/15/92	8.60%	155,000		13,330
			10/15/93	8.80%	155,000		13,640
			10/15/94	9.00%	155,000		13,950
			10/15/95	9.20%	155,000		14,260
			10/15/96	9.40%	155,000		14,570
			10/15/97	9.60%	155,000		14,880
			10/15/98	9.70%	155,000		15,035
			10/15/99	9.75%	155,000		15,113
			10/15/00	9.80%	155,000		15,190
			10/15/01	9.85%	155,000		15,268
			10/15/02	9.90%	155,000		15,345
			10/15/03	10.00%	155,000		15,500
			10/15/04	10.00%	100,000		10,000
					2,270,000	155,000	205,456
TOTAL Improvement Bond Interest and Sinking Fund					\$12,610,000	\$980,000	\$1,163,427

**BANCROFT BOND INTEREST AND SINKING FUND (311)**

General Obligation/Assessment Revenue Bonds

**DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on Bancroft local improvement district bonds issued since passage of the federal Internal Revenue Code of 1986. Bancroft bonds finance improvements requested by property owners, and the debt service is paid from assessments against property owners who benefit from the improvements. Although the bonds are paid for by property owners, they are also secured by the City. This allows property owners to take advantage of the City's ability to issue low interest tax-exempt bonds. If property owners default on their assessment contracts the City is still obligated to pay the bonds, however.

The 1986 IRS Code required certain changes in the methods used by issuers of tax-exempt debt. Bonds issued prior to the tax law changes are budgeted in the IMPROVEMENT BOND INTEREST AND SINKING FUND in order to separate old transactions from the new bond activity recorded in this fund. These schedules show the remaining payments for principal and interest that property owners (and the City) owe to holders of bonds issued in different years.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series 1987	\$3,617,393	12/01/87	12/01/90	12.00%	150,000	150,000	18,000
			12/01/91	10.00%	150,000		15,000
Called Bonds			12/01/07	7.60%	2,410,000	220,000	183,160
					2,710,000	370,000	216,160
Series 1988	\$2,091,324	07/01/88	07/01/90	12.00%	80,000	80,000	4,800
			07/01/91	8.50%	85,000		7,225
			07/01/92	5.85%	90,000		5,265
			07/01/93	6.00%	85,000		5,100
			07/01/98	6.70%	295,000		19,765
Called Bonds			07/01/08	7.30%	1,092,000	225,000	79,716
					1,727,000	305,000	121,871
Series 1989	\$3,992,000	06/27/89	06/01/91	9.00%	190,000	190,000	17,100
			06/01/92	9.00%	190,000		17,100
			06/01/93	8.00%	190,000		15,200
			06/01/94	8.00%	170,000		13,600
			06/01/99	6.25%	795,000		49,688
Called Bonds			06/01/09	6.40%	1,957,000	220,000	125,248
					3,492,000	410,000	237,936
Proposed Series 1990	\$8,000,000	07/01/90		7.00%	8,000,000	0	560,000
TOTAL Bancroft Bond Interest and Sinking Fund					\$15,929,000	\$1,085,000	\$1,135,967



**WATER BOND SINKING FUND (355)****General Obligation/Revenue Bonds****DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on bonds issued to finance improvements to the City's water system. There are currently eight issues outstanding, plus obligations which the City has assumed through annexations. The debt service is paid by charges to customers of the water system. The bonds are additionally secured by the general taxing authority of the City in the event water system revenue is not sufficient.

In November, 1986, the City refunded Water Bonds originally issued in 1980 to take advantage of lower interest rates. The projected savings to City water system customers over the life of the issue will be approximately \$3.2 million.

These schedules show the remaining payments for principal and interest that City water customers owe to holders of bonds issued in different years.

<i>Bond Title</i>	<i>Amount Issued</i>	<i>Date Issued</i>	<i>Payment Due</i>	<i>Interest Rate</i>	<i>Principal Outstanding</i>	<i>Maturity FY 90-91</i>	<i>Interest FY 90-91</i>
Series July 1971	\$5,000,000	07/15/71	07/15/90	5.375%	250,000	250,000	6,717
			07/15/91	0.125%	250,000		313
			07/15/92	0.125%	250,000		313
			07/15/93	0.125%	250,000		313
					1,000,000		7,656
Series April 1976	\$5,000,000	04/01/76	04/01/91	5.25%	305,000	305,000	16,013
			04/01/92	5.40%	320,000		17,280
			04/01/93	5.40%	340,000		18,360
			04/01/94	5.40%	355,000		19,170
			04/01/95	5.50%	375,000		20,625
			04/01/96	5.50%	395,000		21,725
					2,090,000	305,000	113,173
Series May 1978	\$5,000,000	05/01/78	05/01/91	5.00%	275,000	275,000	13,750
			05/01/92	5.00%	285,000		14,250
			05/01/93	5.10%	300,000		15,300
			05/01/94	5.10%	315,000		16,065
			05/01/95	5.25%	330,000		17,160
			05/01/96	5.25%	350,000		18,375
			05/01/97	5.25%	365,000		19,163
			05/01/98	5.25%	380,000		19,950
					2,600,000	275,000	134,013

# WATER BOND SINKING FUND (355) - continued

General Obligation/Revenue Bonds

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series May 1979	\$7,000,000	05/01/79	05/01/91	5.30%	250,000	250,000	13,250
			05/01/92	5.40%	265,000		14,310
			05/01/93	5.40%	280,000		15,120
			05/01/94	5.50%	295,000		16,225
			05/01/95	5.50%	310,000		17,050
			05/01/96	5.60%	330,000		18,480
			05/01/97	5.60%	350,000		19,600
			05/01/98	5.70%	370,000		21,090
			05/01/99	5.75%	390,000		22,425
			05/01/00	5.75%	410,000		23,575
			05/01/01	5.75%	435,000		25,012
			05/01/02	5.75%	460,000		26,450
			05/01/03	5.75%	485,000		27,888
			05/01/04	5.75%	515,000		29,613
Series Nov. 1980	\$20,000,000	11/01/80	11/01/90	8.50%	555,000	555,000	23,587
			11/01/91	8.50%	600,000		51,000
Series Oct. 1982	\$20,000,000	10/01/82	10/01/90	8.25%	1,235,000	1,235,000	50,944
			10/01/91	8.50%	1,365,000		116,025
			10/01/92	8.75%	1,510,000		132,125
			10/01/93	9.00%	1,670,000		150,300
			10/01/94	9.00%	1,840,000		165,600
			10/01/95	9.10%	2,035,000		185,185
			10/01/96	9.20%	2,250,000		207,000
			10/01/97	9.20%	2,490,000		229,080
					14,395,000	1,235,000	1,236,259

# WATER BOND SINKING FUND (355) – continued

General Obligation/Revenue Bonds

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Refunding Series 1986A	\$32,040,000	11/01/86	11/01/90	4.60%	370,000	370,000	8,510
			11/01/91	4.80%	900,000		43,200
			11/01/92	5.00%	1,580,000		79,000
			11/01/93	5.20%	1,650,000		85,800
			11/01/94	5.40%	1,720,000		92,880
			11/01/95	5.50%	1,800,000		99,000
			11/01/96	5.60%	1,880,000		105,280
			11/01/97	5.80%	1,970,000		114,260
			11/01/98	5.90%	2,065,000		121,835
			11/01/99	6.00%	2,160,000		129,600
			11/01/00	6.15%	2,260,000		138,990
			11/01/01	6.25%	2,365,000		147,813
			11/01/02	6.30%	2,470,000		155,610
			11/01/03	6.30%	2,590,000		163,170
			11/01/04	6.30%	2,715,000		171,045
			11/01/05	6.30%	2,850,000		179,550
					31,345,000	370,000	1,835,543
Proposed Series 1990	\$12,150,000	09/01/90		7.00%	12,150,000	0	425,250
TOTAL Water Debt Issued by Portland					\$69,880,000	\$3,240,000	\$4,116,569

**WATER BOND SINKING FUND (355) – continued**

General Obligation/Revenue Bonds

**DEBT REDEMPTION SCHEDULE**

<i>Bond Title</i>	<i>Amount Issued</i>	<i>Date Issued</i>	<i>Payments Due</i>	<i>Principal Outstanding</i>	<i>Interest</i>	<i>Total Due</i>
Debt Assumed through Annexations			1990-91	51,539	12,572	64,111
			1991-92	45,284	9,805	55,089
			1992-93	46,540	7,282	53,822
			1993-94	47,857	4,654	52,511
			1994-95	35,958	2,276	38,234
			1995-96	1,427	1,197	2,624
			1996-97	1,470	1,109	2,579
			1997-98	1,556	1,016	2,572
			1998-99	1,568	917	2,485
			1999-00	1,657	814	2,471
			2000-01	1,740	706	2,446
			2001-02	1,847	591	2,438
			2002-03	1,955	469	2,424
			2003-04	2,035	340	2,375
			2004-05	2,093	206	2,299
			2005-06	2,095	69	2,164
TOTAL Water Debt Assumed Through Annexations				246,621	44,023	290,644
TOTAL Water Bond Sinking Fund Principal Outstanding				<u>\$70,126,621</u>		
TOTAL Water Bond Sinking Fund Principal Maturity FY 1990-91				3,291,539		
TOTAL Water Bond Sinking Fund Interest Due FY 1990-91				<u>4,129,141</u>		
TOTAL Water Bond Sinking Fund Debt Service Due FY 1990-91				<u>\$7,420,680</u>		

**WASHINGTON COUNTY SUPPLY BOND REDEMPTION FUND (356)**

General Obligation/Revenue Bonds

**DEBT REDEMPTION SCHEDULE**

In 1980 the City issued Water Bonds to construct a major water supply line over the West Hills to the Wolf Creek Water District in Washington County. The Wolf Creek District purchases water from the City under a long term contract.

In November, 1986, the City refunded these original bonds to take advantage of lower interest rates. This fund pays principal and interest on the refunding bonds. The projected savings to City water system customers over the life of the issue will be approximately \$1.5 million.

This schedule shows the remaining payments for principal and interest that City water customers owe to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Refunding Series 1986B	\$21,320,000	11/01/86	08/01/90	4.60%	530,000	530,000	12,190
			08/01/91	4.80%	555,000		26,640
			08/01/92	5.00%	580,000		29,000
			08/01/93	5.20%	610,000		31,720
			08/01/94	5.40%	740,000		39,960
			08/01/95	5.50%	885,000		48,675
			08/01/96	5.60%	1,030,000		57,680
			08/01/97	5.80%	1,190,000		69,020
			08/01/98	5.90%	1,360,000		80,240
			08/01/99	6.00%	1,540,000		92,400
			08/01/00	6.15%	1,730,000		106,395
			08/01/01	6.25%	1,910,000		119,375
			08/01/02	6.30%	2,030,000		127,890
			08/01/03	6.30%	2,160,000		136,080
			08/01/04	6.30%	2,295,000		144,585
			08/01/05	6.30%	120,000		7,560
TOTAL Washington County Supply Bond Redemption Fund					\$19,265,000	\$530,000	\$1,129,410

**DOWNTOWN PARKING BOND REDEMPTION FUND (360)****Revenue Bonds****DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on bonds issued to construct the O'Bryant Square parking garage. The debt service is paid from fees charged for parking. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Downtown Parking	\$600,000	01/01/73	01/01/90	5.00%	45,000	45,000	2,250
			01/01/91	4.50%	50,000		2,250
			01/01/92	4.50%	50,000		2,250
TOTAL Downtown Parking Bond Redemption Fund					\$145,000	\$45,000	\$6,750

**MORRISON PARK EAST BOND REDEMPTION FUND (358)****Revenue Bonds**

This fund pays principal and interest on bonds issued to construct the Morrison Park East parking structure. Debt service is paid from fees charged for parking and for retail space rental. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Morrison Park East	\$5,500,000	09/01/77	09/01/90	5.10%	180,000	180,000	4,591
			09/01/91	5.20%	190,000		9,880
			09/01/92	5.30%	205,000		10,865
			09/01/93	5.40%	215,000		11,610
			09/01/94	5.40%	225,000		12,150
			09/01/95	5.50%	240,000		13,200
			09/01/96	5.50%	255,000		14,025
			09/01/97	5.50%	270,000		14,850
			09/01/98	5.50%	285,000		15,675
			09/01/99	5.50%	300,000		16,500
			09/01/00	5.50%	320,000		17,600
			09/01/01	5.50%	335,000		18,425
			09/01/02	5.50%	355,000		19,525
			09/01/03	5.50%	375,000		20,625
			09/01/04	5.50%	395,000		21,725
TOTAL Morrison Park East Bond Redemption Fund					\$4,145,000	\$180,000	\$221,246

**MORRISON PARK WEST BOND REDEMPTION FUND (357)****Revenue Bonds****DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on bonds issued to construct the Morrison Park West parking structure. Debt service is paid from fees charged for parking and for retail space rental. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Morrison Park West	\$4,500,000	12/01/77	12/01/90	5.30%	155,000	155,000	4,108
			12/01/91	5.40%	165,000		8,910
			12/01/92	5.50%	175,000		9,625
			12/01/93	5.60%	185,000		10,360
			12/01/94	5.70%	195,000		11,115
			12/01/95	5.80%	210,000		12,180
			12/01/96	5.80%	220,000		12,760
			12/01/97	5.80%	235,000		13,630
			12/01/98	5.80%	245,000		14,210
			12/01/99	5.80%	265,000		15,370
			12/01/00	5.80%	280,000		16,240
			12/01/01	5.80%	295,000		17,110
			12/01/02	5.80%	315,000		18,270
			12/01/03	5.80%	330,000		19,140
TOTAL Morrison Park West Bond Redemption Fund					\$3,270,000	\$155,000	\$183,028

**OLD TOWN BOND REDEMPTION FUND (362)****Revenue Bonds**

This fund pays principal and interest on bonds issued to construct the Old Town parking structure. The first interest payment for FY 90-91 will be paid from remaining bond proceed, with subsequent principal and interest payments made from fees charged for parking and for retail space rental. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Old Town Parking	\$6,860,000	10/01/87	10/01/91	6.70%	125,000		8,375
			10/01/92	6.90%	135,000		9,315
			10/01/93	7.10%	145,000		10,295
			10/01/94	7.30%	155,000		11,315
			10/01/95	7.50%	165,000		12,375
			10/01/96	7.70%	180,000		13,860
			10/01/97	7.80%	190,000		14,820
			10/01/98	8.00%	205,000		16,400
			10/01/99	8.10%	225,000		18,225
			10/01/00	8.20%	240,000		19,680
			10/01/01	8.30%	260,000		21,580
			10/01/02	8.40%	285,000		23,940
			10/01/07	8.50%	1,815,000		154,275
			10/01/12	8.625%	2,735,000		235,894
TOTAL Old Town Bond Redemption Fund					\$6,860,000	\$0	\$570,349

**GOLF REVENUE BOND REDEMPTION FUND (353)****Revenue Bonds****DEBT REDEMPTION SCHEDULE**

This fund pays principal and interest on bonds issued to make improvements at City-owned golf course. Debt service on these bonds is paid by golf user fees. This schedule shows the remaining payments for principal and interest the City owe to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
West Delta Expansion	\$770,000	05/01/86	05/01/91	6.000%	75,000	75,000	4,500
			05/01/92	6.300%	75,000		4,725
			05/01/93	6.600%	80,000		5,280
			05/01/94	6.800%	90,000		6,120
			05/01/95	7.000%	95,000		6,650
			05/01/96	7.125%	100,000		7,125
					\$515,000	\$75,000	\$34,400
Proposed Series 1990	\$4,110,000	05/01/91	05/01/91	7.000%	0		0
			05/01/92	7.000%	355,000		24,850
			05/01/93	7.000%	375,000		26,250
			05/01/94	7.000%	395,000		27,650
			05/01/95	7.000%	420,000		29,400
			05/01/96	7.000%	450,000		31,500
			05/01/97	7.000%	480,000		33,600
			05/01/98	7.000%	510,000		35,700
			05/01/99	7.000%	545,000		38,150
			05/01/00	7.000%	580,000		40,600
					4,110,000	0	287,700
TOTAL Golf Revenue Bond Redemption Fund					\$4,625,000	\$75,000	\$322,100

**TENNIS FACILITIES BOND REDEMPTION FUND (352)****Revenue Bonds**

This fund pays principal and interest on bonds issued to construct the Portland Tennis Center. The debt service is paid from tennis fees collected by the General Fund. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Tennis Facilities	\$375,000	12/01/72	12/01/90	6.50%	25,000	25,000	813
			12/01/91	6.50%	25,000		1,625
			12/01/92	6.50%	25,000		1,625
			12/01/93	6.50%	30,000		1,950
			12/01/94	6.50%	30,000		1,950
			12/01/95	6.50%	30,000		1,950
TOTAL Tennis Facilities Bond Redemption Fund					\$165,000	\$25,000	\$9,913



# HYDROPOWER BOND REDEMPTION FUND (354)

## Revenue Bonds

## DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on bonds issued to finance construction of hydroelectric generating facilities at Bull Run. The debt service is paid from the proceeds of sales of electricity to Portland General Electric. These schedules show the remaining payments for principal and interest that the City owes to holders of bonds issued in different years. Remaining unexpended bond proceeds may be used to call bonds from the September 1980 issue.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91		
Series June 1979	\$38,000,000	06/01/79	10/01/90	6.50%	500,000	500,000	16,250		
			10/01/91	6.50%	525,000		34,125		
			10/01/92	6.50%	575,000		37,375		
			10/01/93	6.50%	600,000		39,000		
			10/01/94	6.50%	650,000		42,250		
			10/01/95	6.50%	675,000		43,875		
			10/01/96	6.50%	725,000		47,125		
			10/01/97	6.50%	775,000		50,375		
			10/01/98	6.50%	825,000		53,625		
			10/01/99	6.60%	900,000		59,400		
			10/01/00	6.60%	950,000		62,700		
			10/01/01	6.70%	1,000,000		67,000		
			10/01/02	6.75%	1,075,000		72,563		
			10/01/03	6.80%	1,150,000		78,200		
			10/01/04	6.80%	1,225,000		83,300		
			10/01/16	7.00%	23,200,000		1,624,000		
								35,350,000	500,000
Series Sept. 1980	\$17,000,000	09/01/80	10/01/90	9.10%	270,000	270,000	12,285		
			10/01/91	9.10%	290,000		26,390		
			10/01/92	9.10%	320,000		29,120		
			10/01/93	9.10%	350,000		31,850		
			10/01/94	9.10%	380,000		34,580		
			10/01/95	9.10%	415,000		37,765		
			10/01/96	9.10%	455,000		41,405		
			10/01/97	9.25%	500,000		46,250		
			10/01/98	9.25%	545,000		50,413		
			10/01/99	9.25%	595,000		55,038		
			10/01/00	10.00%	650,000		65,000		
			10/01/01	10.00%	705,000		70,500		
			10/01/02	10.00%	775,000		77,500		
			10/01/03	10.00%	845,000		84,500		
			10/01/04	10.00%	925,000		92,500		
			Called Bonds	10/01/05	10.00%		1,010,000	170,000	101,000
			Called Bonds	10/01/06	10.00%		1,100,000	1,100,000	110,000
			Called Bonds	10/01/07	10.00%		1,205,000	1,205,000	120,500
			Called Bonds	10/01/08	10.00%		1,315,000	1,315,000	131,500
			Called Bonds	10/01/09	10.00%		1,440,000	1,440,000	144,000
			Called Bonds	10/01/10	10.00%		1,570,000	1,570,000	157,000
								15,660,000	7,070,000
TOTAL Hydropower Bond Redemption Fund					\$51,010,000	\$7,570,000	\$3,930,259		

# SEWER SYSTEM DEBT REDEMPTION FUND (351)

## Revenue/Assessment Bonds

## DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on revenue bonds issued to finance improvements to the City's sewer system. The debt service is paid by charges to customers of the sewer system. In October, 1987, the City refunded three series of bonds issued in 1983, 1984 and 1985 to take advantage of lower interest rates. The projected savings to City sewer system customers over the life of the issue will be \$892,573. This schedule shows the remaining payments for principal and interest the City owes to holders of the refunding bonds, plus the anticipated interest on other notes and bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Sewage Facilities Refunding	\$25,070,000	10/15/87	04/01/91	6.50%	850,000	850,000	55,250
			04/01/92	6.75%	1,135,000		76,613
			04/01/93	7.00%	1,215,000		85,050
			04/01/94	7.20%	1,300,000		93,600
			04/01/95	7.40%	1,395,000		103,230
			04/01/96	7.45%	1,495,000		111,378
			04/01/97	7.80%	1,610,000		125,580
			04/01/98	7.90%	1,735,000		137,065
			04/01/99	8.00%	1,870,000		149,600
			04/01/00	8.10%	2,025,000		164,025
			04/01/01	8.20%	2,185,000		179,170
			04/01/02	8.25%	2,365,000		195,112
			04/01/03	8.30%	2,565,000		212,895
			04/01/04	8.35%	2,775,000		231,712
			04/01/05	8.40%	550,000		46,200
					25,070,000	850,000	1,966,480
Bond Anticipation Notes	\$22,000,000	01/01/88	07/01/90	5.70%	22,000,000	22,000,000	627,000
Sewer System Series 1990	\$59,240,000	04/01/90	03/01/91	6.000%	1,190,000	1,190,000	71,400
			03/01/92	6.100%	1,035,000		63,135
			03/01/93	6.250%	1,090,000		68,125
			03/01/94	6.350%	1,160,000		73,660
			03/01/95	6.450%	1,235,000		79,658
			03/01/96	6.550%	1,315,000		86,133
			03/01/97	6.600%	1,400,000		92,400
			03/01/98	6.700%	1,490,000		99,830
			03/01/99	6.700%	1,595,000		106,865
			03/01/00	6.800%	1,695,000		115,260
			03/01/01	6.900%	1,815,000		125,235
			03/01/02	6.900%	1,940,000		133,860
			03/01/03	7.000%	2,065,000		144,550
			03/01/04	7.000%	2,215,000		155,050
			03/01/05	7.000%	4,825,000		337,750
			03/01/06	7.000%	5,760,000		403,200
			03/01/07	7.125%	6,165,000		439,256
			03/01/08	7.125%	6,600,000		470,250
			03/01/09	7.125%	7,075,000		504,094
			03/01/10	7.125%	7,575,000		539,719
					59,240,000	1,190,000	4,109,429
TOTAL Sewer System Debt Redemption Fund					\$106,310,000	\$24,040,000	\$6,702,909

# **SOUTH PARK DEBT SERVICE FUND (306)**

Tax Increment

## **DEBT REDEMPTION SCHEDULE**

This Fund will pay principal and interest on tax increment bonds issued to finance public improvements and housing in the South Park Urban Renewal Area. Debt service is paid from taxes on the increase in assessed value of the district since its formation.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series A	\$5,600,000	12/01/85	12/01/90	7.40%	160,000	160,000	5,920
			12/01/91	7.60%	170,000		12,920
			12/01/92	7.80%	185,000		14,430
			12/01/93	8.00%	200,000		16,000
			12/01/94	8.20%	215,000		17,630
			12/01/95	8.30%	235,000		19,505
			12/01/96	8.40%	255,000		21,420
			12/01/97	8.50%	275,000		23,375
			12/01/98	8.60%	300,000		25,800
			12/01/99	8.70%	330,000		28,710
			12/01/00	8.80%	360,000		31,680
			12/01/01	8.90%	390,000		34,710
			12/01/02	9.00%	430,000		38,700
			12/01/03	9.00%	470,000		42,300
			12/01/04	9.00%	515,000		46,350
			12/01/05	9.00%	565,000		50,850
					5,055,000	160,000	430,300
Series B	\$5,600,000	12/01/85	12/01/90	7.40%	160,000	160,000	5,920
			12/01/91	7.60%	170,000		12,920
			12/01/92	7.80%	185,000		14,430
			12/01/93	8.00%	200,000		16,000
			12/01/94	8.20%	215,000		17,630
			12/01/95	8.30%	235,000		19,505
			12/01/96	8.40%	255,000		21,420
			12/01/97	8.50%	275,000		23,375
			12/01/98	8.60%	300,000		25,800
			12/01/99	8.70%	330,000		28,710
			12/01/00	8.80%	360,000		31,680
			12/01/01	8.90%	390,000		34,710
			12/01/02	9.00%	430,000		38,700
			12/01/03	9.00%	470,000		42,300
			12/01/04	9.00%	515,000		46,350
			12/01/05	9.00%	565,000		50,850
					5,055,000	160,000	430,300
Proposed Other Debt	\$6,040,000	07/01/90	07/01/90	0.00%	6,040,000	6,040,000	0
TOTAL South Park Debt Service Fund					\$16,150,000	\$6,360,000	\$860,600

# WATERFRONT RENEWAL BOND SINKING FUND (303)

Tax Increment

## DEBT REDEMPTION SCHEDULE

This Fund pays principal and interest on tax increment bonds issued to finance public improvements in the Downtown Waterfront Urban Renewal Area. Debt service is paid from taxes on the increase in assessed value of the district since its formation.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series B	\$10,000,000	08/01/76	08/01/90	6.20%	585,000	585,000	18,135
			08/01/91	6.20%	620,000		38,440
			08/01/92	6.20%	665,000		41,230
			08/01/93	6.30%	705,000		44,415
			08/01/94	6.40%	750,000		48,000
			08/01/95	6.50%	800,000		52,000
			08/01/96	6.50%	855,000		55,575
					4,980,000	585,000	297,795
Series C	\$15,000,000	12/01/78	12/01/90	6.70%	675,000	675,000	22,613
			12/01/91	6.70%	720,000		48,240
			12/01/92	6.70%	755,000		50,585
			12/01/93	6.70%	805,000		53,935
			12/01/94	6.70%	850,000		56,950
			12/01/95	6.70%	900,000		60,300
			12/01/96	6.70%	955,000		63,985
			12/01/97	6.70%	1,920,000		128,640
			12/01/98	6.70%	2,035,000		136,345
					9,615,000	675,000	621,593
Series F	\$9,000,000	04/01/83	04/01/91	8.00%	315,000	315,000	25,200
			04/01/92	8.25%	345,000		28,463
			04/01/93	8.50%	375,000		31,875
			04/01/94	8.75%	410,000		35,875
			04/01/95	9.00%	450,000		40,500
			04/01/96	9.10%	495,000		45,045
			04/01/97	9.20%	540,000		49,680
			04/01/98	9.30%	595,000		55,335
			04/01/99	9.30%	650,000		60,450
			04/01/00	9.40%	710,000		66,740
			04/01/01	9.40%	780,000		73,320
			04/01/02	9.50%	850,000		80,750
			04/01/03	9.50%	935,000		88,825
					7,450,000	315,000	682,058

# WATERFRONT RENEWAL BOND SINKING FUND (303) – continued

Tax Increment

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series G	\$10,000,000	12/01/85	12/01/90	7.10%	425,000	425,000	15,088
			12/01/91	7.30%	475,000		34,675
			12/01/92	7.60%	500,000		38,000
			12/01/93	7.80%	550,000		42,900
			12/01/94	8.00%	600,000		48,000
			12/01/95	8.20%	650,000		53,300
			12/01/96	8.40%	725,000		60,900
			12/01/97	8.50%	775,000		65,875
			12/01/98	8.60%	850,000		73,100
			12/01/99	8.70%	925,000		80,475
			12/01/00	8.80%	1,025,000		90,200
			12/01/01	8.90%	1,125,000		100,125
Series H	\$13,100,000	12/01/87	12/01/90	6.00%	335,000	335,000	10,050
			12/01/91	6.25%	355,000		22,188
			12/01/92	6.50%	380,000		24,700
			12/01/93	6.75%	410,000		27,675
			12/01/94	7.00%	440,000		30,800
			12/01/95	7.25%	475,000		34,438
			12/01/96	7.40%	515,000		38,110
			12/01/97	7.50%	555,000		41,625
			12/01/98	7.60%	600,000		45,600
			12/01/99	7.70%	650,000		50,050
			12/01/00	7.80%	710,000		55,380
			12/01/01	7.90%	770,000		60,830
			12/01/02	8.25%	840,000		69,300
			12/01/03	8.25%	910,000		75,075
			12/01/04	8.25%	995,000		82,088
			12/01/05	8.25%	1,085,000		89,512
			12/01/06	8.25%	1,180,000		97,350
			12/01/07	8.25%	1,290,000		106,425
					12,495,000	335,000	961,196

# WATERFRONT RENEWAL BOND SINKING FUND (303) – continued

Tax Increment

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series I	\$2,650,000	12/01/87	12/01/90	6.00%	70,000	70,000	2,100
			12/01/91	6.25%	70,000		4,375
			12/01/92	6.50%	75,000		4,875
			12/01/93	6.75%	85,000		5,738
			12/01/94	7.00%	90,000		6,300
			12/01/95	7.25%	95,000		6,888
			12/01/96	7.40%	105,000		7,770
			12/01/97	7.50%	110,000		8,250
			12/01/98	7.60%	120,000		9,120
			12/01/99	7.70%	130,000		10,010
			12/01/00	7.80%	145,000		11,310
			12/01/01	7.90%	155,000		12,245
			12/01/02	8.25%	170,000		14,025
			12/01/03	8.25%	185,000		15,263
			12/01/04	8.25%	200,000		16,500
			12/01/05	8.25%	220,000		18,150
			12/01/06	8.25%	240,000		19,800
			12/01/07	8.25%	260,000		21,450
					2,525,000	70,000	194,169
Series J	\$13,196,453	11/01/88	11/01/90	6.00%	755,000	755,000	22,650
			11/01/91	6.20%	800,000		49,600
			11/01/92	6.30%	850,000		53,550
			11/01/93	6.40%	905,000		57,920
			11/01/94	6.50%	960,000		62,400
			11/01/95	6.60%	1,025,000		67,650
			11/01/96	6.70%	1,095,000		73,365
			11/01/97	6.80%	1,165,000		79,220
			11/01/98	6.90%	633,556		0
			11/01/99	6.95%	588,873		0
			11/01/00	7.00%	546,816		0
			11/01/01	7.05%	507,275		0
			11/01/02	7.10%	470,137		0
			11/01/03	7.15%	435,302		0
			11/01/04	7.20%	402,658		0
			11/01/05	7.25%	372,093		0
			11/01/06	7.25%	346,521		0
			11/01/07	7.25%	322,704		0
			11/01/08	7.25%	300,518		0
					12,481,453	755,000	466,355

# WATERFRONT RENEWAL BOND SINKING FUND (303) – continued

Tax Increment

## DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series K	\$4,597,251	11/01/88	11/01/90	6.00%	345,000	345,000	10,350
			11/01/91	6.15%	365,000		22,447
			11/01/92	6.25%	390,000		24,375
			11/01/93	6.35%	410,000		26,035
			11/01/94	6.45%	294,576		0
			11/01/95	6.55%	274,598		0
			11/01/96	6.65%	255,484		0
			11/01/97	6.75%	237,240		0
			11/01/98	6.85%	219,872		0
			11/01/99	6.95%	203,386		0
			11/01/00	7.05%	187,772		0
			11/01/01	7.10%	174,111		0
			11/01/02	7.10%	162,376		0
			11/01/03	7.20%	149,262		0
			11/01/04	7.20%	139,071		0
			11/01/05	7.20%	129,572		0
			11/01/06	7.25%	119,682		0
			11/01/07	7.25%	111,456		0
			11/01/08	7.25%	103,793		0
					4,272,251	345,000	83,207
Proposed Other Debt	\$4,900,000	07/01/90	07/01/90	0.00%	4,900,000	4,900,000	0
TOTAL Waterfront Renewal Bond Sinking Fund					\$67,343,704	\$8,405,000	\$4,009,010

**NORTHWEST FRONT AVENUE INDUSTRIAL RENEWAL FUND (304)****Tax Increment****DEBT REDEMPTION SCHEDULE**

This Fund pays principal and interest on tax increment bonds issued to finance public improvements required for the siting of the Wacker Siltronic plant. These term bonds will mature in 2010. Debt service is paid from taxes on the increase in assessed value of the district since its formation.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Series 1978	\$14,000,000	08/01/78	08/01/10	8.00%	\$14,000,000	\$0	\$1,120,000

**AIRPORT WAY RENEWAL DEBT SERVICE FUND (307)****Tax Increment**

This Fund will pay principal and interest on tax increment bonds issued to finance public improvements in the Airport Way Urban Renewal District. Debt Service is paid from taxes on the increase in assessed value of the District since its formation.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Proposed Series 1990A Tax-exempt	\$16,500,000	08/01/90	02/01/91	7.50%	\$16,500,000	\$0	\$618,750
Proposed Series 1990B Taxable Subordinate	\$1,000,000	08/01/90	02/01/91	12.00%	\$1,000,000	\$0	\$60,000
TOTAL Airport Way Renewal Debt Service Fund					\$17,500,000	\$0	\$678,750

**OREGON CONVENTION CENTER RENEWAL DEBT SERVICE FUND (312)****Tax Increment**

This Fund will pay principal and interest on tax increment bonds issued to finance public improvements in the Oregon Convention Center Urban Renewal District. Debt Service is paid from taxes on the increase in assessed value of the District since its formation.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Proposed Series 1990A Tax-exempt	\$2,000,000	12/01/90	06/01/91	8.00%	\$2,000,000	\$0	\$80,000
Proposed Series 1990B Taxable Subordinate	\$6,000,000	12/01/90	06/01/91	11.00%	\$6,000,000	\$0	\$330,000
TOTAL Oregon Convention Center Renewal Debt Service Fund					\$8,000,000	\$0	\$410,000



**PORTLAND BUILDING FUND (704)****Lease Purchase Certificates of Participation****DEBT REDEMPTION SCHEDULE**

In 1980 the City issued Leasehold Mortgage Bonds to construct the Portland Building. This issue was refunded with Certificates of Participation in 1989 to take advantage of lower interest rates. The projected savings are estimated to be \$4.7 million over the life of the issue. Debt service is paid from tenant rents. Major tenants are City bureaus and offices, Multnomah County, and ground floor retail businesses.

Lease Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Refunding COPs	\$28,405,000	10/01/89	04/01/91	6.70%	825,000	825,000	55,275
			04/01/92	6.70%	880,000		58,960
			04/01/93	6.70%	940,000		62,980
			04/01/94	6.70%	1,000,000		67,000
			04/01/95	6.70%	1,065,000		71,355
			04/01/96	6.70%	1,140,000		76,380
			04/01/97	6.80%	1,215,000		82,620
			04/01/98	6.90%	1,300,000		89,700
			04/01/99	6.95%	1,390,000		96,605
			04/01/01	7.00%	3,075,000		215,250
			04/01/05	7.20%	7,570,000		545,040
			04/01/08	7.25%	7,230,000		524,175
TOTAL Portland Building Fund					\$27,630,000	\$825,000	\$1,945,340

**JUSTICE CENTER FUND (710)****Lease Purchase Certificates of Participation**

In 1982 the City and Multnomah County jointly sold Certificates of Participation to construct the Justice Center Complex. Debt service is paid by rents from the City and Multnomah County for the space they occupy in the building. In 1988 these Certificates were refunded to take advantage of lower interest rates. The projected savings are estimated to be \$900,000 over the life of the issue.

Lease Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Refunding COPs	\$14,225,000	07/15/88	07/15/90	5.40%	930,000	930,000	25,110
			07/15/91	5.70%	985,000		56,145
			07/15/92	5.90%	1,040,000		61,360
			07/15/93	6.10%	1,100,000		67,100
			07/15/94	6.30%	1,165,000		73,395
			07/15/95	6.40%	1,240,000		79,360
			07/15/96	6.60%	1,320,000		87,120
			07/15/97	6.80%	1,405,000		95,540
			07/15/98	7.00%	753,450		0
			07/15/99	7.10%	697,387		0
			07/15/00	7.20%	642,876		0
			07/15/01	7.30%	589,530		0
			07/15/04	7.40%	1,516,757		0
			TOTAL Justice Center Fund				

**FLEET SERVICES OPERATING FUND (705)****Lease Purchase Certificates of Participation****DEBT REDEMPTION SCHEDULE**

This fund pays debt service on Certificates of Participation issued to finance purchases of City equipment through master leases. Debt service is paid from fleet user charges.

<i>Lease Title</i>	<i>Amount Issued</i>	<i>Date Issued</i>	<i>Payment Due</i>	<i>Interest Rate</i>	<i>Principal</i>	<i>Interest FY 90-91</i>	<i>Budget Amount</i>
Fleet Lease	\$842,000	08/01/85	1990-91	7.25%	\$33,244	\$301	\$33,545

**COMMUNICATIONS OPERATING FUND (707)****Lease Purchase Certificates of Participation**

In 1982 the City issued Certificates of Participation to finance acquisition of telephone exchange equipment. In 1988 these Certificates were refunded to take advantage of lower interest rates. In addition, a portion of the refunding proceeds were used to acquire software for a new Integrated Business Information System.

Lease Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
Certificates of Participation	\$1,130,000	09/01/88	09/01/90	5.80%	215,000	215,000	6,235
			09/01/91	6.05%	225,000		13,613
			09/01/92	6.25%	235,000		14,688
			09/01/93	6.45%	250,000		16,125
TOTAL Communications Operating Fund					\$925,000	\$215,000	\$50,660

**PIR BOND REDEMPTION FUND (156)****Lease Purchase Certificates of Participation**

This fund pays principal and interest on certificates issued to finance improvements at the Portland International Raceway. The debt service is paid from fees and charges at the raceway. This schedule shows the remaining payments for principal and interest the City owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 90-91	Interest FY 90-91
PIR Improvements	\$865,000	03/01/84	03/01/91	8.75%	95,000	95,000	8,313
			03/01/92	9.00%	100,000		9,000
			03/01/93	9.10%	110,000		10,010
			03/01/94	9.25%	120,000		11,100
TOTAL PIR Bond Redemption Fund					\$425,000	\$95,000	\$38,423

**CITY FACILITIES ACQUISITION FUND (703)****Lease Purchase Certificates of Participation****DEBT REDEMPTION SCHEDULE**

This fund pays debt service on Certificates of Participation issued to finance purchases of City facilities through leases. Fund resources are transfers from funds the facilities were purchased for. The transfer is equal to the amount of the debt service for the year.

Lease Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal	Interest	Budget Amount
Master Lease #2	\$2,680,000	10/01/84	1990-91	8.20%	165,000	78,255	243,255
			1991-92	8.40%	180,000	63,930	243,930
			1992-93	8.60%	195,000	47,985	242,985
			1993-94	8.80%	215,000	30,140	245,140
			1994-95	8.80%	235,000	10,340	245,340
					990,000	230,650	1,220,650
Facilities Lease #2							
Forfeited Vehicle Storage	\$525,000	06/28/90	1990-91	8.00%	48,000	42,000	90,000
			1991-92	8.00%	65,022	38,160	103,182
			1992-93	8.00%	70,224	32,958	103,182
			1993-94	8.00%	75,842	27,340	103,182
			1994-95	8.00%	81,909	21,273	103,182
			1995-96	8.00%	88,462	14,720	103,182
			1996-97	8.00%	95,541	7,643	103,184
		525,000	184,094	709,094			
		\$1,515,000	\$414,744	\$1,929,744			
		Total 1990-91		\$213,000	\$120,255	\$333,255	

# CITY EQUIPMENT ACQUISITION FUND (702)

## Lease Purchase Certificates of Participation

## DEBT REDEMPTION SCHEDULE

This fund pays debt service on Certificates of Participation issued to finance purchases of City equipment through master leases. Fund resources are transfers from funds the equipment was purchased for. The transfer is equal to the amount of the debt service for the year.

Lease Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal	Interest	Budget Amount
Master Lease #3	\$644,881	12/01/85	1990-91	7.30%	150,000	5,475	155,475
Master Lease #4	\$1,335,000	01/01/87	1990-91	4.75%	135,000	10,206	145,206
			1991-92	5.00%	140,000	3,500	143,500
					275,000	13,706	288,706
Computer Services Lease	\$232,000	08/01/85	1990-91	7.25%	9,159	83	9,242
Master Lease #5 - Estimate	\$2,000,000	06/28/90	1990-91	8.00%	756,128	160,000	916,128
			1991-92	8.00%	467,338	99,510	566,848
			1992-93	8.00%	434,725	62,123	496,848
			1993-94	8.00%	164,331	27,345	191,676
			1994-95	8.00%	177,478	14,198	191,676
					2,000,000	363,176	2,363,176
Master Lease #6 - Estimate							
Fire Apparatus	\$550,000						
Computer Equipment	164,814						
Transportation Computers	72,480						
	\$787,294	07/01/90	1990-91	8.50%	181,062	66,920	247,982
			1991-92	8.50%	196,452	51,530	247,982
			1992-93	8.50%	213,152	34,831	247,983
			1993-94	8.50%	94,306	16,713	111,019
			1994-95	8.50%	102,322	8,697	111,019
					787,294	178,691	965,985
Parking Meter Lease - Est.	\$1,350,000	01/01/91	1991-92	8.50%	413,828	114,750	528,578
			1992-93	8.50%	449,003	79,575	528,578
			1993-94	8.50%	487,169	41,409	528,578
					1,350,000	235,734	1,585,734
					\$4,571,453	\$796,865	\$5,368,318
Total 1990-91					\$1,231,349	\$242,684	\$1,474,033

# SUMMARY OF INDEBTEDNESS

## DEBT REDEMPTION SCHEDULE

Type of Bond	Type of Obligation	Bonds Outstanding		
		Actual 7/1/89	Estimated 7/1/90	Estimated 7/1/91
GENERAL OBLIGATION BONDS				
Performing Arts-Stadium	Tax Obligation	\$25,640,000	\$23,280,000	20,840,000
GENERAL OBLIGATION/REVENUE BONDS				
Local Improvement	Benefitted Property/Tax Obligation	13,680,000	12,610,000	11,630,000
Bancroft Improvement	Benefitted Property/Tax Obligation	9,158,324	7,929,000	14,844,000
Water Facilities	User/Tax Obligation	61,484,737	57,976,621	66,835,082
Washington County Supply	User/Tax Obligation	19,775,000	19,265,000	18,735,000
		104,098,061	97,780,621	112,044,082
REVENUE BONDS				
Downtown Parking	User Obligation	185,000	145,000	100,000
Morrison Park East	User Obligation	4,315,000	4,145,000	3,965,000
Morrison Park West	User Obligation	3,415,000	3,270,000	3,115,000
Old Town Parking	User Obligation	6,860,000	6,860,000	6,860,000
Golf Facilities	User Obligation	585,000	515,000	4,550,000
Tennis Facilities	User Obligation	190,000	165,000	140,000
Hydropower	User Obligation	51,730,000	51,010,000	43,440,000
Sewage Facilities	User Obligation	25,070,000	84,310,000	82,270,000
		92,350,000	150,420,000	144,440,000
INTEREST BEARING WARRANTS				
Sewage Facilities	User Obligation	22,000,000	22,000,000	0
TAX INCREMENT BONDS				
South Park Renewal	Tax Increment	10,410,000	10,110,000	9,790,000
Waterfront Renewal	Tax Increment	65,733,704	62,443,704	58,938,704
Northwest Front Renewal	Tax Increment	14,000,000	14,000,000	14,000,000
Airport Way Renewal	Tax Increment	0	0	17,500,000
Convention Center Renewal	Tax Increment	0	0	8,000,000
		90,143,704	86,553,704	108,228,704
TOTAL PAID BY BONDED DEBT FUNDS		\$334,231,765	\$380,034,325	\$385,552,786
CERTIFICATES OF PARTICIPATION				
Portland Building Fund		32,995,000	27,630,000	26,805,000
Justice Center Fund		14,225,000	13,385,000	12,455,000
Fleet Services Fund		224,499	33,244	0
Communications Services Fund		1,130,000	925,000	710,000
Portland International Raceway		510,000	425,000	330,000
City Facilities Acquisition Fund		1,380,000	1,515,000	1,302,000
City Equipment Acquisition Fund		996,856	2,434,159	3,340,104
		51,461,355	46,347,403	44,942,104
TOTAL DEBT		\$385,693,120	\$426,381,728	\$430,494,890

## SUMMARY OF INDEBTEDNESS

FY 1990-91

The City of Portland issues a variety of debt in order to raise capital for construction projects and acquisition of equipment and facilities. General obligation debt (backed by the full faith and taxing power of the City) is very low, consisting of voter approved bonds for the Performing Arts Center and remodeling of Civic Stadium, Bancroft Local Improvement District Bonds and Water Facility Bonds (additionally backed by assessments against benefitted properties and water user charges respectively), and short-term Tax Anticipation Notes.

The City currently enjoys the highest possible rating ("Aaa") on its General Obligation debt from Moody's Investors Service. City Sewer Revenue Bonds are rated "A1" by Moody's, with the equivalent rating of "A+" from Standard & Poors. These ratings have been obtained on the basis of the City's own credit capabilities and without the use of bond insurance.

Moody's recently published a detailed summary of their municipal ratings indicating they have outstanding ratings on in excess of 36,000 separate debt issues. Of those 47% were rated "Aaa" but only 133 issuers, including Portland, had obtained that rating on their own credit and without the use of bond insurance. In the 13 western states (including Alaska and Hawaii) there are only 13 "Aaa" credits obtained on their own merit. In addition, Portland is one of only 60 cities in the United States to hold that rating, and one of only eight cities with a population over 250,000 to do so.

The City does not currently have any voter approved long-term debt that has not been incurred. Estimated outstanding long-term debt as of July 1, 1990, reflects bond sales during the 1989-90 fiscal year, and redemption of principal on issues sold in previous years. Estimated outstanding debt as of July 1, 1991, reflects sales anticipated during the 1990-91 fiscal year, and redemption of principal on issues previously sold. Sales during the 1989-90 fiscal year have included and are projected to include:

Debt Outstanding July 1, 1989	\$385,693,120	
Tax Anticipation Notes	22,000,000	August 29, 1989
Portland Building Refunding	28,405,000	October 1, 1989
Sewer Revenue Bonds	59,240,000	March 1, 1990
Master Lease Certificates of Participation	2,525,000	June, 1990
Annexed Water District Debt	44,377	
New Debt Issued FY 1989-90	112,214,377	
Debt Redeemed during FY 1989-90	(71,525,769)	
Estimated Debt Outstanding July 1, 1990	426,381,728	
Tax Anticipation Notes	28,500,000	July 1, 1990
Bancroft Improvement Bonds	8,000,000	July 1, 1990
Airport Way Tax Increment Bonds	17,500,000	August 1, 1990
Water Revenue Bonds	12,150,000	September 1, 1990
Convention Center Tax Increment Bonds	8,000,000	December 1, 1990
Parking Meter Certificates of Participation	1,350,000	January 1, 1991
Golf Revenue Bonds	4,110,000	May 1, 1991
Master Lease Certificates of Participation	787,294	June 1991
New Debt To Be Issued FY 1990-91	80,397,294	
Debt Redeemed during FY 1990-91	(76,284,132)	
Estimated Debt Outstanding July 1, 1991	<u>\$430,494,890</u>	

**AIRPORT WAY DEBT SERVICE FUND (307)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$99,350	\$348,343	\$868,470	\$1,731,368	\$1,731,368
<i>Prior Year's Taxes</i>	0	6,477	96,497	192,374	192,374
	99,350	354,820	964,967	1,923,742	1,923,742
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	3,822	26,278	71,185	166,537	166,537
<i>Total Revenue</i>	103,172	381,098	1,036,152	2,090,279	2,090,279
<i>Beginning Fund Balance</i>	0	102,609	407,332	1,598,000	1,598,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$103,172</b>	<b>\$483,707</b>	<b>\$1,443,484</b>	<b>\$3,688,279</b>	<b>\$3,688,279</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$0	\$0	\$0	\$678,750	\$678,750
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	563	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	102,609	483,707	1,443,484	3,009,529	3,009,529
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$103,172</b>	<b>\$483,707</b>	<b>\$1,443,484</b>	<b>\$3,688,279</b>	<b>\$3,688,279</b>
<b><u>EXPENDITURES - AU 286</u></b>					
<i>Materials and Services</i>					
5450 Interest	\$0	\$0	\$0	\$678,750	\$678,750
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$678,750</b>	<b>\$678,750</b>

This fund was created during FY 1987-88 to support the newly formed Columbia South Shore Urban Renewal Area, which has since been renamed the Airport Way Urban Renewal Area. Bonds in the amount of \$17,500,000 will be issued during FY 1990-91. The District is indebted to the Portland Development Commission Waterfront Renewal Bond Redevelopment Fund in the amount of \$7,432,000. The fund is currently collecting the tax increment from the area, which will be used to pay debt service.

**BANCROFT BOND INTEREST AND SINKING FUND (311)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Local Sources</i>					
<i>LID Payments</i>	\$362,511	\$718,418	\$542,000	\$992,200	\$992,200
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	0	81,523	327,817	150,000	150,000
<i>Interest-Other</i>	209,260	482,439	306,000	1,038,300	1,038,300
	209,260	563,962	633,817	1,188,300	1,188,300
<i>Total Revenue</i>	571,771	1,282,380	1,175,817	2,180,500	2,180,500
<i>Beginning Fund Balance</i>	0	414,518	273,333	243,570	243,570
<b><u>TOTAL RESOURCES</u></b>	<b>\$571,771</b>	<b>\$1,696,898</b>	<b>\$1,449,150</b>	<b>\$2,424,070</b>	<b>\$2,424,070</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$157,253	\$382,461	\$719,256	\$1,135,967	\$1,135,967
<i>Other Requirements</i>					
<i>Principal</i>	0	542,393	486,324	1,085,000	1,085,000
<i>Unappropriated Ending Balance   Reserved for Future Years</i>	414,518	772,044	243,570	203,103	203,103
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$571,771</b>	<b>\$1,696,898</b>	<b>\$1,449,150</b>	<b>\$2,424,070</b>	<b>\$2,424,070</b>
<b><u>EXPENDITURES - AU 752</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$157,253	\$382,461	\$719,256	\$1,135,967	\$1,135,967
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	0	542,393	486,324	1,085,000	1,085,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$157,253</b>	<b>\$924,854</b>	<b>\$1,205,580</b>	<b>\$2,220,967</b>	<b>\$2,220,967</b>

This fund pays principal and interest on bonds issued since 1986 to finance local improvements requested by property owners. Debt service is paid for by property tax assessments against properties which benefit from the improvements.



**BONDED DEBT INTEREST AND SINKING FUND (302)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$3,070,256	\$3,340,649	\$3,346,048	\$3,316,378	\$3,316,378
<i>Prior Year's Taxes</i>	244,048	266,635	245,000	249,620	249,620
	3,314,304	3,607,284	3,591,048	3,565,998	3,565,998
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	38,743	34,929	25,000	25,000	25,000
<i>Interest-Other</i>	1,456	1,728	0	0	0
	40,199	36,657	25,000	25,000	25,000
<i>Total Revenue</i>	3,354,503	3,643,941	3,616,048	3,590,998	3,590,998
<i>Beginning Fund Balance</i>	649,412	352,317	300,000	300,000	300,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$4,003,915</b>	<b>\$3,996,258</b>	<b>\$3,916,048</b>	<b>\$3,890,998</b>	<b>\$3,890,998</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$1,441,598	\$1,351,798	\$1,256,048	\$1,150,998	\$1,150,998
<i>Other Requirements</i>					
<i>Principal</i>	2,210,000	2,280,000	2,360,000	2,440,000	2,440,000
<i>Escrow Account Contribution</i>	0	0	0	0	0
	2,210,000	2,280,000	2,360,000	2,440,000	2,440,000
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	352,317	364,460	300,000	300,000	300,000
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$4,003,915</b>	<b>\$3,996,258</b>	<b>\$3,916,048</b>	<b>\$3,890,998</b>	<b>\$3,890,998</b>
<b><u>EXPENDITURES – AU 280</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$1,441,598	\$1,351,798	\$1,256,048	\$1,150,998	\$1,150,998
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	2,210,000	2,280,000	2,360,000	2,440,000	2,440,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$3,651,598</b>	<b>\$3,631,798</b>	<b>\$3,616,048</b>	<b>\$3,590,998</b>	<b>\$3,590,998</b>

In 1982 the City issued General Obligation Bonds for renovation of Civic Stadium and for construction of the Performing Arts Center. These two issues were refunded by one issue in 1986 to take advantage of lower interest rates. The projected savings over the life of the issue is approximately \$2.6 million.

**CENTRAL EASTSIDE INDUSTRIAL DISTRICT DEBT FUND (310)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$208,300	\$89,943	\$198,475	\$742,140	\$742,140
<i>Prior Year's Taxes</i>	0	7,026	22,053	82,460	82,460
	208,300	96,969	220,528	824,600	824,600
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	8,062	23,834	35,221	65,798	65,798
<i>Total Revenue</i>	216,362	120,803	255,749	890,398	890,398
<i>Beginning Fund Balance</i>	0	216,362	330,000	465,000	465,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$216,362</b>	<b>\$337,165</b>	<b>\$585,749</b>	<b>\$1,355,398</b>	<b>\$1,355,398</b>
<b><u>REQUIREMENTS</u></b>					
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	216,362	337,165	585,749	1,355,398	1,355,398
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$216,362</b>	<b>\$337,165</b>	<b>\$585,749</b>	<b>\$1,355,398</b>	<b>\$1,355,398</b>
<b><u>EXPENDITURES - AU 285</u></b>					
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This fund was created during FY 1987-88 to support the newly formed Central Eastside Industrial Urban Renewal Area. No bonds have yet been issued for this area. The District is indebted to the Portland Development Commission Urban Redevelopment Fund in the amount of \$864,000. The fund is currently collecting the tax increment from the area, which will eventually be used to pay debt service.

**CONVENTION CENTER AREA DEBT SERVICE FUND (312)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$0	\$0	\$0	\$1,761,601	\$1,761,601
<i>Prior Year's Taxes</i>	0	0	0	195,733	195,733
	0	0	0	1,957,334	1,957,334
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	0	0	0	58,025	58,025
<i>Total Revenue</i>	0	0	0	2,015,359	2,015,359
<i>Beginning Fund Balance</i>	0	0	0	0	0
<b><u>TOTAL RESOURCES</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,015,359</b>	<b>\$2,015,359</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$0	\$0	\$0	\$410,000	\$410,000
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	0	0	0	1,605,359	1,605,359
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,015,359</b>	<b>\$2,015,359</b>
<b><u>EXPENDITURES - AU 287</u></b>					
<i>Materials and Services</i>					
5450 Interest	\$0	\$0	\$0	\$410,000	\$410,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$410,000</b>	<b>\$410,000</b>

This fund will support the newly formed Convention Center Urban Renewal Area. Bonds in the amount of \$8,000,000 will be issued during FY 1990-91. The District is indebted to the Portland Development Commission Urban Redevelopment Fund in the amount of \$938,000. The fund is currently collecting the tax increment from the area, which will be used to pay debt service.

**DOWNTOWN PARKING BOND REDEMPTION FUND (360)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$5,103	\$6,105	\$4,000	\$5,678	\$5,678
<i>Interest-Other</i>	247	0	0	0	0
	5,350	6,105	4,000	5,678	5,678
<i>Total Revenue</i>	5,350	6,105	4,000	5,678	5,678
<i>Transfers from Other Funds-Cash</i>					
<i>Parking Facilities</i>	50,614	45,906	44,434	42,000	42,000
<i>Beginning Fund Balance</i>	72,821	75,758	74,904	78,975	78,975
<b><u>TOTAL RESOURCES</u></b>	<b>\$128,785</b>	<b>\$127,769</b>	<b>\$123,338</b>	<b>\$126,653</b>	<b>\$126,653</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$12,710	\$10,750	\$8,750	\$6,750	\$6,750
<i>Other Requirements</i>					
<i>Principal</i>	40,000	40,000	40,000	45,000	45,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	317	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	48,713	48,713	48,713	48,713	48,713
<i>Reserve for Future Years</i>	27,045	28,306	25,875	26,190	26,190
	75,758	77,019	74,588	74,903	74,903
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$128,785</b>	<b>\$127,769</b>	<b>\$123,338</b>	<b>\$126,653</b>	<b>\$126,653</b>
<b><u>EXPENDITURES - AU 722</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$12,710	\$10,750	\$8,750	\$6,750	\$6,750
<i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	40,000	40,000	40,000	45,000	45,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$52,710</b>	<b>\$50,750</b>	<b>\$48,750</b>	<b>\$51,750</b>	<b>\$51,750</b>

This fund pays principal and interest on bonds issued to construct the O'Bryant Square parking garage. The debt service is paid from fees charged for parking.

**GOLF REVENUE BOND REDEMPTION FUND (353)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$15,242	\$11,168	\$10,819	\$10,914	\$10,914
<i>Total Revenue</i>	15,242	11,168	10,819	10,914	10,914
<i>Transfers from Other Funds--Cash</i>					
<i>Golf</i>	65,281	102,089	209,509	978,867	978,867
<i>Beginning Fund Balance</i>	266,077	153,159	154,559	155,919	155,919
<b>TOTAL RESOURCES</b>	<b>\$346,600</b>	<b>\$266,416</b>	<b>\$374,887</b>	<b>\$1,145,700</b>	<b>\$1,145,700</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$47,215	\$42,000	\$152,825	\$322,100	\$322,100
<i>Miscellaneous</i>	72	7	1,000	1,000	1,000
	47,287	42,007	153,825	323,100	323,100
<i>Other Requirements</i>					
<i>Principal</i>	145,000	65,000	70,000	75,000	75,000
<i>Transfers to Other Funds--Cash</i>					
<i>General--Overhead</i>	1,154	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	89,125	109,895	109,895	747,600	747,600
<i>Reserve for Future Years</i>	64,034	49,514	41,167	0	0
	153,159	159,409	151,062	747,600	747,600
<b>TOTAL REQUIREMENTS</b>	<b>\$346,600</b>	<b>\$266,416</b>	<b>\$374,887</b>	<b>\$1,145,700</b>	<b>\$1,145,700</b>
<b><u>EXPENDITURES - AU 619</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$47,215	\$42,000	\$152,825	\$322,100	\$322,100
5490 <i>Miscellaneous</i>	72	7	1,000	1,000	1,000
	47,287	42,007	153,825	323,100	323,100
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	145,000	65,000	70,000	75,000	75,000
<b>TOTAL APPROPRIATION</b>	<b>\$192,287</b>	<b>\$107,007</b>	<b>\$223,825</b>	<b>\$398,100</b>	<b>\$398,100</b>

This fund pays principal and interest on bonds issued to make improvements at City-owned golf courses. Debt service on these bonds is paid by golf user fees.

## HYDROPOWER BOND REDEMPTION FUND (354)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$331,555	\$504,861	\$650,000	\$465,356	\$465,356
<i>Interest-Other</i>	273,038	442,483	0	623,227	623,227
<i>Power Sales</i>	4,267,050	4,319,645	4,728,793	3,737,977	3,737,977
	4,871,643	5,266,989	5,378,793	4,826,560	4,826,560
 <i>Total Revenue</i>	 4,871,643	 5,266,989	 5,378,793	 4,826,560	 4,826,560
 <i>Transfers From Other Funds</i>					
<i>Hydro Renewal &amp; Replacement</i>	0	0	0	375,000	375,000
 <i>Beginning Fund Balance</i>	 11,754,889	 11,939,714	 7,189,505	 12,715,033	 12,715,033
<b><u>TOTAL RESOURCES</u></b>	<b>\$16,626,532</b>	<b>\$17,206,703</b>	<b>\$12,568,298</b>	<b>\$17,916,593</b>	<b>\$17,916,593</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$4,081,818	\$4,035,655	\$4,011,719	\$3,930,259	\$3,930,259
 <i>Other Requirements</i>					
<i>Principal</i>	605,000	650,000	720,000	7,570,000	7,570,000
 <i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	4,751,200	4,751,200	0	0	0
<i>Reserve for Future Years</i>	7,188,514	7,769,848	7,836,579	6,416,334	6,416,334
	11,939,714	12,521,048	7,836,579	6,416,334	6,416,334
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$16,626,532</b>	<b>\$17,206,703</b>	<b>\$12,568,298</b>	<b>\$17,916,593</b>	<b>\$17,916,593</b>
<b><u>EXPENDITURES - AU 647</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$4,081,818	\$4,035,655	\$4,011,719	\$3,930,259	\$3,930,259
 <i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	605,000	650,000	720,000	7,570,000	7,570,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$4,686,818</b>	<b>\$4,685,655</b>	<b>\$4,731,719</b>	<b>\$11,500,259</b>	<b>\$11,500,259</b>

This fund pays principal and interest on bonds issued to finance construction of hydroelectric generating facilities at Bull Run. The debt service is paid from the proceeds of sales of electricity to Portland General Electric.

**IMPROVEMENT BOND INTEREST AND SINKING FUND (308)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Local Sources</i>					
<i>LID Payments</i>	\$1,378,047	\$1,506,928	\$1,065,000	\$735,506	\$735,506
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	626,434	712,760	391,000	354,646	354,646
<i>Interest-Other</i>	977,376	748,946	548,000	396,040	396,040
	1,603,810	1,461,706	939,000	750,686	750,686
<i>Total Revenue</i>	2,981,857	2,968,634	2,004,000	1,486,192	1,486,192
<i>Transfers from Other Funds-Cash</i>					
<i>LID Construction</i>	168,806	0	0	0	0
<i>Residual Equity</i>					
<i>Sewage Disposal Fund</i>	645,380	0	0	0	0
<i>Beginning Fund Balance</i>	8,003,934	8,464,480	8,085,680	8,340,745	8,340,745
<b><u>TOTAL RESOURCES</u></b>	<b>\$11,799,977</b>	<b>\$11,433,114</b>	<b>\$10,089,680</b>	<b>\$9,826,937</b>	<b>\$9,826,937</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$1,462,333	\$1,343,720	\$1,276,943	\$1,163,427	\$1,163,427
<i>Other Requirements</i>					
<i>Principal</i>	1,851,369	1,145,000	1,070,000	980,000	980,000
<i>Transfers to Other Funds</i>					
<i>General-Overhead</i>	21,795	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	8,464,480	8,944,394	7,742,737	7,683,510	7,683,510
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$11,799,977</b>	<b>\$11,433,114</b>	<b>\$10,089,680</b>	<b>\$9,826,937</b>	<b>\$9,826,937</b>
<b><u>EXPENDITURES - AU 749</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$1,462,333	\$1,343,720	\$1,276,943	\$1,163,427	\$1,163,427
<i>Other</i>					
<i>5781 Bond Debt Retirement</i>	1,851,369	1,145,000	1,070,000	980,000	980,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$3,313,702</b>	<b>\$2,488,720</b>	<b>\$2,346,943</b>	<b>\$2,143,427</b>	<b>\$2,143,427</b>

This fund pays principal and interest on bonds issued prior to passage of the Tax Reform Act of 1986 to finance local improvements requested by property owners. Debt service is paid for by property tax assessments against properties which benefit from the improvements.

**MORRISON PARK EAST BOND REDEMPTION FUND (358)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$35,680	\$45,516	\$30,000	\$42,470	\$42,470
<i>Interest-Other</i>	49	107	0	0	0
	35,729	45,623	30,000	42,470	42,470
<b>Total Revenue</b>	<b>35,729</b>	<b>45,623</b>	<b>30,000</b>	<b>42,470</b>	<b>42,470</b>
<i>Transfers from Other Funds-Cash</i>					
<i>Parking Facilities</i>	390,064	383,800	366,850	326,000	326,000
<i>Beginning Fund Balance</i>	592,782	614,340	624,510	654,327	654,327
<b>TOTAL RESOURCES</b>	<b>\$1,018,575</b>	<b>\$1,043,763</b>	<b>\$1,021,360</b>	<b>\$1,022,797</b>	<b>\$1,022,797</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$246,824	\$238,630	\$230,170	\$221,246	\$221,246
<i>Other Requirements</i>					
<i>Principal</i>	155,000	165,000	170,000	180,000	180,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	2,411	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	395,911	395,911	395,911	395,911	395,911
<i>Reserve for Future Years</i>	218,429	244,222	225,279	225,640	225,640
	614,340	640,133	621,190	621,551	621,551
<b>TOTAL REQUIREMENTS</b>	<b>\$1,018,575</b>	<b>\$1,043,763</b>	<b>\$1,021,360</b>	<b>\$1,022,797</b>	<b>\$1,022,797</b>
<b><u>EXPENDITURES - AU 724</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$246,824	\$238,630	\$230,170	\$221,246	\$221,246
<i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	155,000	165,000	170,000	180,000	180,000
<b>TOTAL APPROPRIATION</b>	<b>\$401,824</b>	<b>\$403,630</b>	<b>\$400,170</b>	<b>\$401,246</b>	<b>\$401,246</b>

This fund pays principal and interest on bonds issued to construct the Morrison Park East parking structure. Debt service is paid from fees charged for parking and for retail space rental.



**MORRISON PARK WEST BOND REDEMPTION FUND (357)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$31,791	\$38,238	\$30,000	\$34,709	\$34,709
<i>Interest-Other</i>	11	244	0	0	0
	31,802	38,482	30,000	34,709	34,709
 <i>Total Revenue</i>	 31,802	 38,482	 30,000	 34,709	 34,709
 <i>Transfers from Other Funds-Cash</i>					
<i>Parking Facilities</i>	333,368	312,336	302,280	287,000	287,000
 <i>Beginning Fund Balance</i>	 409,361	 436,801	 440,891	 454,482	 454,482
<b><u>TOTAL RESOURCES</u></b>	<b><u>\$774,531</u></b>	<b><u>\$787,619</u></b>	<b><u>\$773,171</u></b>	<b><u>\$776,191</u></b>	<b><u>\$776,191</u></b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$205,715	\$198,245	\$190,905	\$183,028	\$183,028
 <i>Other Requirements</i>					
<i>Principal</i>	130,000	140,000	145,000	155,000	155,000
 <i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	2,015	0	0	0	0
 <i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	331,254	331,254	331,254	331,254	331,254
<i>Reserve for Future Years</i>	105,547	118,120	106,012	106,909	106,909
	436,801	449,374	437,266	438,163	438,163
<b><u>TOTAL REQUIREMENTS</u></b>	<b><u>\$774,531</u></b>	<b><u>\$787,619</u></b>	<b><u>\$773,171</u></b>	<b><u>\$776,191</u></b>	<b><u>\$776,191</u></b>
<b><u>EXPENDITURES - AU 723</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$205,715	\$198,245	\$190,905	\$183,028	\$183,028
 <i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	130,000	140,000	145,000	155,000	155,000
<b><u>TOTAL APPROPRIATION</u></b>	<b><u>\$335,715</u></b>	<b><u>\$338,245</u></b>	<b><u>\$335,905</u></b>	<b><u>\$338,028</u></b>	<b><u>\$338,028</u></b>

This fund pays principal and interest on bonds issued to construct the Morrison Park West parking structure. Debt service is paid from fees charged for parking and for retail space rental.

# NORTHWEST FRONT AVENUE INDUSTRIAL RENEWAL FUND (304) FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$1,587,883	\$1,451,581	\$1,697,675	\$2,083,958	\$2,083,958
<i>Prior Year's Taxes</i>	114,800	131,870	188,631	231,551	231,551
	1,702,683	1,583,451	1,886,306	2,315,509	2,315,509
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	565,135	771,364	673,884	901,332	901,332
<i>Interest-Other</i>	1,564	2,537	0	0	0
	566,699	773,901	673,884	901,332	901,332
<i>Total Revenue</i>	2,269,382	2,357,352	2,560,190	3,216,841	3,216,841
<i>Beginning Fund Balance</i>	7,456,960	8,599,622	8,540,400	11,420,000	11,420,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$9,726,342</b>	<b>\$10,956,974</b>	<b>\$11,100,590</b>	<b>\$14,636,841</b>	<b>\$14,636,841</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	6,720	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	8,599,622	9,836,974	9,980,590	13,516,841	13,516,841
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$9,726,342</b>	<b>\$10,956,974</b>	<b>\$11,100,590</b>	<b>\$14,636,841</b>	<b>\$14,636,841</b>
<b><u>EXPENDITURES - AU 282</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$1,120,000</b>	<b>\$1,120,000</b>	<b>\$1,120,000</b>	<b>\$1,120,000</b>	<b>\$1,120,000</b>

This Fund pays principal and interest on tax increment bonds issued to finance public improvements required for the siting of the Wacker Siltronic plant. These term bonds will mature in 2010. Debt service is paid from taxes on the increase in assessed value of the district since its formation.

# **OLD TOWN PARKING BOND REDEMPTION FUND (362)**

## **FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	(\$468)	\$188	\$45,000	\$18,633	\$18,633
<i>Miscellaneous</i>	285,174	855,523	0	0	0
	284,706	855,711	45,000	18,633	18,633
 <i>Total Revenue</i>	 284,706	 855,711	 45,000	 18,633	 18,633
 <i>Transfers from Other Funds--Cash</i>					
<i>Parking Facilities</i>	3,360	(468)	69,166	160,000	160,000
 <i>Beginning Fund Balance</i>	 0	 0	 569,183	 407,892	 407,892
<b><u>TOTAL RESOURCES</u></b>	<b><u>\$288,066</u></b>	<b><u>\$855,243</u></b>	<b><u>\$683,349</u></b>	<b><u>\$586,525</u></b>	<b><u>\$586,525</u></b>
 <b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$285,174	\$0	\$570,349	\$570,349	\$570,349
 <i>Transfers to Other Funds--Cash</i>					
<i>General--Overhead</i>	3,360	0	0	0	0
 <i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	(468)	855,243	113,000	16,176	16,176
<b><u>TOTAL REQUIREMENTS</u></b>	<b><u>\$288,066</u></b>	<b><u>\$855,243</u></b>	<b><u>\$683,349</u></b>	<b><u>\$586,525</u></b>	<b><u>\$586,525</u></b>
 <b><u>EXPENDITURES - AU 725</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$285,174	\$0	\$570,349	\$570,349	\$570,349
<b><u>TOTAL APPROPRIATION</u></b>	<b><u>\$285,174</u></b>	<b><u>\$0</u></b>	<b><u>\$570,349</u></b>	<b><u>\$570,349</u></b>	<b><u>\$570,349</u></b>

This fund pays principal and interest on bonds issued to construct the Old Town parking structure. Interest payments are currently paid from bond proceeds held by the Portland Development Commission, which is constructing the facility. Once the facility is completed, debt service will be paid from fees charged for parking and for retail space rental.

**PIR BOND REDEMPTION FUND (361)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Rents &amp; Reimbursements</i>	\$169,013	\$224,686	\$150,000	\$150,000	\$150,000
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	5,761	15,811	5,166	13,556	13,556
<i>Miscellaneous</i>	3,758	4,833	4,000	4,000	4,000
	9,519	20,644	9,166	17,556	17,556
<i>Total Revenue</i>	178,532	245,330	159,166	167,556	167,556
<i>Beginning Fund Balance</i>	1,560	49,437	72,297	192,391	192,391
<b>TOTAL RESOURCES</b>	<b>\$180,092</b>	<b>\$294,767</b>	<b>\$231,463</b>	<b>\$359,947</b>	<b>\$359,947</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$54,097	\$47,560	\$45,648	\$38,423	\$38,423
<i>Miscellaneous</i>	750	1,934	1,400	1,400	1,400
	54,847	49,494	47,048	39,823	39,823
<i>Other Requirements</i>					
<i>Principal</i>	75,000	80,000	85,000	95,000	95,000
<i>Transfers to Other Funds—Cash</i>					
<i>General—Overhead</i>	808	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	49,437	165,273	99,415	225,124	225,124
<b>TOTAL REQUIREMENTS</b>	<b>\$180,092</b>	<b>\$294,767</b>	<b>\$231,463</b>	<b>\$359,947</b>	<b>\$359,947</b>
<b><u>EXPENDITURES – AU 613</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$54,097	\$47,560	\$45,648	\$38,423	\$38,423
5490 <i>Miscellaneous</i>	750	1,934	1,400	1,400	1,400
	54,847	49,494	47,048	39,823	39,823
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	75,000	75,000	85,000	95,000	95,000
<b>TOTAL APPROPRIATION</b>	<b>\$129,847</b>	<b>\$124,494</b>	<b>\$132,048</b>	<b>\$134,823</b>	<b>\$134,823</b>

This fund pays principal and interest on certificates of participation issued to finance improvements at the Portland International Raceway. The debt service is paid from fees and charges at the Raceway.

## SEWER SYSTEM DEBT REDEMPTION FUND (351)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$196,737	\$7,675	\$1,000	\$175	\$175
<i>Total Revenue</i>	196,737	7,675	1,000	175	175
<i>Proceeds from Bond Sale</i>	584,011	0	0	0	0
<i>Transfers from Other Funds-Cash</i>					
<i>Sewer System Operating</i>	1,158,587	2,462,659	4,870,980	8,070,770	8,070,770
<i>Sewer System Debt Proceeds</i>	0	0	22,000,000	0	22,671,637
	1,158,587	2,462,659	26,870,980	8,070,770	30,742,407
<i>Beginning Fund Balance</i>	8,577,607	751,642	0	674,230	2,300
<b>TOTAL RESOURCES</b>	<b>\$10,516,942</b>	<b>\$3,221,976</b>	<b>\$26,871,980</b>	<b>\$8,745,175</b>	<b>\$30,744,882</b>
<b>REQUIREMENTS</b>					
<i>Expenditures</i>					
<i>Interest</i>	\$2,500,055	\$3,220,480	\$3,220,480	\$6,702,909	\$6,702,909
<i>Miscellaneous</i>	3,059	2,444	11,500	0	0
	2,503,114	3,222,924	3,231,980	6,702,909	6,702,909
<i>Other Requirements</i>					
<i>Principal</i>	3,321,849	0	22,000,000	2,040,000	24,040,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	22,343	0	0	0	0
<i>General Operating Contingency</i>	0	0	1,640,000	2,266	1,973
<i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	2,461,875	(948)	0	0	0
<i>Reserve for Future Years</i>	2,207,761	0	0	0	0
	4,669,636	(948)	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$10,516,942</b>	<b>\$3,221,976</b>	<b>\$26,871,980</b>	<b>\$8,745,175</b>	<b>\$30,744,882</b>
<b>EXPENDITURES - AU 174</b>					
<i>Materials and Services</i>					
5210 Professional Services	\$1,064	\$1,064	\$0	\$0	\$0
5450 Interest	2,500,055	3,220,480	3,220,480	6,702,909	6,702,909
5490 Miscellaneous	1,995	1,380	11,500	0	0
	2,503,114	3,222,924	3,231,980	6,702,909	6,702,909
<i>Other</i>					
5781 Bonded Debt Retirement	3,321,849	0	22,000,000	2,040,000	24,040,000
<b>TOTAL APPROPRIATION</b>	<b>\$5,824,963</b>	<b>\$3,222,924</b>	<b>\$25,231,980</b>	<b>\$8,742,909</b>	<b>\$30,742,909</b>

This fund pays principal and interest on revenue bonds issued to finance improvements to the City's sewer system. The debt service is paid by charges to customers of the sewer system. In 1987 the City refunded three bond issues to take advantage of lower interest rates. The projected savings to City sewer system customers is expected to be approximately \$900,000.

**ST. JOHNS RIVERFRONT BOND REDEMPTION FUND (305)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$0	\$3,271	\$2,957	\$17,414	\$17,414
<i>Prior Year's Taxes</i>	1,292	831	329	1,935	1,935
	1,292	4,102	3,286	19,349	19,349
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	1,810	2,502	2,564	3,445	3,445
<i>Total Revenue</i>	3,102	6,604	5,850	22,794	22,794
<i>Beginning Fund Balance</i>	22,753	25,855	30,408	36,258	36,258
<b><u>TOTAL RESOURCES</u></b>	<b>\$25,855</b>	<b>\$32,459</b>	<b>\$36,258</b>	<b>\$59,052</b>	<b>\$59,052</b>
<b><u>REQUIREMENTS</u></b>					
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	25,855	32,459	36,258	59,052	59,052
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$25,855</b>	<b>\$32,459</b>	<b>\$36,258</b>	<b>\$59,052</b>	<b>\$59,052</b>
<b><u>EXPENDITURES - AU 283</u></b>					
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This fund supports the St. Johns Riverfront Development Project. There is no bonded debt outstanding for this district. The fund collects the tax increment on the increase in assessed value of the district since its formation.

**SHORT-TERM DEBT INTEREST AND SINKING FUND (301)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$1,332,226	\$1,976,568	\$2,800,000	\$1,114,278	\$1,114,278
<b><i>Total Revenue</i></b>	<b>1,332,226</b>	<b>1,976,568</b>	<b>2,800,000</b>	<b>1,114,278</b>	<b>1,114,278</b>
<i>Transfers from Other Funds—Cash</i>					
<i>General</i>	32,000,000	36,010,881	40,500,000	28,853,812	28,853,812
<i>Beginning Fund Balance</i>	0	272,377	0	0	0
<b><i>TOTAL RESOURCES</i></b>	<b>\$33,332,226</b>	<b>\$38,259,826</b>	<b>\$43,300,000</b>	<b>\$29,968,090</b>	<b>\$29,968,090</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$1,059,849	\$2,018,248	\$3,300,000	\$1,468,090	\$1,468,090
<i>Other Requirements</i>					
<i>Principal</i>	32,000,000	36,000,000	40,000,000	28,500,000	28,500,000
<i>Ending Fund Balance</i>	272,377	241,578	0	0	0
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$33,332,226</b>	<b>\$38,259,826</b>	<b>\$43,300,000</b>	<b>\$29,968,090</b>	<b>\$29,968,090</b>
<b><u>EXPENDITURES – AU 755</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$1,059,849	\$2,018,248	\$3,300,000	\$1,468,090	\$1,468,090
<i>Other</i>					
5782 <i>Warrants Debt Retirement</i>	32,000,000	36,000,000	40,000,000	28,500,000	28,500,000
<b><i>TOTAL APPROPRIATION</i></b>	<b>\$33,059,849</b>	<b>\$38,018,248</b>	<b>\$43,300,000</b>	<b>\$29,968,090</b>	<b>\$29,968,090</b>

This fund pays principal and interest on short-term notes issued to cover General Fund cash flow requirements. Funds are borrowed in July or August in anticipation of property tax receipts which are received in November. The short-term notes are repaid before the end of the fiscal year.

**SOUTH PARK DEBT SERVICE FUND (306)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$2,421,078	\$3,083,153	\$3,587,490	\$3,066,309	\$3,066,309
<i>Prior Year's Taxes</i>	41,661	127,222	398,610	340,701	340,701
	2,462,739	3,210,375	3,986,100	3,407,010	3,407,010
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	88,630	311,752	396,876	417,090	417,090
<i>Miscellaneous</i>	456,540	368,270	367,045	0	0
	545,170	680,022	763,921	417,090	417,090
<i>Total Revenue</i>	3,007,909	3,890,397	4,750,021	3,824,100	3,824,100
<i>Beginning Fund Balance</i>	281,447	2,100,867	3,876,000	7,468,000	7,468,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$3,289,356</b>	<b>\$5,991,264</b>	<b>\$8,626,021</b>	<b>\$11,292,100</b>	<b>\$11,292,100</b>

**REQUIREMENTS**

<i>Expenditures</i>					
<i>Interest</i>	\$921,400	\$903,560	\$883,240	\$860,600	\$860,600
<i>Other Requirements</i>					
<i>Principal</i>	260,000	280,000	1,300,000	6,360,000	6,360,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	7,089	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	2,100,867	4,807,704	6,442,781	4,071,500	4,071,500
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$3,289,356</b>	<b>\$5,991,264</b>	<b>\$8,626,021</b>	<b>\$11,292,100</b>	<b>\$11,292,100</b>

**EXPENDITURES - AU 284**

<i>Materials and Services</i>					
5450 <i>Interest</i>	\$921,400	\$903,560	\$883,240	\$860,600	\$860,600
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	260,000	280,000	1,300,000	320,000	320,000
5781 <i>Non-Bonded Debt</i>	0	0	0	6,040,000	6,040,000
	260,000	280,000	1,300,000	6,360,000	6,360,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$1,181,400</b>	<b>\$1,183,560</b>	<b>\$2,183,240</b>	<b>\$7,220,600</b>	<b>\$7,220,600</b>

This fund pays principal and interest on tax increment bonds issued to finance public improvements and housing in the South Park Blocks Urban Renewal Area. Debt service is paid from taxes on the increase in assessed value of the district since its formation.



**TENNIS FACILITIES BOND REDEMPTION FUND (352)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$2,947	\$3,244	\$3,687	\$3,610	\$3,610
<b><i>Total Revenue</i></b>	<b>2,947</b>	<b>3,244</b>	<b>3,687</b>	<b>3,610</b>	<b>3,610</b>
<i>Transfers from Other Funds-Cash</i>					
<i>General</i>	0	30,271	36,875	17,303	17,303
<i>Tennis Operating</i>	31,636	0	0	0	0
	31,636	30,271	36,875	17,303	17,303
<i>Beginning Fund Balance</i>	52,588	51,527	52,665	51,500	51,500
<b><i>TOTAL RESOURCES</i></b>	<b>\$87,171</b>	<b>\$85,042</b>	<b>\$93,227</b>	<b>\$72,413</b>	<b>\$72,413</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$14,300	\$13,000	\$12,350	\$9,913	\$9,913
<i>Other Requirements</i>					
<i>Principal</i>	20,000	20,000	25,000	25,000	25,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	206	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Unexpendable Reserve</i>	36,825	36,825	36,825	37,500	37,500
<i>Reserve for Future Years</i>	15,840	15,217	19,052	0	0
	52,665	52,042	55,877	37,500	37,500
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$87,171</b>	<b>\$85,042</b>	<b>\$93,227</b>	<b>\$72,413</b>	<b>\$72,413</b>
<b><u>EXPENDITURES - AU 605</u></b>					
<i>Materials and Services</i>					
<i>5450 Interest</i>	14,300	13,000	12,350	9,913	9,913
<i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	20,000	20,000	25,000	25,000	25,000
<b><i>TOTAL APPROPRIATION</i></b>	<b>\$34,300</b>	<b>\$33,000</b>	<b>\$37,350</b>	<b>\$34,913</b>	<b>\$34,913</b>

This fund pays principal and interest on bonds issued to construct the Portland Tennis Center. The debt service is paid from tennis fees collected by the General Fund.

**WASHINGTON COUNTY SUPPLY BOND REDEMPTION FUND (356)      FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Other Distributors</i>	\$1,929,300	\$238,400	\$1,496,500	\$1,246,613	\$1,246,613
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	196,512	215,497	180,915	176,422	176,422
<i>Total Revenue</i>	2,125,812	453,897	1,677,415	1,423,035	1,423,035
<i>Transfers from Other Funds-Cash</i>					
<i>Wash. Co. Supply Const.</i>	1,498,595	0	0	0	0
<i>Water Operating</i>	0	134,348	162,728	126,285	126,285
	1,498,595	134,348	162,728	126,285	126,285
<i>Beginning Fund Balance</i>	2,147,417	3,499,549	2,242,202	2,352,293	2,352,293
<b><u>TOTAL RESOURCES</u></b>	<b>\$5,771,824</b>	<b>\$4,087,794</b>	<b>\$4,082,345</b>	<b>\$3,901,613</b>	<b>\$3,901,613</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$1,203,723	\$1,173,595	\$1,152,820	\$1,129,410	\$1,129,410
<i>Other Requirements</i>					
<i>Principal</i>	1,055,000	490,000	510,000	530,000	530,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	13,552	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	3,499,549	2,424,199	2,419,525	2,242,203	2,242,203
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$5,771,824</b>	<b>\$4,087,794</b>	<b>\$4,082,345</b>	<b>\$3,901,613</b>	<b>\$3,901,613</b>
<b><u>EXPENDITURES - AU 595</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$1,203,723	\$1,173,595	\$1,152,820	\$1,129,410	\$1,129,410
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	1,055,000	490,000	510,000	530,000	530,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$2,258,723</b>	<b>\$1,663,595</b>	<b>\$1,662,820</b>	<b>\$1,659,410</b>	<b>\$1,659,410</b>

In 1980 the City issued bonds to construct a supply line over the West Hills to the Wolf Creek Water District. In November 1986 the City refunded the bonds to take advantage of lower interest rates. Projected savings to City water customers over the life of the issue will be approximately \$1.5 million.

**WATER BOND SINKING FUND (355)**
**FUND SUMMARY**

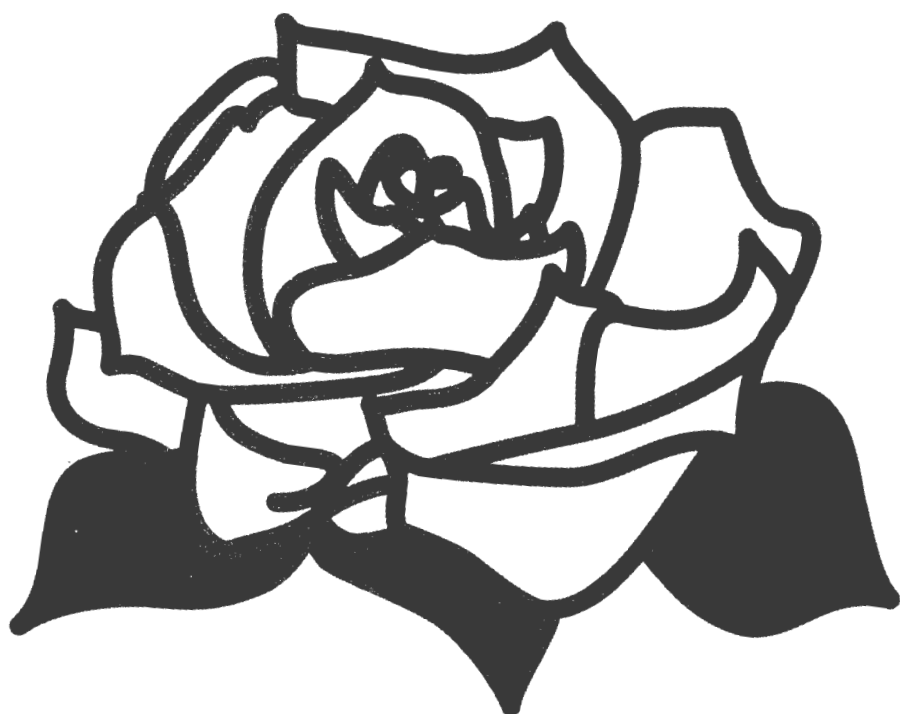
	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	536,091	553,144	439,733	364,947	364,947
<b><i>Total Revenue</i></b>	<b>536,091</b>	<b>553,144</b>	<b>439,733</b>	<b>364,947</b>	<b>364,947</b>
<i>Transfers from Other Funds—Cash</i>					
<i>Water Operating</i>	6,176,509	7,032,411	6,461,623	6,617,349	6,617,349
<i>Water Construction</i>	0	0	320,000	524,384	524,384
	6,176,509	7,032,411	6,781,623	7,141,733	7,141,733
<i>Beginning Fund Balance</i>	7,546,901	6,558,979	6,565,818	4,865,964	4,865,964
<b><i>TOTAL RESOURCES</i></b>	<b>\$14,259,501</b>	<b>\$14,144,534</b>	<b>\$13,787,174</b>	<b>\$12,372,644</b>	<b>\$12,372,644</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$3,873,378	\$4,182,922	\$4,272,700	\$4,129,141	\$4,129,141
<i>Miscellaneous</i>	879	1,434	110,224	86,000	86,000
	3,874,257	4,184,356	4,382,924	4,215,141	4,215,141
<i>Other Requirements</i>					
<i>Principal</i>	2,783,242	3,316,215	3,552,493	3,291,539	3,291,539
<i>Transfers to Other Funds—Cash</i>					
<i>General—Overhead</i>	43,023	0	0	0	0
<i>Water Construction</i>	1,000,000	1,096,000	0	0	0
	1,043,023	1,096,000	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	6,558,979	5,547,963	5,851,757	4,865,964	4,865,964
<b><i>TOTAL REQUIREMENTS</i></b>	<b>\$14,259,501</b>	<b>\$14,144,534</b>	<b>\$13,787,174</b>	<b>\$12,372,644</b>	<b>\$12,372,644</b>
<b><u>EXPENDITURES – AU 179</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$3,873,378	\$4,182,922	\$4,272,700	\$4,129,141	\$4,129,141
5490 <i>Miscellaneous</i>	879	1,434	110,224	86,000	86,000
	3,874,257	4,184,356	4,382,924	4,215,141	4,215,141
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	2,783,242	3,316,215	3,552,493	3,291,539	3,291,539
<b><i>TOTAL APPROPRIATION</i></b>	<b>\$6,657,499</b>	<b>\$7,500,571</b>	<b>\$7,935,417</b>	<b>\$7,506,680</b>	<b>\$7,506,680</b>

This fund pays principal and interest on bonds issued to finance improvements to the City's water system. The debt service is paid by charges to customers of the water system. In 1988 the City refunded bonds originally issued in 1980 to take advantage of lower interest rates. Projected savings to City water customers over the life of the issue will be approximately \$3.2 million.

**WATERFRONT RENEWAL BOND SINKING FUND (303)****FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$8,656,933	\$10,210,377	\$10,595,294	\$8,792,870	\$8,792,870
<i>Prior Year's Taxes</i>	652,575	765,385	1,177,255	976,985	976,985
	9,309,508	10,975,762	11,772,549	9,769,855	9,769,855
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	1,425,944	1,380,325	1,506,387	1,471,644	1,471,644
<i>Interest-Other</i>	17,297	158,386	0	0	0
	1,443,241	1,538,711	1,506,387	1,471,644	1,471,644
<i>Total Revenue</i>	<b>10,752,749</b>	<b>12,514,473</b>	<b>13,278,936</b>	<b>11,241,499</b>	<b>11,241,499</b>
<i>Beginning Fund Balance</i>	30,613,484	15,384,811	19,326,000	20,944,000	20,944,000
<b><u>TOTAL RESOURCES</u></b>	<b>\$41,366,233</b>	<b>\$27,899,284</b>	<b>\$32,604,936</b>	<b>\$32,185,499</b>	<b>\$32,185,499</b>
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>					
<i>Interest</i>	\$3,272,312	\$4,082,646	\$4,474,877	\$4,009,011	\$4,009,011
<i>Other Requirements</i>					
<i>Principal</i>	22,670,000	2,285,000	8,290,000	8,405,000	8,405,000
<i>Transfers to Other Funds-Cash</i>					
<i>General-Overhead</i>	39,110	0	0	0	0
<i>Unappropriated Ending Balance</i>					
<i>Reserve for Future Years</i>	15,384,811	21,531,638	19,840,059	19,771,488	19,771,488
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$41,366,233</b>	<b>\$27,899,284</b>	<b>\$32,604,936</b>	<b>\$32,185,499</b>	<b>\$32,185,499</b>
<b><u>EXPENDITURES - AU 281</u></b>					
<i>Materials and Services</i>					
5450 <i>Interest</i>	\$3,272,312	\$4,082,646	\$4,474,877	\$4,009,011	\$4,009,011
<i>Other</i>					
5781 <i>Bonded Debt Retirement</i>	22,670,000	2,285,000	8,290,000	3,505,000	3,505,000
5785 <i>Non-Bonded Debt</i>	0	0	0	4,900,000	4,900,000
	22,670,000	2,285,000	8,290,000	8,405,000	8,405,000
<b><u>TOTAL APPROPRIATION</u></b>	<b>\$25,942,312</b>	<b>\$6,367,646</b>	<b>\$12,764,877</b>	<b>\$12,414,011</b>	<b>\$12,414,011</b>

This fund pays principal and interest on tax increment bonds issued to finance public improvements in the Downtown Waterfront Urban Renewal Area. Debt service is paid from taxes on the increase in assessed value of the district since its formation.



## **Construction Funds**

These funds account for major construction projects such as streets, water and sewer improvements, etc. Revenues are received when the City issues bonds and notes for capital projects.



**LOCAL IMPROVEMENT DISTRICT CONSTRUCTION FUND (502)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
Miscellaneous Revenues					
Interest on Investments	\$125,611	\$164,617	\$175,000	\$175,000	\$175,000
Warrant Sales	0	0	0	0	0
Bond Sales	3,026,125	3,118,365	10,844,097	19,629,140	19,629,140
Open Liens Receipts	1,797,032	3,062,716	4,858,207	8,112,955	8,112,955
Interest on Liens	93,313	48,662	336,634	593,617	593,617
Miscellaneous Revenues	27,999	16,384	233,066	373,857	373,857
Bond Anticipation Notes	1,800,000	8,899,470	22,615,000	19,281,000	19,281,000
<b>Total Revenue</b>	<b>6,870,080</b>	<b>15,310,214</b>	<b>39,062,004</b>	<b>48,165,569</b>	<b>48,165,569</b>
<i>Transfers from Other Funds – Cash</i>					
Transportation Construction					
Intersection Assistance	427,445	45,000	73,000	0	0
Prior Years Assistance	0	121,055	89,991	59,906	59,906
Sewer System Construction	0	137,447	223,865	210,824	210,824
	427,445	303,502	386,856	270,730	270,730
<i>Transfers from Other Funds – Svc. Reimb.</i>					
Housing & Community Dev	1,355,714	1,209,075	660,259	834,950	834,950
Sewer System	155,760	0	0	15,000	15,000
Transportation Construction	257,831	0	0	132,900	132,900
	1,769,305	1,209,075	660,259	982,850	982,850
<i>Beginning Fund Balance</i>	1,605,246	1,701,108	4,921,890	4,250,000	4,250,000
<b>TOTAL RESOURCES</b>	<b>\$10,672,076</b>	<b>\$18,523,899</b>	<b>\$45,031,009</b>	<b>\$53,669,149</b>	<b>\$53,669,149</b>
<b><u>REQUIREMENTS</u></b>					
Personal Services	0	0	0	0	0
External Materials & Services	488,207	440,301	2,619,114	1,897,347	1,897,347
Internal Materials & Services					
General	352,950	426,744	472,971	559,542	550,073
Sewer System Construction	207,438	172,200	3,694,952	3,295,269	3,295,269
Transportation Construction	526,323	638,530	371,032	857,909	857,909
Water Construction	0	0	1,129,000	44,000	44,000
Total	1,086,711	1,237,474	5,667,955	4,756,720	4,747,251
Capital Outlay	2,262,952	4,036,721	16,965,978	21,241,498	21,241,498
<b>Total Bureau Requirements</b>	<b>3,837,870</b>	<b>5,714,496</b>	<b>25,253,047</b>	<b>27,895,565</b>	<b>27,886,096</b>
<i>Fund Requirements</i>					
Debt Retirement (Notes)	4,964,293	8,535,177	13,500,000	20,500,000	20,500,000



# LOCAL IMPROVEMENT DISTRICT CONSTRUCTION FUND (502)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS (Cont'd)</u></b>					
Cash Transfers to Other Funds					
Improvement Bond Sinking	168,806	0	0	0	0
Gen.Fund-Debt Mgt.Overhead	0	34,952	29,434	0	0
General Fund - Overhead	0	0	0	32,009	32,009
General Operating Contingency	0	0	6,248,528	5,241,575	5,251,044
Unappropriated Ending Balance	1,701,107	4,239,274	0	0	0
<b><i>Total Fund Requirements</i></b>	<b>6,834,206</b>	<b>12,809,403</b>	<b>19,777,962</b>	<b>25,773,584</b>	<b>25,783,053</b>
<b>TOTAL REQUIREMENTS</b>	<b>\$10,672,076</b>	<b>\$18,523,899</b>	<b>\$45,031,009</b>	<b>\$53,669,149</b>	<b>\$53,669,149</b>

The LID Construction Fund accounts for local improvement activities of the Assessments and Liens Division of the City Auditor's Office. Major functions include project management, lien recording, construction and lien financing, billing and collection, and general administration. The fund supports traditional local sewer and street improvement programs, as well as new programs involving local water improvements and sidewalk repair services.

The budget anticipates a \$9 million increase in proceeds from bond sales and a \$4 million increase in open lien receipts. Similar increases are anticipated in capital improvements and note repayments. These increases are due in large part to a delay in the completion date for two large Mid-County sewer projects, early completion of a third sewer project, a new large street improvement project for the Convention Center area, and a major combined street- sewer-water improvement project for Columbia-South Shore.

The beginning fund balance is based on a revised schedule of FY 1989-90 LID projects. Program revenues, operating expenditures, financing requirements, interagency transactions and capital outlays are reworked based on the revised project schedule.

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

### APPROPRIATION SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>EXPENDITURES</u></b>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials and Services</i>	\$488,207	\$440,301	\$2,619,114	\$1,897,347	1,897,347
<i>Internal Materials and Services</i>	\$1,086,711	\$1,237,474	\$5,667,955	\$4,756,720	\$4,747,251
<i>Capital Outlay</i>	\$2,262,952	\$4,036,721	\$16,965,978	\$21,241,498	\$21,241,498
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
<b><i>TOTAL EXPENDITURES</i></b>	<b>\$3,837,871</b>	<b>\$5,714,496</b>	<b>\$25,253,047</b>	<b>\$27,895,565</b>	<b>\$27,886,096</b>
<i>Authorized Full-Time Positions</i>		0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
<i>Cost Recovery/Operating Fund</i>		\$4,505,421	\$24,592,788	\$26,912,615	\$26,903,146
<i>General Discretionary</i>		0	0	0	0
<b><i>Total Discretionary Resources</i></b>		<b>\$4,505,421</b>	<b>\$24,592,788</b>	<b>\$26,912,615</b>	<b>\$26,903,146</b>
<b><u>Non-Discretionary Resources</u></b>					
<i>Grants and Donations</i>		0	0	0	0
<i>Contracts</i>		0	0	0	0
<i>Interagency Services</i>		1,209,075	660,259	982,950	982,950
<b><i>TOTAL FUNDING</i></b>		<b>\$5,714,496</b>	<b>\$25,253,047</b>	<b>\$27,895,565</b>	<b>\$27,886,096</b>
<b><u>PROGRAMS</u></b>					
<i>Sewer Improvements</i>		\$4,770,461	\$21,426,797	\$19,499,195	\$19,489,726
<i>Petition Street Improvements</i>		614,280	1,287,880	6,035,990	6,035,990
<i>HCD Street Improvements</i>		279,218	1,219,182	1,080,492	1,080,492
<i>Water Improvements</i>		0	1,269,448	1,218,454	1,218,454
<i>Sidewalk Repair Services</i>		50,537	49,740	61,434	61,434
<b><i>TOTAL PROGRAMS</i></b>		<b>\$5,714,496</b>	<b>\$25,253,047</b>	<b>\$27,895,565</b>	<b>\$27,886,096</b>

### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The LID Construction Fund accounts for local improvement activities of the Assessments and Liens Division of the City Auditor's Office. Major functions include project management, lien recording, construction and lien financing, billing and collection, and general administration. The fund supports traditional local sewer and street improvement programs, as well as new programs involving local water improvements and sidewalk repair services.

The LID Construction Fund purchases administrative services to operate the LID process through an interagency agreement with the City Auditor's Office. All personal services and other direct administrative costs are budgeted in the Auditor's Office and charged back to the LID Construction Fund. Similarly, the LID Construction fund reimburses the Sewer Construction Fund, Transportation Construction Fund and Water Construction Fund for engineering design and inspections services associated with local improvement projects.

The FY 1990-91 budget request reflects increasing demands for assessment services due primarily to the Mid County Sewer Implementation Plan. The majority of current and future

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

*APPROPRIATION SUMMARY*

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local improvement activity will be related to the City's responsibility to extend sewer service to the urbanized portion of Mid County. The budget also anticipates new street, sewer and water improvements associated with urban renewal activities in the Columbia-South Shore, Convention Center and NW Triangle areas of the City.

### PERFORMANCE OBJECTIVES

The Local Improvement District Construction Fund's top priority projects and intended accomplishments during fiscal year 1990-91:

The Assessments and Liens Division administers local sewer, street and water improvement projects for the LID Construction Fund. In addition, the Division records and collects assessment liens for sidewalk repairs performed by the Maintenance Bureau. The overriding goal of the Division is to assist property owners to better understand and participate in the local improvement district process, and in so doing, to improve the City's ability to finance and collect special assessments that result from local improvements.

In addition to basic operational objectives (listed in the program pages), the Division plans to accomplish the following administrative and managerial goals:

- \* Improve project financing, accounting and financial planning activities by fully implementing improvements in the new Lien Accounting System and new IBIS general ledger accounting system.
- \* Monitor cost of service fees and charges to insure full recovery of all program costs. Phase in increased service fees and charges while phasing out the projected LID operating deficit.
- \* Complete assessments on the first three mandatory sewer projects authorized under the Mid-County Sewer Implementation Plan.
- \* Assist the Water Bureau to implement its first LID project.
- \* Continue to develop effective assessment collection procedures. Assist the Treasury Division to implement a new lien foreclosure process and the new
- \* Provide new recording, loan processing and collections services for the Mid-County Sewer Safety Net Program.

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>HCD STREET IMPROVEMENTS</u></b>				
<i>Total Expenditures</i>	\$279,218	\$1,219,182	\$1,080,492	\$1,080,492
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
LID Assessments Mailed	74	74	0	0
Final LID Assessments Mailed	312	312	226	226
Installment Contracts Processed	203	203	319	319
Delinquency Rate	7%	7%	7%	7%

The HCD Street Improvements Program includes all local street improvement projects, designed and managed by the Office of Transportation Services, and subsidized by the Community Development Block Grant program. These street improvements are undertaken in specially-designated HCD neighborhoods at the request of property owners.

The program objective is to finance the design, construction, administration and assessment of local street improvements, to assist engineers with the design of improvement districts, to insure that full public notification is made prior to final project assessment, and to assist property owners in paying or financing street assessments.

The HCD Street Improvements Program will continue to shrink in the next fiscal year as the Community Development Block Grant program is redirected away from local street improvements and to housing and neighborhood revitalization activities.

<b><u>WATER IMPROVEMENTS</u></b>				
<i>Total Expenditures</i>	\$0	\$1,269,448	\$1,218,454	\$1,218,454
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
<i>Performance/Workload Measures:</i>				
LID Assessment Estimates Mailed	0	80	80	80
Final LID Assessments Mailed	0	80	*	*
Installment Contracts Processed	0	52	*	*
Delinquency Rate	0	5%	*	*

The Water Improvements program includes all local water system improvement projects, designed and managed by the Water Bureau. These water system improvements are undertaken at the request of property owners.

The program objective is to finance the design, construction, administration and assessment of local water system improvements, to assist engineers with the design of improvement districts, to insure that full public notification is made prior to final project assessment, and to assist property owners in paying or financing special assessments.

The Water Improvements program continues activity begun in FY 1990-91 to construct a local water system improvement in the Columbia-South Shore area of the City. This major

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

**PROGRAM SUMMARY**

### WATER IMPROVEMENTS--Continued

improvement project is represents the first major cooperative local improvement project involving the Water Bureau, Bureau of Environmental Services and Office of Transportation Services. In addition, it is the first project where local water system improvements will be financed through the LID special assessment process.

In keeping with a general policy of improving customer service activities, property owners will be given three new payment options when electing to finance local sidewalk repair assessments. In addition to the traditional 20-year semi-annual payment option, property owners may choose 5, 10 or 20-year monthly payment plans. These expanded options were offered to the sewer improvements program in FY 1988-89 and have proven successful in improving assessment collection efforts.

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SIDEWALK REPAIR SERVICES</u></b>				
<i>Total Expenditures</i>	\$50,537	\$49,740	\$61,434	\$61,434
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
Performance/Workload Measures:				
Final LID Assessments Mailed		664	548	548
Installment Contracts Processed		432	356	356
Delinquency Rate		10%	10%	10%

The Sidewalk Repair Services program includes administrative costs of recording and financing sidewalk repairs performed by the Maintenance Bureau. The costs of these repairs are billed to property owners by the Office of Finance and Administration. Unpaid invoices are assessed by City Council and recorded by the City Auditor. The sidewalk assessments are eligible for long term financing through the Bancroft bonding program.

The program objective is to assist property owners in paying or financing sidewalk repair costs, and to return to the Maintenance Bureau revenues to support ongoing sidewalk repair activities. The Sidewalk Repair Services program was previously budgeted in the General Fund. In FY 1989-90 the program was moved to the LID Construction Fund to provide better integration with other Bancroft bond-related special assessment programs. Program activity levels are determined by local sidewalk repair efforts of the Maintenance Bureau and the extent to which property owners pay repair costs when initially billed by the Office of Finance and Administration.

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

### PROGRAM SUMMARY

<i>Program</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>SEWER IMPROVEMENTS</u></b>				
<i>Total Expenditures</i>	\$4,770,461	\$21,426,797	\$19,499,195	\$19,489,726
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
Performance/Workload Measures:				
LID Assessment Estimates Mailed	3,186	3,186	3,168	3,168
Final LID Assessments Mailed	3,700	3,700	2,958	2,958
SDC Assessments Processed	954	954	939	939
Installment Contracts Processed	3,359	3,359	2,071	2,071
Delinquency Rate	7%	7%	7%	7%

The Sewer Improvements program includes all local sewer improvement projects, designed and managed by the Bureau of Environmental Services. With the exception of one small voluntary sewer project, the entire program is characterized by very large mandatory sewers (+1,000 properties) being constructed under the Oregon Environmental Quality Commission mandate for Mid Multnomah County.

The program objective is to finance the design, construction, administration and assessment of local sewer improvements, and to assist property owners in paying or financing sewer assessments and sewer system development charges (SDCs).

The Sewer Improvement program has been expanded to include the costs of financing and recording activities associated with the Bancroft bonding program and Sewer Safety program. program costs are the direct result of a mandatory sewer construction schedule formally agreed to by the City and the Oregon Department of Environmental Quality. FY 1990-91 represents the second full fiscal year of construction activity under the state sewer mandate.

### **PETITION STREET IMPROVEMENTS**

<i>Total Expenditures</i>	\$614,280	\$1,287,880	\$6,035,990	\$6,035,990
<i>General Fund Discretionary Expenditures</i>	0	0	0	0
<i>Authorized Full-Time Positions</i>	0.00	0.00	0.00	0.00
Performance/Workload Measures:				
LID Assessments Mailed	0	0	127	127
Final LID Assessments Mailed	49	49	455	455
Installment Contracts Processed	32	32	319	319
Delinquency Rate	7%	7%	7%	7%

The Petition Street Improvements program includes all local street improvement projects, designed and managed by the Office of Transportation Services. These street improvements are undertaken at the request of property owners.

The program objective is to finance the design, construction, administration and assessment

## LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)

Local Improvement District Construction Fund (502)

Non-Departmental

*PROGRAM SUMMARY*

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### PETITION STREET IMPROVEMENTS--Continued

of local street improvements, to assist engineers with the design of improvement districts, to insure that full public notification is made prior to final project assessment, and to assist property owners in paying or financing street assessments.

The Petition Street Improvements Program will grow in the next fiscal year to include large projects that are associated with urban renewal activities in the Columbia-South Shore, Convention Center and NW Triangle areas of the City. In recent years, these large "economic development" projects have replaced more traditional neighborhood street improvement projects.

In keeping with a general policy of improving customer service activities, property owners will be given three new payment options when electing to finance local street assessments. In addition to the traditional 20-year semi-annual payment option, property owners may choose 5, 10 or 20-year monthly payment plans. These expanded options were offered to the sewer improvements program in FY 1988-89 and have proven successful in improving assessment collection efforts.

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# **LOCAL IMPROVEMENT DISTRICT CONSTRUCTION (742)**

Local Improvement District Construction Fund (502)

Non-Departmental

## **LINE ITEM APPROPRIATIONS**

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	\$30	\$3,068	\$0	\$0	\$0
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	0	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	37,446	40,953	103,000	192,900	192,900
5310 Office Supplies	301	0	0	0	0
5320 Operating Supplies	0	0	0	0	0
5330 Repair & Maintenance Supplies	0	0	0	0	0
5340 Minor Equipment	0	0	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	0	0	0	0
5410 Education	0	130	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	0	0	0	0
5450 Interest	449,678	395,373	2,516,114	1,704,447	1,704,447
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	752	777	0	0	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$488,207</b>	<b>\$440,301</b>	<b>\$2,619,114</b>	<b>\$1,897,347</b>	<b>\$1,897,347</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	0	0	0	0	0
5530 Facilities Services	0	0	0	0	0
5540 Communications	0	0	0	0	0
5550 Data Processing	0	0	0	0	0
5560 Insurance	0	0	0	0	0
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	1,086,712	1,237,474	5,667,955	4,756,720	4,747,251
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$1,086,712</b>	<b>\$1,237,474</b>	<b>\$5,667,955</b>	<b>\$4,756,720</b>	<b>\$4,747,251</b>
<b>Total Materials &amp; Services</b>	<b>\$1,574,919</b>	<b>\$1,677,775</b>	<b>\$8,287,069</b>	<b>\$6,654,067</b>	<b>\$6,644,598</b>
5610 Land	\$0	\$17,314	\$0	\$0	\$0
5620 Buildings	0	0	0	0	0
5630 Improvements	2,262,602	4,015,974	16,965,978	21,241,498	21,241,498
5640 Equipment	350	3,433	0	0	0
<b>Total Capital Outlay</b>	<b>\$2,262,952</b>	<b>\$4,036,721</b>	<b>\$16,965,978</b>	<b>\$21,241,498</b>	<b>\$21,241,498</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$3,837,871</b>	<b>\$5,714,496</b>	<b>\$25,253,047</b>	<b>\$27,895,565</b>	<b>\$27,886,096</b>



**PERFORMING ARTS CENTER CONSTRUCTION FUND (551)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Intergovernmental Revenue</i>					
<i>Local Cost Sharing</i>	\$0	\$870	\$0	\$0	0
<i>Miscellaneous Revenues</i>					
<i>Private Grants &amp; Donations</i>	994,225	26,364	400,000	0	0
<i>Interest on Investments</i>	35,965	33,343	0	0	0
<i>Sales of Real Property</i>	0	0	0	0	0
<i>Other Miscellaneous Revenue</i>	243,565	0	0	0	0
	1,273,755	59,707	400,000	0	0
<i>Total Revenue</i>	1,273,755	60,577	400,000	0	0
<i>Beginning Fund Balance</i>	(115,402)	488,133	400,000	100,000	100,000
<b>TOTAL RESOURCES</b>	<b>\$1,158,353</b>	<b>\$548,710</b>	<b>\$800,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b><u>REQUIREMENTS</u></b>					
<i>External Materials and Services</i>					
5210 Professional Services	\$236,263	\$6,671	\$0	\$0	\$0
5220 Utilities	232	0	0	0	0
5290 Miscellaneous Services	1,532	0	0	0	0
5310 Office Supplies	(180,016)	0	0	0	0
5320 Operating Supplies	173	0	0	0	0
5340 Minor Equipment	4,755	0	0	0	0
5440 External Rent	23,500	0	0	0	0
5490 Miscellaneous – METRO	0	0	0	100,000	100,000
	86,439	6,671	0	100,000	100,000
<i>Internal Materials and Services</i>					
5540 Communications Services	3,444	0	0	0	0
	3,444	0	0	0	0
<i>Capital Outlay</i>					
5610 Land	870	0	0	0	0
5620 Buildings	482,057	0	0	0	0
5630 Improvements	0	333,909	800,000	0	0
5640 Equipment	97,410	0	0	0	0
	580,337	333,909	800,000	0	0
<i>Total Bureau Requirements</i>	670,220	340,580	800,000	100,000	100,000
<i>Unappropriated Ending Balance</i>	488,133	208,130	0	0	0
<b>TOTAL REQUIREMENTS</b>	<b>\$1,158,353</b>	<b>\$548,710</b>	<b>\$800,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

**GENERAL DESCRIPTION**

On December 19, 1989, the City of Portland and the Metropolitan Service District (MSD) entered into an Intergovernmental Agreement No. 25921 (Ordinance No. 162604) transferring to MSD responsibility for the operations and management of the City's Exposition-Recreation (E/R) facilities which includes the Memorial Coliseum, Civic Stadium, and the Performing Arts Center in addition to the Performing Arts Construction Fund.

The fund balance projection for the Performing Arts Construction Fund is is \$100,000. On July 1, 1990, the City of Portland will provide the Metropolitan Service District with a check in the amount of \$73,000. The City of Portland will retain approximately \$27,000 until completion of the City's independent audit of the Exposition/Recreation Commission (ERC) during September, 1990.

The beginning balance in the Performing Arts Construct Fund will be deposited into a separate account maintained by METRO ERC. It will be used for capital appropriations to complete the Portland Center for the Performing Arts construction in a manner consistent with the original architecture and aesthetics of the Portland Center for the Performing Arts and with the pledges giving rise to the Fund.

A portion of the City's official independent audit for FY 1989-90 will cover all ERC operations for the entire period from July 1, 1989, through June 30, 1990. On completion and acceptance by the City of the portion of the official City independent audit covering ERC for FY 1989-90, an adjustment will be made in the amount transferred to MSD in order to bring the amount retained in the PCPA Construction Fund to zero. In the event of an excess transfer to MSD on July 1, 1990, MSD will refund the amount of the excess to the City or ERC, as appropriate. In the event of a deficient transfer to MSD, the City or ERC, as appropriate, will transfer the amount of the deficiency to MSD for use by Metro ERC.

Consistent with the Consolidation Agreement, this budget includes the necessary payment of a fund balance to the Metropolitan Service District. In future fiscal years, the related fund will be totally eliminated from the City's budget.

## SEWER SYSTEM CONSTRUCTION FUND (552)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b>RESOURCES</b>					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investments</i>	\$243,349	\$729,595	\$41,000	\$75,000	\$75,000
<i>Permit Fees</i>	140,166	83,321	105,000	110,000	110,000
<i>Other Miscellaneous</i>	13,518	0	0	0	0
<b>Total Revenue</b>	<b>397,033</b>	<b>812,916</b>	<b>146,000</b>	<b>185,000</b>	<b>185,000</b>
<i>Transfers from Other Funds – Cash</i>					
<i>Sewer System</i>	3,673,220	3,193,765	2,745,457	6,781,711	6,781,711
<i>Federal Grants</i>	8,631,762	7,557,182	4,381,835	16,738	16,738
<i>Sewer System Debt Proceeds</i>	324,775	8,253,607	18,180,000	27,483,510	27,483,510
	27,129,757	19,004,554	25,307,292	34,281,959	34,281,959
<i>Transfers from Other Funds – Svc. Reimb.</i>					
<i>LID Construction</i>	367,481	172,200	3,694,952	3,295,269	3,295,269
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	6,000,000	7,948,601
<i>Unencumbered</i>	775,078	3,197,656	42,000	1,177,474	1,177,474
<b>Total Beginning Fund Balance</b>	<b>775,078</b>	<b>3,197,656</b>	<b>42,000</b>	<b>7,177,474</b>	<b>9,126,075</b>
<b>TOTAL RESOURCES</b>	<b>\$28,669,349</b>	<b>\$23,187,326</b>	<b>\$29,190,244</b>	<b>\$44,939,702</b>	<b>\$46,888,303</b>

**REQUIREMENTS***Bureau Requirements*

<i>External Materials &amp; Services</i>	\$288,456	\$1,107,980	\$4,939,567	\$6,031,626	\$0
<i>Internal Materials &amp; Services</i>					
<i>Sewer System</i>	2,936,398	3,419,456	4,141,068	4,038,868	0
<i>Transportation</i>	755,135	626,323	740,140	716,394	0
<i>Transportation Construction</i>	71,314	12,070	0	0	0
	3,762,847	4,057,849	4,881,208	4,755,262	0
<i>Capital Outlay</i>	19,970,093	15,817,869	16,699,754	22,490,232	0
<b>Total Bureau Requirements</b>	<b>24,021,396</b>	<b>20,983,698</b>	<b>26,520,529</b>	<b>33,277,120</b>	<b>0</b>

## SEWER SYSTEM CONSTRUCTION FUND (552)

## FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>REQUIREMENTS – Continued</u></b>					
<i>Fund Requirements</i>					
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	398,457	258,959	88,809	85,922	85,922
<i>Sewer System</i>	1,051,840	1,201,481	1,785,512	1,808,697	35,179,417
<i>Sewer System – Encumb. Capita</i>	0	0	0	0	7,948,601
<i>Communications Services</i>	0	190,711	0	0	0
<i>Transportation</i>	0	0	187,007	93,600	0
<i>Public Arts Trust</i>	0	0	0	0	0
<i>LID Construction</i>	0	137,447	223,865	210,824	210,824
	1,450,297	1,788,598	2,285,193	2,199,043	43,424,764
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	384,522	3,463,539	3,463,539
<i>Encumbrance Carryover</i>	0	0	0	6,000,000	0
<i>Total Contingency</i>	0	0	384,522	9,463,539	3,463,539
<i>Unappropriated Ending Balance</i>	3,197,656	415,030	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b><u>\$28,669,349</u></b>	<b><u>\$23,187,326</u></b>	<b><u>\$29,190,244</u></b>	<b><u>\$44,939,702</u></b>	<b><u>\$46,888,303</u></b>

Beginning in 1990–91, actual capital improvement expenditures will be accounted for in the Sewer Operating Fund, with the Sewer Construction Fund transferring the cash funds needed. Due to this change in accounting procedures, an additional cash transfer is included in 1990–91 for capital projects encumbered in the Sewer Construction Fund in 1989–90, but budgeted to be completed in the Sewer Operating Fund in 1990–91.

# SEWER SYSTEM CONSTRUCTION (172)

Sewer System Construction Fund (552)

Public Works

## APPROPRIATION SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised Budget FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b><u>EXPENDITURES</u></b>					
Personal Services	\$0	\$0	\$0	\$0	\$0
External Materials and Services	288,456	1,107,980	4,939,567	6,031,626	0
Internal Materials and Services	3,762,847	4,057,849	4,881,208	4,755,262	0
Capital Outlay	19,970,093	15,817,869	16,699,754	22,490,232	0
Cash Transfers-Equipment	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$24,021,396</b>	<b>\$20,983,698</b>	<b>\$26,520,529</b>	<b>\$33,277,120</b>	<b>\$0</b>
<b><u>Authorized Full-Time Positions</u></b>					
Total	0	0	0	0	0
<b><u>FUNDING SOURCES</u></b>					
<b><u>Discretionary Resources</u></b>					
Cost Recovery/Operating Fund		\$13,254,316	\$18,443,742	\$29,965,113	\$0
General Discretionary		0	0	0	0
<b>Total Discretionary Resources</b>		<b>\$13,254,316</b>	<b>\$18,443,742</b>	<b>\$29,965,113</b>	<b>\$0</b>
<b><u>Non-Discretionary Resources</u></b>					
Grants and Donations		7,557,182	4,381,835	16,738	0
Contracts		0	0	0	0
Interagency Services		172,200	3,694,952	3,295,269	0
<b>TOTAL FUNDING</b>		<b>\$20,983,698</b>	<b>\$26,520,529</b>	<b>\$33,277,120</b>	<b>\$0</b>
<b><u>PROGRAMS</u></b>					
Sewer Construction		\$20,983,698	\$26,520,529	\$33,277,120	\$0
<b>TOTAL PROGRAMS</b>		<b>\$20,983,698</b>	<b>\$26,520,529</b>	<b>\$33,277,120</b>	<b>\$0</b>

### **GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR**

The Sewer Construction budget provides funding for design and construction of new sewage facilities or major repairs to existing facilities. Beginning in 1990-91 budget, all capital improvements will be budgeted in the Sewer Operating Fund, supported by cash transfers from the Sewer Construction Fund. The Sewer Construction will still account for all capital-related revenues. In 1990-91, the fund's primary resources are the transfer of current sewer revenues from the Sewer System Operating Fund (\$6,781,711), reimbursements from the LID Construction Fund for special assessment projects (\$3,295,269), and bond sale proceeds (\$27,483,510) which come in the form of a cash transfer from the Sewer Debt Proceeds Fund. In March 1990, the Bureau of Environmental Services sold nearly \$60 million of sewer revenue bonds to finance two year's worth of capital improvement projects. Federal grants will no longer be a major source of capital funding as in prior years, due to the discontinuance of most federal grant programs. For example, only \$16,738 will be received in 1990-91, compared to nearly \$20 million over the last three years combined.

The 1990-91 budget includes approximately 100 sewer system improvement projects, covering all aspects of the sewer system, with total expenditures of \$41,225,721. The same forces that drive the operating budget also call for significant capital investment: increasing federal and state regulation, particularly in the area of surface water quality; the need to increase maintenance and system reliability; and the State-mandated extension of sewer service into the mid-County area.

## **SEWER SYSTEM CONSTRUCTION (172)**

**Sewer System Construction Fund (552)**

**Public Works**

***APPROPRIATION SUMMARY***

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Capital improvement projects are organized into five project areas. These areas and the major projects (budgeted in the Sewer Operating Fund) are listed below.

Combined Sewer Relief and Reconstruction (\$7,009,913): Willamette CSO and Intercept Study (\$1,718,836), Maintenance Capital Projects (\$1,359,384), Columbia Slough Management Plan (\$700,000).

Interceptor/Pump Stations (\$2,966,137): Ankeny Pump Station Renovations (\$1,149,666), Sullivan Pump Station Renovation (\$986,000), and NW Royal Highlands Interceptor (\$800,969).

Sanitary Sewer System (\$6,032,163): Pump Station Improvements (\$2,610,973), and Construction Material Disposal Site (\$960,000).

Wastewater Treatment Facilities (\$16,831,646): Columbia Boulevard Sludge Lagoon Renovation (\$2,766,467), Columbia Boulevard Maintenance and Stores Facility (\$2,771,320), Columbia Boulevard TWAS Thickening (\$2,518,600), Columbia Boulevard Chlorination System (\$1,082,900), and Columbia Boulevard Compost Aeration System (\$875,020).

Storm Drainage System (\$5,090,593): Flow and Water Quality Monitoring (\$827,620), Stormwater Detention Facilities (\$761,829), Drainage Improvement Program (\$646,744), and Tualatin/Fanno Water Quality (\$624,957).

The Bureau will also perform the engineering and design work for 19 sewer LID (Local Improvement District) projects in the Mid-County area, with the \$3,295,269 of engineering costs reimbursed by the LID Construction Fund.

### **PERFORMANCE OBJECTIVES**

The Bureau of Environmental Services submitted no performance objectives for the Sewer System Construction Fund.

# SEWER SYSTEM CONSTRUCTION (172)

Sewer System Construction Fund (552)

Public Works

## LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
5110 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
5120 Part-Time Employees	0	0	0	0	0
5140 Overtime	0	0	0	0	0
5150 Premium Pay	0	0	0	0	0
5170 Benefits	0	0	0	0	0
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
5210 Professional Services	\$296,871	\$2,910,956	\$4,322,567	\$5,419,126	\$0
5220 Utilities	0	0	0	0	0
5230 Equipment Rental	0	0	0	0	0
5240 Repair & Maintenance	0	3,990	0	0	0
5280 Local Match Payment	0	0	0	0	0
5290 Miscellaneous Services	0	21,992	0	0	0
5310 Office Supplies	0	(1,839,813)	0	0	0
5320 Operating Supplies	0	2,076	0	0	0
5330 Repair & Maintenance Supplies	0	740	0	0	0
5340 Minor Equipment	529	964	0	0	0
5350 Clothing	0	0	0	0	0
5390 Other Commodities	0	220	0	0	0
5410 Education	0	0	0	0	0
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	0	0
5440 External Rent	0	3,054	0	0	0
5450 Interest	0	0	0	0	0
5460 Refunds	0	0	0	0	0
5470 Retirement	0	0	0	0	0
5490 Miscellaneous	(8,944)	3,801	617,000	612,500	0
<b>Subtotal External Materials &amp; Services</b>	<b>\$288,456</b>	<b>\$1,107,980</b>	<b>\$4,939,567</b>	<b>\$6,031,626</b>	<b>\$0</b>
5510 Fleet Services	\$0	\$0	\$0	\$0	\$0
5520 Printing/Distribution	0	0	0	0	0
5530 Facilities Services	0	0	0	0	0
5540 Communications	0	0	0	0	0
5550 Data Processing	0	0	0	0	0
5560 Insurance	0	0	0	0	0
5570 Equipment Lease	0	0	0	0	0
5580 Same Fund Services	0	0	0	0	0
5590 Other Fund Services	3,762,847	4,057,849	4,881,208	4,755,262	0
<b>Subtotal Internal Materials &amp; Services</b>	<b>\$3,762,847</b>	<b>\$4,057,849</b>	<b>\$4,881,208</b>	<b>\$4,755,262</b>	<b>\$0</b>
<b>Total Materials &amp; Services</b>	<b>\$4,051,303</b>	<b>\$5,165,829</b>	<b>\$9,820,775</b>	<b>\$10,786,888</b>	<b>\$0</b>
5610 Land	\$381,602	\$32,343	\$2,122,500	\$1,070,664	\$0
5620 Buildings	555	61,160	0	0	0
5630 Improvements	19,424,637	15,719,887	14,367,554	21,036,274	0
5640 Equipment	163,299	4,479	209,700	383,294	0
<b>Total Capital Outlay</b>	<b>\$19,970,093</b>	<b>\$15,817,869</b>	<b>\$16,699,754</b>	<b>\$22,490,232</b>	<b>\$0</b>
5730 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Appropriation</b>	<b>\$24,021,396</b>	<b>\$20,983,698</b>	<b>\$26,520,529</b>	<b>\$33,277,120</b>	<b>\$0</b>

# TRANSPORTATION CONSTRUCTION FUND (501)

# FUND SUMMARY

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Service Charges &amp; Fees</i>					
<i>Public Utility/Works Charges</i>	\$226,114	\$612,249	\$612,315	\$626,442	\$626,442
<i>Local Government Sources</i>					
<i>Multnomah Co. Cost Sharing</i>	23,932	491,785	931,663	351,910	351,910
<i>Local Cost Sharing</i>	444,699	754,394	718,038	243,423	243,423
	468,631	1,246,179	1,649,701	595,333	595,333
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	202,372	208,337	80,000	80,000	80,000
<i>Interest - Other</i>	0	49,260	0	50,000	50,000
<i>Other Miscellaneous Revenue</i>	48,721	147	900,000	900,000	900,000
<i>Private Grants &amp; Donations</i>	0	185,000	0	0	0
<i>Bond Sales</i>	0	0	0	1,305,308	1,305,308
	251,093	442,744	980,000	2,335,308	2,335,308
<b>Total Revenue</b>	<b>945,838</b>	<b>2,301,172</b>	<b>3,242,016</b>	<b>3,557,083</b>	<b>3,557,083</b>
<i>Transfers from Other Funds - Cash</i>					
<i>Transportation Operating</i>	3,113,699	2,588,930	2,566,018	5,479,327	5,479,327
<i>Federal Grants</i>	1,426,941	1,427,085	3,756,280	3,198,910	3,198,910
<i>HCD-Indirect</i>	89,720	38,801	39,242	38,720	38,720
<i>Street Lighting</i>	43,000	45,150	55,941	122,313	122,313
<i>State Tax Street</i>	1,138,125	1,370,298	1,892,091	2,368,131	2,368,131
	5,811,485	5,470,264	8,309,572	11,207,401	11,207,401
<i>Transfers from Other Funds - Svc. Reimb.</i>					
<i>General</i>	133,589	0	0	0	0
<i>Street Lighting</i>	412,741	2,331,694	2,424,956	3,167,995	3,167,995
<i>LID Construction</i>	366,281	593,822	371,032	857,909	857,909
<i>HCD Block Grant</i>	23,244	264,652	920	0	0
<i>Water</i>	5,800	0	0	0	0
<i>Sewer System Construction</i>	71,314	12,070	0	0	0
	1,012,969	3,202,238	2,796,908	4,025,904	4,025,904
<b>Beginning Fund Balance</b>	<b>1,512,711</b>	<b>2,270,011</b>	<b>2,578,150</b>	<b>1,231,296</b>	<b>1,231,296</b>
<b>TOTAL RESOURCES</b>	<b>\$9,283,003</b>	<b>\$13,243,685</b>	<b>\$16,926,646</b>	<b>\$20,021,684</b>	<b>\$20,021,684</b>



## TRANSPORTATION CONSTRUCTION FUND (501)

## FUND SUMMARY

	Actual FY 87-88	Actual FY 88-89	Revised FY 89-90	Proposed FY 90-91	Adopted FY 90-91
<b><u>REQUIREMENTS</u></b>					
<i>Expenditures</i>	\$3,354,990	(\$107,277)	\$0	\$0	\$0
<i>Transfers to Other Funds – Svc. Reimb.</i>					
<i>Transportation Operating</i>	2,928,468	0	0	0	0
<i>Transportation Construction</i>	0	0	0	0	0
	2,928,468	0	0	0	0
<i>Total Bureau Requirements</i>	6,283,458	(107,277)	0	0	0
<i>General Operating Contingency</i>	0	0	1,769,277	2,596,000	2,596,000
<i>Transfers to Other Funds – Cash</i>					
<i>General – Overhead</i>	231,009	243,815	0	0	0
<i>Public Arts Trust</i>	0	0	32,000	20,000	20,000
<i>Trans Operating – in Lieu</i>	0	0	45,953	583,872	583,872
<i>LID Construction</i>					
– <i>Intersection Assistance</i>	41,400	0	0	0	0
– <i>Prior Year</i>	307,125	166,055	89,991	59,906	59,906
<i>Transportation Operating</i>	0	10,813,677	14,989,425	16,761,906	16,761,906
	729,534	11,223,547	15,157,369	17,425,684	17,425,684
<i>Unappropriated Ending Balance</i>	2,270,011	2,127,415	0	0	0
<b><u>TOTAL REQUIREMENTS</u></b>	<b>\$9,283,003</b>	<b>\$13,243,685</b>	<b>\$16,926,646</b>	<b>\$20,021,684</b>	<b>\$20,021,684</b>

The funding level for the Transportation Construction Fund supports the capital improvement projects managed by the Bureaus within the Transportation Operating Fund. The capital improvement project appropriation and expenditures are reflected in the Bureaus of Traffic Management, Transportation Engineering, and the Office of the Transportation Director budgets and reimbursed through a cash transfer from the Transportation Construction Fund. The Budget for 1990-91 totals \$20,021,684 and supports a Capital Improvement Program of approximately \$16.7 million.

The Capital Improvement Program managed by the Bureau of Transportation Engineering totals \$8,753,582 for FY 1990-91 and leverages \$37.3 million from participating government jurisdictions and the private sector. Of the \$8.7 million CIP package, approximately \$5.9 million supports capital improvement projects on the freeway, regional highway and arterial/collector transportation systems within the City. The freeways and regional highways within the City are maintained by the Oregon Department of Transportation, therefore these projects are developed in cooperation with ODOT within the guidelines of the Metropolitan Service District's Regional Transportation Plan. In addition, these projects leverage a total of \$17.9 million in Federal, State and local revenues. Significant projects include N Marine Drive, NE Airport Way, and the Delta Park Interchange. As part of the transit and regional rail initiative, \$692,000 is identified for the Central City Trolley Plan. More specifically, \$242,000 is identified to assist in the acquisition of an additional vehicle for the Vintage Trolley system. The balance supports the creation of design and operating standards for the Central City Trolley System, and development of an implementation plan for trolley service between downtown and John's Landing as the first element of the Central City Trolley Plan.

Approximately \$1.1 million is included in the Capital Improvement Program for local improvements. These projects include the City's Local Improvement District and Housing and Community Development funded neighborhood street improvement programs, alternative transportation projects such as bicycle/pedestrian facilities, and improvements to the City's bridges, tunnels and retaining walls.

The remaining \$1.7 million of the Capital Improvement Program supports development initiatives to ensure that transportation improvements to commercial/industrial, subdivision, and minor permit streets that are made in conjunction with private property developments are designed and constructed to the maintenance and safety standards of the City. These projects total approximately \$730,000 and are primarily supported by permit engineering fees. In addition, \$984,000 is identified for project management of transportation improvements in the Oregon Convention Center/Lloyd District area. Of this amount, \$518,000 is supported by the Holladay/Martin Luther King Jr. Local Improvement District.

The Capital Improvement Program managed by the Office of the Transportation Director totals \$2,887,034. Of this amount, \$2,814,060 supports transit and regional rail initiatives which include: Regional Rail Program (\$750,000), Westside Light Rail Program (\$1,250,000), North Transit Mall Extension (\$465,000), North Corridor/Transit Corridor Development Corporation (\$221,382) and Portland Transfers and Mall Related Match (\$62,423). The balance of the capital improvement projects include the Sunset Highway, I-405 Reconnaissance and the Sellwood and Ross Island Bridge studies.

The Capital Improvement Program managed by the Bureau of Traffic Management totals \$5,114,012 for FY 1990-91. Approximately \$3.2 million of the request represents capital requirements for new street lighting installations, street lighting conversions and upgrades of existing street lighting on arterials and neighborhood streets. Major projects include \$1.0 million for street lighting activity in the Oregon Convention Center/Lloyd District and \$1.0 million for lighting of public access roads and pedestrian pathways within the City Parks system. Property tax revenue generated by the Street Lighting Levy approved by voters in March, 1989 support the associated street lighting project costs.

The remaining CIP projects emphasize parking management and traditional traffic management activities (signal improvements, turn lanes, etc.) and neighborhood streets (diverters and other elements to reduce through traffic). Neighborhood traffic management projects in Eastmoreland, NE 47th Avenue, NE 7th Avenue, Division Corridor, and North of Broadway/Sullivan Gulch are scheduled for planning, design and/or construction in 1990-91. Another project of significance is the parking meter upgrade which carries first-year costs of \$409,308 and will replace the existing mechanical meter mechanisms with electronic mechanisms. Total conversion would be phased incrementally over a three-year period at a total costs of approximately \$1.3 million. This project will be funded by the sale of revenue bonds, therefore the actual expenditures will occur over a 24-month period of time in accordance with bond covenants.

The primary resources that support the activity level within the Transportation Construction Fund include cash transfers from the State Tax Street and Transportation Operating funds (\$7.8 million), service reimbursements from the Street Lighting and LID Construction funds (\$4.0 million) and federal grants (\$3.2 million). In addition, the funding level includes revenue bond proceeds in the amount of \$1.3 million for the parking meter conversion project.

**WATER CONSTRUCTION FUND (554)**
**FUND SUMMARY**

	<i>Actual FY 87-88</i>	<i>Actual FY 88-89</i>	<i>Revised Budget FY 89-90</i>	<i>Proposed FY 90-91</i>	<i>Adopted FY 90-91</i>
<b><u>RESOURCES</u></b>					
<i>Revenue</i>					
<i>Public Utility Charges</i>					
<i>New Services</i>	705,362	889,460	0	0	0
<i>Main Extensions</i>	396,016	328,238	0	0	0
<i>System Development Charges</i>	183,858	193,190	180,000	180,000	180,000
	1,285,236	1,410,888	180,000	180,000	180,000
<i>Miscellaneous Revenues</i>					
<i>Sales of Real Property</i>	0	0	150,000	467,600	467,600
<i>Sales of Equipment</i>	0	0	0	0	0
<i>Interest on Investments</i>	277,779	225,534	150,000	409,143	409,143
<i>Bond Sale</i>	0	0	7,840,000	11,877,792	11,877,792
	277,779	225,534	8,140,000	12,754,535	12,754,535
<i>Total Revenue</i>	1,563,015	1,636,422	8,320,000	12,934,535	12,934,535
<i>Transfers from Other Funds – Cash</i>					
<i>General Fund</i>	0	0	0	123,785	123,785
<i>Water Fund</i>	5,036,626	5,275,956	9,551,414	8,830,036	8,830,036
<i>Federal &amp; State Grants</i>	104,469	78,719	0	0	0
<i>Water Bond Sinking</i>	1,000,000	1,096,000	0	0	0
	6,141,095	6,450,675	9,551,414	8,953,821	8,953,821
<i>Beginning Fund Balance</i>	4,819,835	2,261,862	145,944	2,263,565	2,263,565
<b>TOTAL RESOURCES</b>	<b>\$12,523,945</b>	<b>\$10,348,959</b>	<b>\$18,017,358</b>	<b>\$24,151,921</b>	<b>\$24,151,921</b>
<b><u>REQUIREMENTS – AU 177</u></b>					
<i>Transfers to Other Funds – Cash</i>					
<i>General Fund Overhead</i>	0	1,849	0	0	0
<i>Water</i>	10,262,083	6,240,570	11,761,399	15,762,207	15,762,207
<i>Water Bond Sinking</i>	0	0	320,000	524,384	524,384
	10,262,083	6,242,419	12,081,399	16,286,591	16,286,591
<i>General Operating Contingency</i>	0	0	1,812,210	2,740,174	2,740,174
<i>Unappropriated Ending Balance</i>	2,261,862	4,106,540	4,123,749	5,125,156	5,125,156
<b>TOTAL REQUIREMENTS</b>	<b>\$12,523,945</b>	<b>\$10,348,959</b>	<b>\$18,017,358</b>	<b>\$24,151,921</b>	<b>\$24,151,921</b>

The Water Construction Fund supports the capital improvement projects (CIP) which are appropriated within the Water Operating Fund. Once the actual CIP expenditures have occurred the Water Operating Fund is reimbursed through a cash transfer from the Construction Fund.

The Budget for 1990-91 totals \$24,151,921 and supports a Capital Improvement Program of \$11,711,400. The \$15,762,207 cash transfer to the Water Operating Fund includes approximately \$4.0 million for capitalized interest/overhead and meters, equipment and hydrant renewal costs. The Capital Improvement Program includes 40 projects which provides for capitalized maintenance and improvements/expansions to the water supply, distribution and water quality systems.

Distribution capital projects total \$6,697,400 and support improvements and maintenance to the mains carrying water from central storage facilities to services, storage tanks, pump stations, hydrants meters, valves and related facilities. Major improvement projects include the Petition Main program (\$810,000), Fire Main program (\$600,000) and the Water Control Center (\$800,400). In addition, six projects are proposed to meet water needs for annexed areas: Hayden Island Supply Improvement, Columbia South Shore, Pump Replacements at Springville, Burnside and Calvary, and Skyline/Greenleaf Main. These projects total \$1,126,000 and will bring the facilities up to current Water Bureau standards for new City customers. The remaining \$3.4 million supports on-going maintenance of the mains, pumps, reservoirs, tanks, and hydrants.

Capital projects affecting the Water Supply system which include dams, headworks, reservoirs, conduits, storage facilities, and transmission mains total \$2,444,000. Projects that fall into this category include Supply Cathodic Protection, Mt. Tabor and Washington Park Reservoir Maintenance, Conduit Maintenance at Ditch Camp, Dam 1 Needle Valves/Towers and Wellfield Maintenance.

Projects which address the requirements of the Water Quality system total \$2,570,000. Of this amount, \$1.2 million is identified for the Bull Run Ozone Treatment project and \$1.3 million for Lab Improvements to address federal and state regulations promulgated in response to the Safe Drinking Water Act.

The primary resources that support the proposed activity level within the Water Construction Fund include a \$8.8 million cash transfer from the Water Operating Fund and proceeds from a revenue bond sale totalling \$11.9 million. The \$7.8 million bond sale scheduled to take place in 1989-90 was delayed to match the schedule of debt-financeable projects in order to comply with the bond requirement which stipulates that bond proceeds must be spent within three years of receipt. Although, the 1990-91 bond sale reflects an increase of approximately \$4.0 million, the Bureau's Ten Year Financial Plan originally anticipated bonds sales of \$8.0 million in 1989-90 and \$14.0 million in 1991-92. The revised Financial Plan now provides for the \$11.9 million bond sale in 1990-91 and an \$8.0 - 9.0 million bond sale in 1992-93, which results in a net decrease of \$.9 million of total bond proceeds. In addition, the budget includes a projected beginning fund balance of \$2,263,565, which is approximately \$2.1 million more than 1989-90. The 1989-90 budgeted beginning fund balance assumes a much higher cash transfer to the Water Operating Fund than was required during 1988-89. The variance was attributable to the cash transfer to the Water Operating Fund being based upon actual cash outlay, which excluded the encumbrances associated with the capital projects. The encumbrance amount related to the Water Fund Capital Improvement Program totalled \$2,033,000 during 1988-89.

