

ADOPTED BUDGET

**CITY OF
PORTLAND**

FISCAL YEAR 1993-1994



**Adopted Budget
City of Portland, Oregon
Fiscal Year 1993 - 1994**



Adopted by the Budget Committee

*Mayor Vera Katz
Commissioner Earl Blumenauer
Commissioner Charlie Hales
Commissioner Gretchen Kafoury
Commissioner Mike Lindberg
Auditor Barbara Clark*

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Budget Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Portland for its annual budget for the fiscal year beginning July 1, 1992.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications medium.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

**PRESENTED TO
City of Portland,
Oregon**

**For the Fiscal Year Beginning
July 1, 1992**

John L. Esler *Jeffrey L. Esler*

President

Executive Director

How To Use The Budget

This Budget document is organized as follows:

- **Mayor's Budget Message** -- The Mayor's Budget Message highlights the major changes in city services, policies and requirements contained in the FY 1993-94 Budget.
- **Users' Guide** -- This section provides a brief overview of Portland's characteristics, organizational structure, strategic planning process, financial structure, the budget process, and a summary of financial and operating policies that guide the development of the City budget.
- **Budget Overview** -- The reader is provided a concise overview of the FY 1993-94 Budget, highlighting service changes, major initiatives and the financial forecast.
- **Budget Notes** -- This section lists issues or policy questions the Council wants to study further.
- **Financial Summaries** -- A series of financial summaries provides the reader with information on revenues, expenses and City positions currently funded for FY 1993-94 and prior years.
- **Budget Detail** -- These sections contain information required by Local Budget Law for each of the City's agencies and funds.

Summary of Bureau Expenses -- This summary provides FY 1993-94 as well as historical revenue and expenditure information for bureaus and their component programs. With each is a brief description of the services provided, changes in service level, and each Bureau's performance objectives and measures.

Line Item Detail -- Provides a detail of expenditures by line item.

Personnel -- Provides historical and current information on personal services expenditures and the number of positions. The historical data on number of positions is listed by job classification as they were included in the approved budget for that year.

Fund Pages -- Provides historical 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 service area. A brief description of each service area is found behind the tab, as well as in the User's Guide.

- **Appendices** -- The text of Council Resolutions, Guidelines and Policies guiding Budget decisions.

How To Use The Budget

QUESTIONS AND ANSWERS ABOUT USE OF THE BUDGET DOCUMENT

- Q.** Where should the reader go to find out about the overall budget?
- A.** In the sections labeled Users Guide, Overview and Financial Summaries.
- Q.** How should the reader find the budget for a particular bureau?
- A.** In the Budget Detail section, behind the appropriate service area tab.
- Q.** What if the reader wants to review the City's capital budget?
- A.** The Capital Budget is printed separately, along with the budget of the Portland Development Commission in Volume II of the document.

Mayor's Message

July 13, 1993

To The Citizens of Portland

I am pleased to present the FY 1993-94 City of Portland Approved Budget. It starts what is intended to be the ongoing effort of the Council to make government more efficient, more innovative, more cost effective, more productive and more responsive to the needs of all Portland's citizens.

Achieving this vision will require a multi-year effort on the part of the Council, the community and our government partners. That is why this document is being referred to as a "transition budget."

This budget was framed to meet the policy objectives set by the Council in its January goal setting session: A safe, peaceful community; economic vitality and security; community-oriented city government; a well-planned city with managed/balanced growth; affordable basic services; financial stability; quality urban life; decent, affordable housing; quality education; and families and children.

PUBLIC SAFETY

The entire Council is absolutely committed to achieving the goal of a safe, peaceful community.

To fulfill that commitment, this budget authorizes the hiring of the final 38 of the 200 additional officers recommended by the Institute for Law and Justice and the Public Safety 2000 Report and the creation of a Domestic Violence and Child Abuse Program that will respond swiftly to domestic battering and child abuse complaints.

The budget also directs the reallocation of Police Bureau resources into a strengthened Gang Enforcement Team, a targeted, community-based effort to crack down on drug and gang activity; firearms training to promote safety for both citizens and sworn officers; and creation of a fourth precinct to improve the focus and response times in the newly annexed East Portland area. Finally, the budget continues support for STOP, a drug offender diversion program administered by the court system.

Mayor's Message

ECONOMIC VITALITY AND SECURITY

Targeted revitalization of economically distressed neighborhoods can only succeed within the context of a much broader economic development, job creation, and job training strategy.

To assist in charting a new economic and workforce development strategy for Portland and to broaden the scope of advice the city gets on business issues, I, with the collaboration of Council members, intend to appoint a Mayor's Business Roundtable to be made up of key business leaders, representatives of economic development organizations and other private sector representatives.

To that end, this budget will fund: a comprehensive city-wide regulatory review; an analysis of Portland's fees, charges and tax environment compared with jurisdictions, locally, regionally and nationally; General Fund support of the business development and retention program previously financed by urban renewal tax increment funds; development of a single city-county business license system; and streamlining of the development review process in the Planning and Buildings Bureaus.

TOWARD ENTREPRENEURIAL GOVERNMENT

This city's government is a major enterprise.

Many among us still think of Portland as a small city. But it has grown into one of the 30 largest metropolitan areas in the country. This is the budget of a large, highly complex public corporation. As represented by this budget, the Council is determined to reinvigorate it with a renewed entrepreneurial spirit, and a greater sense of thrift and service.

Some initiatives included within the budget that move toward entrepreneurial government include: a \$50,000 City employee empowerment program aimed at encouraging innovative suggestions that save the city money and a \$250,000 Innovations Loan Fund for bureaus to use as seed money to reduce the costs of service; development of a comprehensive system of performance measures for city services; a span-of-control study to focus on reducing the ratio of managers to city employees; expanded use of zero-based budgeting; a loss control program to reduce worker compensation and liability claims by a minimum of 15 percent; examination of the potential for consolidating the Water Bureau and the Bureau of Environmental Services; and revamping the city's costly civil service personnel system.

Mayor's Message

STRONG AND HEALTHY NEIGHBORHOODS

No matter how effectively the Police Bureau does its job, it cannot remove the root causes of crime: unemployment, poverty, the lack of decent housing and the lack of a sense of empowerment within the community. This budget seeks to build new partnerships with the community.

The Walnut Park project in this budget is an example of that. A \$1.8 million General Fund contribution is earmarked for a model facility for community policing, a boys and girls club, a public plaza, and commercial space at the long-vacant Walnut Park Fred Meyer site on N.E. Martin Luther King, Jr. Boulevard.

The budget also includes a \$1.6 million interim loan for the completion of the Elderhope project in the South Park Blocks of downtown. This project will create 199 new units of housing for the City's lower income senior citizens. The loan will be repaid over an 18 month period with the proceeds reserved to offset future year expenditures in the event that annual urban renewal debt payments must be absorbed into the General Fund.

This budget squarely addresses a variety of neighborhood needs. It supports: the Dirty Dozen Program in which building inspectors will focus code enforcement efforts on substandard conditions in targeted areas to increase the supply of quality rental housing; a traffic management and enforcement plan that responds to what neighborhoods identify as their highest priority traffic problems; an internship program to provide training to residents of economically distressed areas; a new program to ensure that minority and female-owned businesses receive their fair share of the city's contracts; enhancement of employment programs for at-risk youth; community-based education programs aimed at reducing bias crimes. The budget continues support for the Outer Southeast District Plan and retains two Planner positions in support of neighborhood planning programs.

THE 1993-94 ADOPTED BUDGET SUMMARY

The Council has approved a budget for the coming fiscal year which totals \$890.4 million.

The recommended General Fund budget for FY 1993-94 totals \$232.7 million, with additional expenditures for public safety accounting for the largest part of the 6.0% increase over the current year's General Fund budget. The new budget includes money for serving those areas of the city we have recently annexed and significant reallocations to meet a unique set of fiscal challenges.

Mayor's Message

In crafting this budget, the Council felt it was necessary to ensure long-range financial stability. With this goal in mind the following requirements have been included within the budget: \$1.6 million to meet the city's service obligations in the recently annexed areas of the city; a \$1.4 million increase was required to continue the process of transitioning the city's street lighting program to General Fund support, a direct outcome of Ballot Measure 5; and an additional \$500,000 is reserved to offset potential future shortfalls in the city's retirement program for Police and Fire personnel bringing the total reserve level for this purpose to \$1 million.

The Council also committed to fully complying with the Americans with Disabilities Act directed toward making City facilities and programs more available to all residents. The budget includes \$500,000 in meeting this requirement. Council also established a policy of dedicating any additional beginning fund balance or other additional revenue to meeting City capital requirements. First priority for such additional resources will be given to meeting ADA requirements. This policy will be in effect throughout the fiscal year.

The budget also funds the following major initiatives: An additional \$327,074 is provided to continue business retention and recruitment programs at risk due to the loss of urban renewal revenues in order to continue economic vitality within our community; \$2.4 million is provided to support community policing, much of which is for the hiring of the additional 38 officers; and finally, \$1.8 million is proposed in direct General Fund support for the new Walnut Park Police Precinct, a facility that will not only improve services but also stimulate the economy of that area. This allocation will be matched with long-term financing to make this project a reality.

This budget reduces city utility rate increases. The Water Bureau's residential utility rate increase has been reduced from the requested 9.7% to 6.9% and the sewer rate increase requested by the Bureau of Environmental Services has been reduced from 14% to 13%. In addition, a Utility Review Team is being funded to provide closer scrutiny over the city's utility spending and rate increases.

Work will aggressively continue over the next year to identify additional efficiencies and to redirect the budget to the Council's and the community's service priorities.

The Council's objective in these recommendations is to maintain a stable financial environment for this city's future. Maintaining it is the indispensable prerequisite for achieving any of the broader goals we have set for ourselves.

Mayor's Message

CONCLUSION

Ultimately, I want to see emerge during my tenure as Mayor a reinvigorated government for Portland, one that is leaner, more decentralized, more flexible and less hindered by bureaucratic inertia and, most important, one that puts service to the citizen and taxpayer—the customer—first.

I want a city government that rewards rather than discourages creativity, encourages experimentation and risk taking and offers partnerships for change to those segments of our population that, too often in the past, have been neglected.

I want a city government that achieves public goals with private sector ingenuity.

Most of all, I want a city government that uses the hard-earned money taxpayers are asked to pay every year—not to stand in the way of good ideas—but to truly improve, in measurable ways, the lot of all those it serves.

As represented in this budget, the Council shares this commitment to change. This budget begins the work of achieving those goals.

Only when we have convinced taxpayers that we have made government as lean, efficient and productive as we can make it will we have honored the wishes of voters who approved Measure 5.

The message voters sent, I believe, was absolutely clear. Government must break out of its old routines and look at its job with fresh eyes just as most businesses have had to do in this rapidly changing global economy.

Thomas Jefferson said more than 200 years ago that government is best that governs least. In a more recent prescription, E. S. Savas of the City University of New York said somewhat the same thing less elegantly but no less accurately: "The job of government is to steer, not to row the boat." This budget gives new priority to efforts that reach for what government can do best—serving as catalyst, broker and facilitator.

With warm regards,



**Vera Katz, Mayor
City of Portland**

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A. PORTLAND: The City & Its Budget

Portland's annual budget document is a reflection of City policies, goals, and priorities. Seeing how revenues are collected and spent, readers of the budget are actually watching policy at work. The budget is the City's long range financial plan and an operations guide for the government and its activities. It is also a communications tool, informing residents of the short and long-term issues and challenges confronting the city. The budget document reflects the goals of citizens and leaders alike: to maintain and enhance the high quality of life enjoyed by Portland residents.

The budget process begins and ends with a policy orientation. The City's strategic plan, Portland Future Focus, provides an overall road map not just for the City but also for its neighbor governments. It helps insure that budgetary decisions are consistent with the Portland's future vision. At the outset of the budget process, the City Council convenes for purposes of reviewing overall goals and establishing priorities for the forthcoming budget process. Council then holds work sessions with the City's key bureaus for purposes of further discussing short and long-term issues that need to be addressed in the annual budget process. The City's major service areas also present five year financial plans to assist the Council in weighing short-term decisions against long-range requirements. The combination of these efforts to establish goals and priorities, to explore issues, and to contemplate long-range financial plans enables the Council to provide direction to the City's major bureaus prior to the submission of formal budget requests. This upfront planning ensures that the annual budget responds to council priorities not just for the next year but also in the long-term.

This section of the budget document provides the reader with general information on the City of Portland, its demographics as well as its management systems. The information will aid the reader in understanding the environment in which decisions are reached during the annual budget process. It will also assist the reader in examining other sections of this budget document.

1. City of Portland Characteristics

The City of Portland, with a population of 468,675 comprises an area of approximately 140 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.

User's Guide

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 Pacific Ocean beaches, located 100 miles to the west, and the forested Cascade Mountains to the east. Among those snow-capped peaks is 11,235-foot Mt. Hood, one of the world's most climbed mountains, and home of the world famous Timberline Lodge, only 60 miles from Portland. On a clear day, Mt. St. Helens, an active volcano is visible from the City.

Portland is the leading warehousing and distribution center for the Pacific Northwest, serving a market area of about seven million people. Portland's deep water location on the Columbia River 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 50 major steamship lines serving major world trade routes. The Port of Portland, a governmental unit responsible for the areas air and marine port facilities, offers outstanding opportunities for expanded export industries, investments, business and travel.

Portland's economy has slowly diversified over the past decades. Steady growth in non-traditional sectors, such as the manufacture of electrical equipment, instruments and related products has placed Portland in an economic structure that shows continued strength, typically exceeding national economic growth. Tektronix, Inc., Nike, Boeing, Kaiser Permanente and Fred Meyer, Inc. are just a few of the major employers in the Portland Metropolitan area.

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 26 blocks adjacent to the downtown business and commercial district. Additionally, there are four independent colleges, three community colleges, and three church affiliated schools in Portland.

The City's financial commitment to its downtown has resulted in one of America's most attractive urban cores. Development activity has balanced well with strong gains in housing, retail and office space. The City also has strong historic preservation and multifamily housing programs. This assistance in the preservation of downtown housing and historic structures has created a unique urban atmosphere. This blending of old and modern facilities enhances the livability of downtown.

Portland International Airport (PDX) is the fastest growing major airport on the West Coast. To ensure that PDX keeps pace with growth into the next century, more than \$100 million will be invested in improving and expanding airport facilities. Recently added were, a 10,000 square-foot international facility with improved Customs services, a Conference and Business Center, a regional hub terminal and expanded cargo facilities.

User's Guide

The Tri-County Metropolitan Transportation District (Tri-Met) provides bus service throughout the Metropolitan area. The nationally recognized "MAX", Tri-Met's light rail system running on a 15-mile line between downtown Portland and the City of Gresham (to the East) has been profitably operated since 1986. Ground has recently been broken to expand the light rail system to serve the western area of the metropolitan area.

Because Portland is Oregon's largest city and the center of business and transportation routes in the state, it also attracts many tourist and business visitors. A major symphony, the Rose Festival, art and historical museums, the Oregon Museum of Science and Industry, Western Forestry Center, Japanese Garden, International Rose Garden and the Washington Park Zoo are only a few of Portland's cultural and recreational attractions. The city also hosts the Portland Trail Blazers of the National Basketball Association, as well as professional baseball and hockey teams.

Further attributes that make Portland a popular, livable city are its clean water and air, cultural diversity, architectural beauty and the relative ease of getting around. The City of Portland is consistently rated as one of the best cities in the United States in which to live and do business. In 1990, Newsweek described Portland as "one of the ten hottest cities in the United States." Parenting Magazine rated the City as one of the top ten cities in which to raise children. Financial World has added its opinion by ranking Portland for the third consecutive year as the third best financially managed city in the United States. Another publication, City and State Magazine for two consecutive years has rated Portland amongst the top five cities nationally in the area of financial management. In 1991 the City won the Excellence in City Financial Management Award presented by the U.S. Conference of Mayors. For the past eleven year the City has received the Certificate of Achievement for Financial Reporting and for the past three years has received the Distinguished Budget Award from the Government Finance Officers Association.

2. Form of City Government

The City of Portland, incorporated in 1851, is a home rule charter city. The City Charter is the basic law under which the City operates and can be amended only by a vote of the people. In 1913, a modified commission form of government was created, rare in cities as large as Portland.

The Charter provides for five non-partisan Council members, called Commissioners, including the Mayor. They are elected at-large to four year terms. The positions are full-time and salaried. The City Auditor is also elected and required by Charter to be a Certified Public Accountant. The Auditor is not part of the Council and has no formal voting authority.

User's Guide

The Mayor and Commissioners act as legislators and administrators. Thus, Council members are responsible for enacting City laws, allowing laws to be enforced, and administering bureaus under their supervision. The current organization of City operations is shown below.

The Mayor is the formal representative of the City, responsible for assigning each of the four commissioners to one of five departments: Finance and Administration, Public Affairs, Public Safety, Public Utilities and Public Works. The Mayor also decides which agencies the commissioners will manage. These assignments can be changed at any time by the Mayor. Traditionally, the Mayor has been the Commissioner of Finance and Administration. Figure 1 depicts the City's current organizational chart.

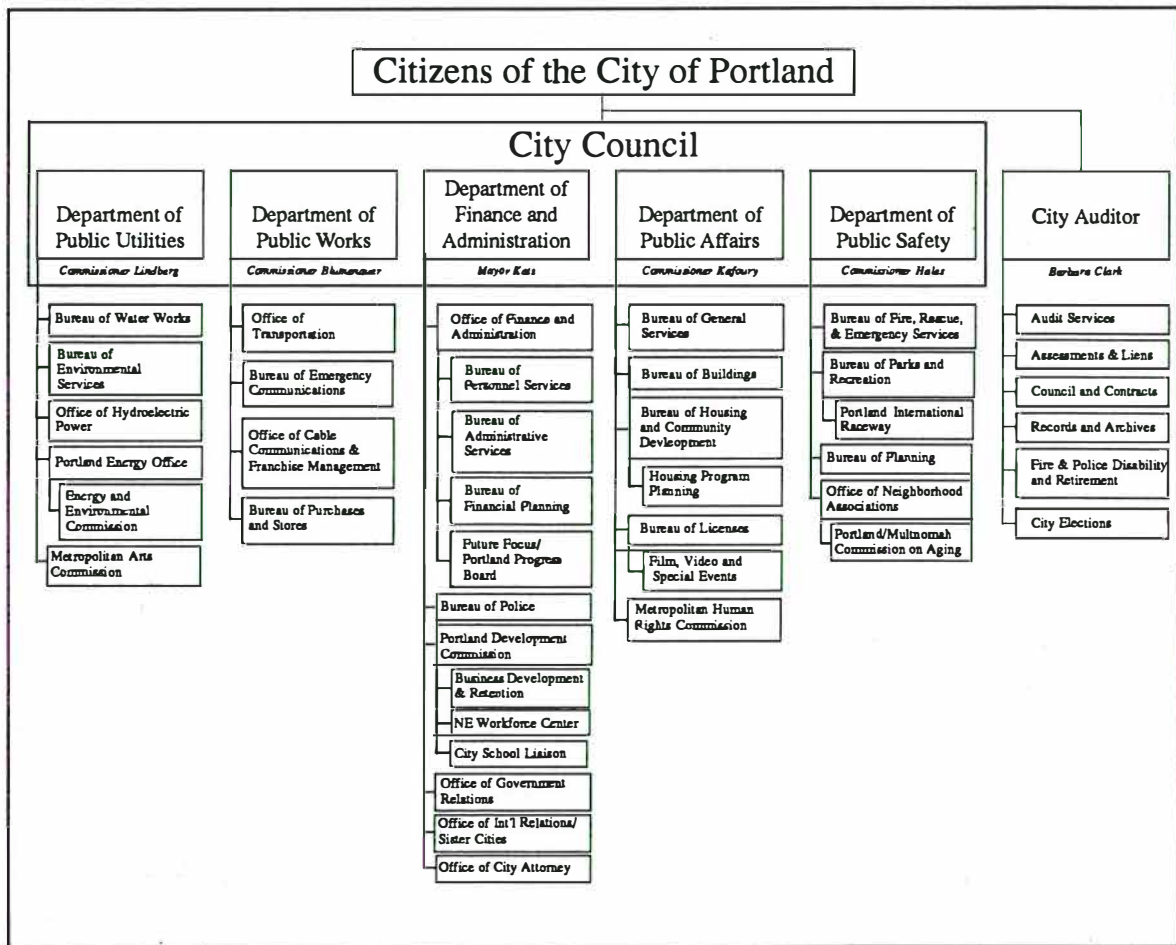


Figure 1/City's Organizational Chart

The Auditor receives and maintains all documents relating to the accounts and contracts of the City, including its debts, revenues and other financial affairs. The position is also responsible for conducting financial and performance audits of City bureaus and their functions. Finally, the Auditor's Office also serves as the Council Clerk, responsible for the processing and filing of all official Council actions.

The City operates under the provisions of the City Charter and City Code, which are consistent with the State Constitution and state law (the Oregon Revised Statutes). Ordinances are passed by a simple majority vote, three of the five Council members.

3. City Trends

Figure 2, provides information on some trends of importance to City residents and management of the City. A review of this information indicates the following trends:

- Rapid Growth.** Over the last ten years, primarily as a result of an aggressive annexation program, the City has experienced tremendous growth. The area served has increased by over 25% with residents served increasing by a similar amount, just over 28%.
- Improved Efficiency.** Although the overall number of employees has increased by nearly 19% over the last ten years, this growth rate has not kept pace with growth in the service area and population. When measured on a "per 1000" basis, positions have actually declined by nearly 7% over the last two years. In effect the organization has become more efficient as the City has experienced growth.
- Improved Financial Condition.** Fueled by a strong regional economy, an expanding service area, and improved property values, growth in the budget in constant dollars has been just over 39% during the last ten years. However, as a result of tax limitation measure passed by the voters in 1990, the per cent of the budget supported by property taxes has decreased by over 11%. Because no sales tax is assessed either at the state or local level, this trend means that the City is becoming more reliant on other revenue sources, such as fees for service, business income tax, utility franchise fees, and lodging taxes.

On the economic front, trends continue to be favorable. Over the last year per capita income has increased by 4% and unemployment has decreased by over 3%.

User's Guide

City of Portland – Trends				
	July 1992	July 1993 (est.)	Change	% Change
Per Capita Income	\$21,012	\$21,852	+\$840	+4.0%
Unemployment	6.0%	5.8%	-.002	-3.3
CPI (Jan 92-Jan 93)	4.1%	4.2%	+.002	+4.9%
Population	456,664	468,675	+12,011	+2.6%
Square Miles	138.4	140	+1.6	+1.2%
Assessed Value	\$20.8B	\$21.74B	+\$1.56B	+7.74%
Total Budget	\$865,198,609	\$890,383,506	+\$25,184,897	+2.9%

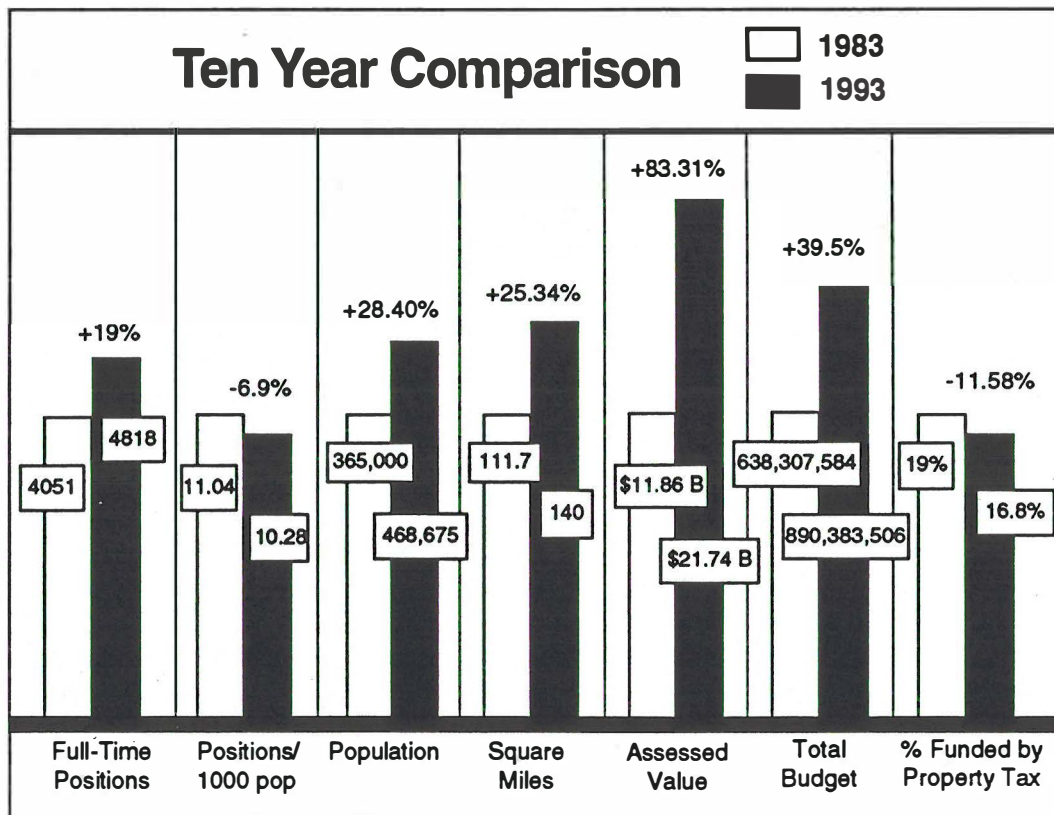


Figure 2/City of Portland Trends & Comparison

B. THE BUDGET PROCESS

1. Local Budget Law

Budgeting in Oregon is governed by Local Budget Law, Chapter 294 of the Oregon Revised Statutes. The law has two major objectives:

- To provide standard procedures for preparing, presenting, and administering local budgets; and
- To ensure citizen involvement in the preparation of the budget.

Budgeting in Oregon is an effort shared by citizens - who receive services funded through the budget - and elected or appointed officials responsible for providing those services. Citizens involved in the budget process see that the services they require and want are adequately funded. City officials ensure that the annual budget reflects public interest and is structurally correct.

The Tax Supervising and Conservation Commission (TSCC), a five member citizen board appointed by the Governor reviews budgets of all governmental jurisdictions in Multnomah County. The Commission, together with the State Department of Revenue, are responsible for ensuring compliance of budgets with local budget law.

2. Citizen Involvement Process

The TSCC, mentioned above, is only one group that monitors budget processes. The City has a nationally recognized commitment to active participation in its budgetary process. The City uses the following systems to insure this high level of citizen involvement:

- Neighborhood Needs Requests.** This is a process that is initiated in the Fall of each year, through which neighborhoods can submit requests for capital and service improvements to City bureaus. The requests are reviewed by bureaus for inclusion in budgets. The Office of Neighborhood Associations coordinates this system and is responsible for ensuring that bureaus respond to all submitted requests.

User's Guide

•**Budget Advisory Committees (BACs):** The committees are made up of citizens appointed by the Commissioner-In-Charge. These people monitor bureau budgets and operations identifying issues for Council consideration. They are the primary vehicle for active citizen participation. Initiated in 1974 with five BACs, today Portland is served by 25 BACs and a Budget Advisory Coordinating Committee (BACC). The BACC reviews and advises the Council on policy and budget matters and serves as the steering committee for the BAC process. Each of the committees is provided with time during the annual Council budget hearings to present their reports.

•**Direct Public Testimony.** In addition to participating in the budget advisory committees, Citizens have several opportunities to personally testify on bureau budget requests. Specifically, citizens have an opportunity to testify at:

-**Annual Budget Hearings.** Normally, the Council holds several days of hearings where the public can testify on any topic. This year, the Council opted to hold the hearings at various locations throughout the community and at times convenient to citizens. Three evening community budget meetings were held during which the Council received public testimony. An additional hearing was held at City Hall, on a Saturday. This revised process proved very successful and will be repeated in future years.

-**Tax Supervising and Conservation Commission Hearing.** The TSCC holds a public hearing on the City's budget. Public testimony is allowed during those hearings.

-**Adopted Budget Hearing.** Testimony is taken at the Council Session for the final approval (adoption) of the budget. This typically occurs in mid to late June.

Citizens are also free to contact any Commissioner's office directly to provide input in the budget.

3. The Budget Process Timeline and Format

The budget process begins in October and ends the following June when the Proposed Budget becomes the Adopted Budget. (see Figure 3 for a summary of the budget process). This year, with the election of a new Mayor and one new Commissioner, the budget was slightly altered. Primary changes included the following:

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•**Council Goal Setting.** The Council held a meeting in January to develop priorities and goals to guide not just the budget process but also future decisions.

•**Bureau Work Sessions.** As an outcome of the goal setting session, Council held all day work sessions with each of the City's major service areas. For example the Council deliberated for two days with Police Bureau management. These work sessions provided Council with an opportunity to discuss issues confronting bureaus and to provide direction in advance of the development of budget requests.

•**Proposed Budget.** In recent years an executive budget was not presented to the Council by the Mayor. Rather, after holding budget hearings, City Commissioners, sitting with the Mayor, made preliminary decisions which were then used to develop the proposed budget for public scrutiny and comment. For the FY 1993-94 process, the newly elected Mayor opted to submit for Council consideration and public review an Executive Budget. This document referred to as the "Mayor's Proposed Budget" was developed with the full collaboration of commissioners.

•**Expanded Public Involvement.** As mentioned above the Council held community based budget hearings. The city also continued the use of its Budget Advisory Committee system. In addition to these efforts, following the election, the Mayor convened a series of transition committees for purposes of reviewing all city service areas. The reports issued by these teams not only assisted the Mayor in developing the Proposed Budget but also in the development of management and operational plans.

•**Improved Format.** The entire format of the budget documents were changed to achieve two primary objectives. First and foremost, the Council desired to have a budget document that was easily understood by the public. Secondly, Council directed that the document place greater emphasis on performance measurement. With these directives in mind the City now produces the following three budget documents:

-**Budget in Brief.** A ten page document directed toward the General Public.

-**Budget Summary.** A document including an overall overview of the budget as well as for each major service area and bureau of the City. The document is designed to meet the needs of the Council and top level managers as well as those citizens desiring a greater level of detail than offered by the Budget-in-Brief.

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-Legal Budget. While still emphasizing its role as a communications and management document, the legal budget is designed to meet the legal requirements of Oregon State Budget Law. It is also designed to meet the operational requirements of the City in administering the budget.

Each of these documents has a greater reliance on charts and summary information in order to assist the reader.

MAJOR PHASES OF THE ANNUAL BUDGET PROCESS – FY 1993–94

PLANNING AND GUIDELINES	BUREAU REQUESTS & MAYOR'S PROPOSAL	COUNCIL REVIEW AND APPROVAL	FINAL REVIEW AND ADOPTION
October–January	February–March	April–May	May–June
<ul style="list-style-type: none"> • <i>Budget Manual distributed to bureaus, with budget guidelines and instructions for bureau budget requests.</i> • <i>Most bureaus are required to submit "target" budget at 85% of current service level with decision packages for requests above target.</i> • <i>Council reviews General Fund forecast and approves as the Financial Plan.</i> • <i>Bureaus prepare budget requests.</i> 	<ul style="list-style-type: none"> • <i>Bureaus submit budget requests. OF&A prepares written reviews, analyzes budget & performance trends.</i> • <i>Budget Advisory Committees study individual bureau budgets and prepare reports. Budget Advisory Coordinating Committee (BACC) studies and prepares report on citywide budget.</i> • <i>Mayor reviews budget submissions, meets with Commissioners, bureaus, OF&A, and BACC, then develops proposed budget.</i> • <i>OF&A prepares Proposed Budget document.</i> 	<ul style="list-style-type: none"> • <i>Council reviews bureau budgets and Mayor's proposal.</i> • <i>Council hears testimony from the public, bureau Budget Advisory Committees, OF&A, and BACC.</i> • <i>Council makes allocation and policy decisions necessary to balance the budget and update the five-year Financial Plan.</i> • <i>OF&A produces the Approved Budget document.</i> • <i>Council gives preliminary approval to budget.</i> 	<ul style="list-style-type: none"> • <i>Tax Supervising and Conservation Commission reviews the budget and holds public hearing.</i> • <i>Council considers updated estimates and makes final decisions for the budget.</i> • <i>Council adopts the budget.</i>

Figure 3/Budget Process

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The following is a brief overview of the key components of the budget process including the above changes:

October through January - The first step in the process is issuance of a budget preparation manual providing all bureaus with instructions for developing requests. While bureaus begin development of budget requests, the Bureau of Financial Planning in coordination with other City bureaus present five year financial plans for the major operating funds to the City Council. These plans provide Council with the opportunity early in the budget process to give direction on long-range budget issues. Summaries of these financial plans, including the General Fund Forecast, are included within the appendix of the budget document.

Council also convenes to hold an annual goal setting session. During that session the Council establishes priorities to guide the decision-making process for the forthcoming year including the budget process. The priorities for FY 1993-94 are discussed further in the following sections. Following the Council Goal Setting Session, work sessions are held with major City bureaus, such as Police, Fire, and Parks. These sessions allow an interchange of information between the Council and managers on future issues, challenges, and opportunities. This information aides the Council in reaching decisions during the budget process.

During this period of time, the Council also adopts guidelines and directives for Bureaus to follow in preparing budget requests. They also review and update policies that may effect budgetary decisions.

February through March - Bureaus submit budget requests to the Bureau of Financial Planning, that develops a formal written review. These reviews not only summarize the request, but identify issues for the Council and when appropriate make recommendations on appropriate actions. Meanwhile, citizen groups study the same bureau requests and independently issue reports for the Council.

Using these reports and through numerous meeting with council members, the Mayor drafts the Proposed Budget, the "first cut" on balancing resources against requirements. The Proposed Budget is presented for Council and public review.

April through May - The Council, sitting as a budget committee, reviews the proposed budget, hears testimony from the public and citizen groups, and makes decisions necessary to balance the budget. Using Council direction, the Approved Budget document is published by mid-May.

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May and June - Another citizens group (the Tax Supervising and Conservation Commission) reviews the Proposed Budget and holds public hearings. The Council makes final decisions and adopts the budget. The final budget document is usually printed and distributed in early July.

C. COUNCIL PRIORITIES

As stated above, a change in this year's budget process was the development of Council Goal and Priority statements. On January 4-6, 1993, the new City Council met to set goals for the next year and beyond. Listed below are the major goals for the next two years. Listed under each goal are specific outcomes that the Council wishes to accomplish. These goal statements were used by the Council in reaching decisions on the FY 1993-94 budget.

1. Safe, Peaceful Community

- Lower Crime Rate
- Participation in Community Safety Services
- Satisfaction with Safety Services
- Sense of Personal Safety
- Effective Approach for Youth at Risk
- Reduced Calls for Service
- Implement Community Oriented Policing
- Lower Auto Thefts

2. Economic Vitality and Security

- Increase Job Opportunities
- Create New Business
- Reduce Unemployment Rate
- Expand Small Businesses
- Greater Work Force Diversity
- Achieve Economic Standards for Region
- Increased Per Capita Income

3. Customer-Oriented City Government

- Efficient Services and Operations
- Consolidated Services - Reduced Duplication
- Citizen Involvement and Understanding
- Ability to Anticipate and to Respond to Change
- Greater Productivity - Reduced Cost of Services
- Increased Accountability
- Citizen Satisfaction with City Services
- Report Card for City
- Increased Confidence in City Government

4. Well-Planned City with Managed/Balanced Growth

- Link Neighborhood Plans
- Adequate Infrastructure to Support Growth
- Correct Deficiencies from Past
- Link to Other Governments and Bureaus
- Anticipate and Respond to Change
- Plans/Policies Guiding Decision-Making through Change

5. Affordable Basic Services Including Water, Wastewater Collection and Treatment, and Transportation

- Respond to Mandates
- Clean, Adequate Water Supply
- Water Conservation
- Increased Use of Public Transportation

6. Financial Stability of City

- Link to Schools, County, Regional, State
- Predictable/Stable Funding for Services
- Keep AAA Bond Rating
- Keep Reserves Funded
- Fund Basic City Services
- 5-Year Financial Plan
- Diversified Revenue Stream

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7. Quality Urban Life

- Vigorous Neighborhoods
- Downtown Vitality
- Expanded Parks and Green Space
- Respect Diversity
- Arts and Cultural Opportunities and Participation
- Increased Commitment to the Arts
- Increased Use of Public Transit
- Restore Park Infrastructure

8. Decent, Affordable Housing

- Reduced Number of Homeless
- Review Rental vs Owned Housing
- Reduce Substandard Housing
- Increase Number of Low Income Units

9. Quality Education

- Higher Graduation Rate and Post-Secondary Education Enrollment
- Lower Dropout Rate
- Increase Apprenticeship Opportunities

10. Families and Children

- Increase Day Care
- Increase Children in Head Start
- Increase Family Income Levels
- Assist Single Parent Households
- Meet Health Care Needs
- Reduce Number of Children in Poverty
- After School Care for All

D. BUDGET AND FINANCIAL POLICIES

In addition to Council Goals, the City has many policies that interact with and provide direction in making budgetary decisions. The recent approval of a Comprehensive Financial Policy demonstrates Council's commitment to establishing policies that insure long term stability for the delivery of City services.

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To develop and manage the budget, the City employs the following policies:

1. Financial Plan
2. Council Directives, Guidelines

Finance Policies:

3. Comprehensive Financial Policy
4. Debt Management
5. General Reserve
6. Compensation
7. Bureau Revenue
8. Investment
9. Interagency Policy
10. Local Improvement District Financing Policy

Service Policies

10. Community Policing
11. Light Rail
12. Water Plan
13. Environmental
14. Art 2000 Plan
15. Future Focus

Together, these policies form the foundation for the City's annual budget. What follows is a brief description of these policies and how they apply to the budget. Copies of the policies are included in the appendix. The following is a brief description of those policies.

1. Financial Plan

By Council direction, a long-range financial plan must be prepared at the outset of the budget process for all major service funds. Council convenes annually to review these plans which are submitted for not only the General Fund but also Transportation, Water, Sewer, Internal Support Services, and Buildings. These financial plans provide the Council with a long-range glimpse of the City's expected financial condition for service requirements. Based upon review of the plans Council issues directives, aimed at ensuring sound financial management and service priority achievements which provide guidance in the development of annual budget requests. A summary of each financial plan is included within the appendix of the budget.

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Because of its significance, the General Fund Financial Forecast receives extensive review from the City Council. The General Fund forecast defines the financial limits for the budget. It also:

- identifies the shortfall or excess money expected for the forthcoming fiscal year.
- identifies the necessary "set-asides" to cover fund-level needs for service, capital, and compensation increases.
- establishes funding targets for City bureaus.

Because of its significance, the General Fund Forecast is discussed in greater detail within the "Overview" section of this budget document.

2. Budget Guidelines and Council Directives

Shortly after issuance of the Financial Forecast each year, the Council approves Budget Guidelines. This document provides three different types of directives: process and format directives; guidelines for use in developing budgets; and Council service priorities. The combined intent of these three areas is to outline the rules for budget development to be followed by the bureaus. The following is a brief description of each of these categories:

a) Process and Format Directives

- provide guidance on developing budget requests by bureaus.
- outline the process for developing a balanced budget.

Examples of directives under this category include:

- establish funding targets to be used by bureaus as a starting point in developing budget requests.
- prepare reduction and add packages to give the Council a basis for decisions or plans on service levels.
- define the roles of various groups in the budget process including management, citizen budget advisor committees, and the Council.

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b) Budget Request Guidelines

- establish the rules to be followed by organizations in the preparation of budget requests, the "do's and don'ts" of budget preparation.

Examples:

- a requirement for bureaus to clearly identify the criteria, priorities, and guidelines used in developing budget requests.
- the definition of bureau specific and overhead revenues as non-discretionary and the requirement that all proposed new fees and charges be of an on-going rather than a one-time nature.
- the development of quantitative performance measures relevant to the overall evaluation of bureau performance.
- a requirement that was new to the FY 1993-94 process was that bureaus submit trend information in the areas of insurance claims and affirmative action.

c) Council Budget Policies

- the guidelines and principles by which the City Council will balance the budget. They also provide City management with priorities established in balancing the budget.

Examples:

- that "preservation of the City's infrastructure" and "proposals for service efficiencies" continue to be given priority in budget deliberations.
- that public safety programs, especially those directed toward implementation of community policing will be given priority in allocating available resources above current service levels.
- that a long-term funding alternative for the continuation of street lighting would be identified as part of the budget process.
- that programs which generate discretionary revenues in support of other City programs will be given priority in the budget.

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The above is a brief description of the directives approved by the Council to guide the preparation of budget requests and decisions relative to balancing the budget. A copy of the guidelines approved by the Council is included in the appendix.

FINANCE POLICIES

3. Comprehensive Financial Policy - Approved by Council in June of 1992, this policy represents the culmination of City efforts to establish broad guidelines for managing a diverse financial portfolio. The document and its subordinate policies provide guidance in the areas of financial planning, budgeting, accounting, auditing, as well as treasury and debt management.

4. Debt Management Policy - The Council first adopted a Debt Management Policy in 1984. The policy is directed toward maintaining the City's Aaa (triple A) 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 in the appendix, are used both in constructing the debt portions of the annual budget and in gauging debt-related decisions during the fiscal year.

5. General Reserve Policy - On May 3, 1990 the Council adopted Resolution 34722 which formally recognized City general reserve requirements and provided specific guidelines governing the withdrawal of funds. The policy requires the maintenance of a reserve, equivalent to 10% of General Fund resources. Each year, the Council will reaffirm this policy through the adoption of the General Fund Financial Forecast and the annual budget.

The Council has successfully developed a General Fund cash reserve which is estimated to total \$21 million by the end of FY 1992-93, equal to the required 10%. One half of this reserve is for major unanticipated emergencies or significant revenue fluctuations during the fiscal year. The second half is a countercyclical reserve, which can only be accessed when key economic indicators point to an upcoming recession, likely to affect City resources. The countercyclical reserve is intended to provide the City with a two year period to adjust to slow-downs resulting from economic recession.

6. Compensation Policy - Over the past four years, the Council has followed a practice of limiting total annual compensation (wages, salaries, and benefits) to the growth in the Portland Consumer Price Index (CPI). This practice has been used to better anticipate compensation increases and necessary set-asides. This policy also serves as the focus of negotiations with the City's labor organizations. All of the City's major labor contracts now include a cap on health benefit increases. Resolution 34924 enacting this policy is included within the appendix.

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7. Revenue Policy - Approved as part of the Comprehensive Financial Policy document, this policy outlines responsibilities for collecting and monitoring revenues. "Discretionary" resources was redefined. Guidelines were set up that make bureaus responsible for revenue collection. Direction has been provided for the allocation of surplus revenues. The policy, establishes guidelines for the completion of cost-of-service studies, monitoring revenues and related expenses, and enhancing revenues where appropriate and consistent with Council service priorities.

8. Investment Policy - For over a decade, the City has had a policy governing how cash from its various funds is invested. All estimates of fund-level interest earnings have been developed in compliance with that policy.

9. Interagency Policy - In existence for over four years, this policy provides guidelines for setting service rates between City agencies, establishing billing procedures and the resolution of disputes. Interagency services include printing, vehicle usage, communications, insurance, computer, and facility services. The policy has been applied in developing the FY 1992-93 budget.

10. Local Improvement District Financing Policy - Approved by the Council in May of 1991, this policy set up criteria and guidelines for starting and administering local improvement districts. These districts provide low interest financing to property owners for capital improvements. The City sells bonded debt to cover the cost of capital improvements. Property owners are annually assessed an amount to retire the debt. The policy is intended to help foster such financing while protecting the City's long-term financial health, by ensuring adequate security for bondholders.

The above policies represent the continued efforts of the City Council to establish guidelines and systems directed at sustaining the City's financial health while providing quality services. The policies also demonstrate the Council's efforts to exercise more control over the City's budget and financial conditions. During the next year, these and other policies will be consolidated into a Comprehensive Financial Policy document.

SERVICE POLICIES:

The Council has also adopted numerous policies governing the provision of specific services by the City. Examples of such policies include the following:

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11. Community Policing - Resolution 34670, approved by Council on January 26, 1990, adopted a five-year plan for the Police Bureau transition to a "Community Policing" philosophy. Included are the goals and objectives of community policing. The plan called for the addition of 200 positions in order to implement community policing. With approval of the FY 1993-94 budget, the Council has achieved this goal. The budget includes an additional 58 police officer positions achieving the goal of 200 additional officers and insuring that the City meets increased service demands stemming from annexations.

12. Regional Light Rail - Resolution 34690, approved by Council on March 14, 1990, formalized the Council's commitment to development of a regional light rail plan. Specifically, the policy calls for the completion of plans for a "Westside" light rail corridor and a downtown vintage trolley system. These will have major effects on future transportation in the Portland Metropolitan Area. By the end of FY 1991-92 the City will have dedicated \$5.6 million to expansion of the light rail system. The regional share of the cost includes \$110 million in General Obligation bonds approved by voters on November 6, 1991.

In addition, Ordinance No. 164357, approved by the Council on June 26, 1991, authorized an intergovernmental agreement to provide the City's local match requirement of \$6.0 million to match federal funds for financing the project. Under the terms of the agreement, the City will pay Tri-Met, the regional transportation authority, the \$6.0 million in yearly increments of \$1.0 million between FY 1992-93 and FY 1997-98. The FY 1993-94 budget includes the second \$1 million installment of this match requirement.

13. Regional Water Plan - This new policy directs the Portland Water Bureau to lead regional planning efforts relative to future water supply requirements of the City. In February of 1992, the Water Bureau in coordination with other water providers in the metropolitan area, completed a series of studies which analyzed the potential demand for water in the region. The next step is the development of a comprehensive integrated water supply plan for the region. This plan provides guidance to the bureau in completing long-term capital and financial plans.

14. Environmental Services Policy - The FY 1993-94 Budget for the Bureau of Environmental Services reflects a number of policies:

- a) **Clean Water.** The budget ensures compliance with the 1987 amendments of the Clean Water Act, associated federal and state regulations, and the City's Clean River Program. Like other cities, Portland is facing regulatory requirements that call for increasing water quality protection through the control of pollution at its source. Substantial investments are needed in sewer collection and treatment systems. Investment of this nature will include programs to monitor and manage stormwater, combined sewer overflows (CSO), and industrial waste. It is estimated that compliance with just the CSO abatement mandate will cost between \$500 million to \$1 billion over the next 15 to 20 years.
- b) **Solid Waste.** The Council adopted Ordinance 162497 on September 26, 1990 which directed the Bureau of Environmental Services to establish garbage collection districts, expand neighborhood based recycling programs, and to assess a garbage collection franchise fee. The FY 1992-93 budget supports the continuation of this district system as well as a fully implemented recycling programs.
- c) **Mid-County Sewer Installation Financial Assistance.** To ease the financial burden on single-family property owners associated with sewer installation, the Council has authorized a financial assistance package that is expected to total \$75.4 million in today's dollars, which reduces the costs charged to adjacent single family property owners by an average of about one-third.
- d) **Environmental Commission.** Ordinance 164432 approved by the Council in July of 1991 established an Environmental Commission, the mission of which is to ensure that the impact of decisions on natural resources and environmental quality are given a high level of consideration in the City's various decision making processes. The Commission conducts studies of major environmental issues confronting the city including findings from public testimony, and as appropriate, issues findings and recommendations to the City Council.

15. Arts Plan 2000+. Presented to Council in July of 1991, this Plan culminated an eighteen-month planning process launched by the City of Portland, the Metropolitan Service District, other regional governments and private sector entities. The study reviewed the regional art industry and established goals and priorities for cultural development. The plan now serves as the City's cultural policy.

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16. Comprehensive Housing Affordability Strategy (CHAS). In November of 1991 the City of Portland, Multnomah County, and the City of Gresham jointly adopted a resolution adopting a county-wide Comprehensive Housing Affordability Strategy. The plan outlines a five year workplan on housing needs and strategies and sets goals for addressing those needs. Action plans will improve housing capacity, coordinate county-wide housing programs, stabilize funding for the homeless, and increase housing for low-income and special needs groups. Primary funding for these programs will come from the participant jurisdictions' Federal Housing and Community Development Block grant entitlement as well as an anticipated additional entitlement from the new HOME Investment partnership program. During FY 1993-94 it is the plan will be updated.

E. THE CITY'S FINANCIAL STRUCTURE

1. Portland's Fund Structure

Revenues to the City are designated and set aside in "Funds." The fund structure used by the City is detailed below. For revenue and spending detail for each fund, look under the "Operating Budget Detail," section of this document, or in Volume II. An explanation of each type of fund is provided in the section dedicated to that specific fund.

• Types of Funds

- **General Fund** -- The General Fund includes all activities of the City supported by property taxes and other "non-dedicated" revenues. These include license and permit fees and state-shared cigarette and liquor tax. Bureaus supported by the General Fund include the Bureaus of Fire, Police, Parks, Community Development, and others.
- **Other Operating Funds** -- These funds support agencies such as Emergency Communications, Transportation, and Buildings. Funds such as Water are commonly referred to as "Enterprise" funds because they are self-supporting. Others, such as Building and Transportation receive ongoing General Fund subsidies.
- **Revenue and Reserve Funds** -- Revenue funds receive money from specific sources which can be used only for specific purposes. The money must be transferred to an operating fund in order to be spent. Reserve funds hold resources for future use in countering recessionary trends and mitigating mid-year economic downturns.

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On May 3, 1990 the City Council adopted a General Reserve Fund Use Policy. Based upon a review of historical financial trends, the Policy formally recognizes the need for a 10% General Reserve level. The Policy also provides clear guidelines for the withdrawal of funds based upon economic indicators or an emergency of significant magnitude.

- **Bonded Debt Funds** -- These funds account for the payment of debt service on general obligation, revenue, assessment improvement, and urban renewal tax increment bonds. These funds are necessary to manage the City's diverse debt portfolio in a manner that insures compliance with security covenants as well as State and Federal regulations.
- **Construction Funds** -- These funds account for major construction projects such as streets, water and sewer improvements. Revenues are received when the City issues bonds and notes for capital projects. They are also received from rates and other recurring sources of income to the City.
- **Federal Funds** -- These funds account for grant revenues received from the federal government, such as Housing and Community Development Block Grant funds.
- **Retirement Funds** -- The City has only one retirement fund which supports 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 account for the sale of central services such as fleet and printing to other City and/or County agencies. These fund operate solely on revenues received from the agencies using their services.
- **City Agency and Trust Funds** -- The City occasionally creates accounts for specific purposes that receive revenues such as gifts or bequests to the City. A variety of these small accounts currently exists.
- **Portland Development Commission** -- The Portland Development Commission (PDC) is the City of Portland's urban renewal, economic development and housing rehabilitation agency. It is an autonomous organization that interacts with various City programs. Revenue for PDC is generated through tax increment financing. Details on PDC's budget are located in the Appendix.

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•How Funds Interact

City funds interact in a variety of ways. One fund may pay another fund for either goods or services, or to cover operating and capital expenses. Cash transfers also result from the exchange of resources between funds to cover operating and capital expenses. For example, the Adopted Budget includes a transfer from the Auto Port to the Transformation Fund to support an Abandoned Automobile Program. Transfers between funds result in the budgeting of the dollars in both participating funds.

2. Basis of Accounting and Accounting Structure

Governmental accounting, governed by state statute and Generally Accepted Accounting Principles (GAAP), differs substantially from private sector accounting. Private sector financial reports measure economic profits, whereas governmental accounting focuses on disclosing how public money is spent, thus controlling the amount spent for any given purpose.

Types of Accounting

Enterprise, internal service and selected other funds are maintained on an "accrual basis" -- recording revenues at the time they are earned.

The General, Transportation, Special Revenue, Debt Service, Capital, and trust funds are maintained on a "modified" accrual basis. That means revenues are recorded when measurable and available. Expenditures are recorded when the liability is incurred, with the following exceptions:

- Inter-fund transactions for services are recorded on a cash basis.
- Revenues for grants are recorded as earned
- Interest on general long-term debt and special assessment bonds are recorded when due.
- Earned, but unpaid, vacations are recorded as expenditures when taken by employees.

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Financial Reporting

The comprehensive annual financial report of the City presents a picture of the City's finances, including the results of City operations and the changes in the financial position of City funds. The report, required by state statute, is prepared in accordance with Generally Accepted Accounting Principals (GAAP). It reconciles differences between the "budgeting basis" - as presented in the annual Adopted Budget - and the modified accrual method used in the preparation of the Financial Report.

The City has received the Government Finance Officers (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the past nine years. The GFOA is a national organization composed of professionals in the field of public financial management. The group has established stringent criteria for the awards program in order to insure quality, full-disclosure accounting and reporting systems within the public sector.

Independent Audit Requirements

The annual Financial Report of the City is prepared in accordance with Oregon state law. It requires that an annual audit of the fiscal affairs of the City be performed by an independent auditor. Audits are performed in accordance with generally accepted auditing standards and the Minimum Standards for Audits of Oregon Municipal Corporations.

The City also has an independently elected Auditor responsible by Charter for conducting internal financial and performance audits for specific city services.

Basis of Budgeting

The City's budget is prepared in a manner consistent with its financial structure and as required by Oregon Revised Statutes. All funds are included within the budget along with the organizations and programs which they support. However, unlike the financial basis of reporting, the City's budget is prepared completely on a modified accrual basis. That means that the budget anticipates revenues based upon when they will be actually received and expenditures when they will actually occur. One exception exists to this general rule for the acknowledging of revenues. Property tax revenues are acknowledged within the budget for ninety days after the close of the fiscal year. Items which are not fully expended at year end must be re-budgeted in the following fiscal year.

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Budgetary Controls

The Council maintains oversight of the City's financial condition through a formal quarterly review of the budget. At the beginning of the fiscal year, bureaus identify their expected pattern of expenses and revenues, where applicable. The review also includes "performance level" projections for each City program. Comparisons between the projected and actual expenditures, as well as performances, are done quarterly by the Bureau of Financial Planning, then reported to Council.

Adjustments to bureau budgets must occur during one of the quarterly processes, or if legally necessary, according to State Budget Law, through a Supplemental Budget process, which typically occurs twice a year in the spring and fall. This requirement allows the Council to closely review the City-wide impact of budget adjustments on a quarterly basis. It also ensures that the Council's directives are being followed.

The City also has an automated system for monitoring the financial condition of its General Fund. A Financial Outlook report is issued at the end of each accounting period or thirteen times per year. The report provides Council, city managers, and others with information on the status of General Fund revenues and expenditures in comparison to the budget. The report also forecasts the year-end balance for the General fund.

Glossary of Terms

Appropriation	The legal authority to spend funds which have been designated for a specific purpose.
Account (Line Item)	A classification of appropriation by object of expenditure. (See Line Item)
Accrual Basis	Recording revenues at the time they are earned and expenditures at the time liabilities are incurred.
Appropriation Unit (AU)	The level of organizational unit at which City government legally budgets appropriations within a fund, usually a bureau or office.
Ballot Measure 5	1.5% Property Tax Measure passed by Oregon voters on November 6, 1990 limiting the consolidated tax rate for non-educational local governments to \$10 per \$1,000 assessed value effective July 1, 1991.
Beginning Fund Balance	The unexpended amount in a fund at fiscal year-end which is carried over into the next fiscal year.
Budget	A plan for the coordination of resources and expenditures. The budget is the financial plan for the City's allocation of resources to provide services, accomplish the City's objectives and perform activities.
Budget Calendar	The schedule of major events in the budget process.
Budget Committee	The City Council; sitting as a special committee to review the Mayor's Proposed Budget and to determine the approved budget.
Budget Message	Written explanation of the budget and the City's financial plan and priorities presented to the Budget Committee (City Council) by the Mayor. A requirement of Local Budget Law, ORS 294.
Budget Notes	A listing of policy issues that the Council has determined require further study or analysis.

Glossary of Terms

Budget Phases

The following are the major phases of the budget process:

- Requested The requested appropriation of a bureau as submitted to the Bureau of Financial Planning and the Council.

- Proposed The Mayor's recommended budget to the Budget Committee - (City Council)

- Approved The budget as approved by the Budget Committee and subsequently reviewed and certified by the Multnomah County Tax Supervising and Conservation Commission.

- Adopted The budget as passed by ordinance by Council upon certification by the Multnomah County Tax Supervising and conservation Commission.

Bureau Advisory Committee (BAC)

A committee specific to a particular bureau, consisting of citizens appointed by the Commissioner-in-Charge to advise the bureau on its budget requests and to make recommendations to Council.

Bureau Advisory Coordinating Committee (BACC)

Composed of representatives of each of the Bureau Advisory Committee Committees, this committee reviews and advises Council on policy and budget matters for the City as a whole. It additionally serves as a steering committee for the Bureau Advisory Committee process.

Bureau Goal

A statement of purpose or policy for a bureau which describes the services provided to meet an identified community need.

Glossary of Terms

Bureau of Financial Planning	The responsibility unit within the Office of Finance and Administration which plans and administers the budget process for the City. This includes the preparation of instructions, analysis of requests, preparation of the Mayor's Proposed Budget document, and the preparation of the Approved and Adopted Budget documents.
Capital Budget	The expenditures scheduled for the first year of the Capital Improvement Plan and included in the budget.
Capital Review Committee	A committee comprised of representatives from each bureau submitting a capital budget, and a member of the BACC. The committee makes recommendations on capital budget requests.
Capital Improvement	An expenditure which adds to the City's fixed assets, has a life expectancy of ten years or more, and requires expenditures of more than \$10,000 for personnel, materials and services and equipment, or major equipment with a purchase price of \$50,000 or greater.
Capital Improvement Plan (CIP)	A multi-year plan approved by the Council listing capital improvement projects, costs and a schedule for completion.
Capital Outlay	A major object category which includes expenditures for land purchase, buildings (purchase or construction), improvements other than building (purchase or construction), or equipment and furniture with a unit cost in excess of \$500
Compensation Plan	The document which lists all position classification in the City, their classification number and the rates of pay authorized. The document is updated quarterly by the Bureau of Personnel and adopted annually by the City Council.

Glossary of Terms

Contingency	An account established for the purpose of meeting unanticipated requirements. Formal Council action is required for transfers from Contingency.
Contract	An agreement whereby the City and an individual, legal or political entity, agree to do certain things. If the City is to provide a service(s) for reimbursement, the bureau to provide the service must indicate the appropriation necessary and identify the source and amount of funds to be received in its budget request. If the City is agreeing to purchase services or a capital asset, the bureau requesting their purchase must request appropriation for the contract and identify the source of funds (i.e., the operating fund, grant, etc.)
Current Service Level (CSL)	The cost of providing the same services in the upcoming fiscal year as the bureau provides in the current year.
Discretionary Resources	Those resources (such as property tax revenues) which may be allocated to various City services at the discretion of Council, as opposed to dedicated resources which legally may only support one service or activity (such as a categorical grant or contract).
Equipment	Types of machinery, vehicles, furniture, etc. with a unit cost in excess of \$500 and an expected life of one year or more.
Expenditure	The actual outlay of or obligation to pay cash.
Financial Forecast	Estimates resources available to the Council to be budgeted in the next fiscal year and forecasts the financial condition of the General Fund for a five-year period.
Financial Plan	Forecasted resources and requirements for a major operating fund for the next five years.

Glossary of Terms

Financial Planning Bureau	The organization responsible for development of the city's annual budget and long-range financial plan.
Fiscal Year (FY)	The twelve-month period beginning July 1 and ending June 30 for which the annual budget of the City is prepared and approved.
Full-Time Position (FTC)	A position which will work at least a minimum work week of 36 hours on an ongoing basis and is specifically authorized by number and classification in the annual budget. It only includes regular full-time positions (not limited-term positions)
Fund	<p>A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for the purpose of providing services and achieving objectives in accordance with state and local laws, regulation or other limitations. Each fund constitutes an independent budgetary, fiscal and accounting entity.</p> <p>The General Fund is the City's major operating fund and includes all services authorized by Council and the Charter not specifically provided for in other funds. Other funds are restricted to certain specific types of services or activities.</p> <p>All appropriation units are within one and only one fund, although a bureau may be responsible for more than one fund. Other types of funds are operating, debt service, revenue, construction, retirement, working capital, federal, and City agency and trust. The definition of purposes, services and other restriction of City funds are specified in the City Charter or City Code. Specific types of funds include the following:</p>

Glossary of Terms

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.
Portland Development Commission	The Portland Development Commission (PDC) is the City of Portland's urban renewal, economic development and housing rehabilitation agency.
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 the Parking Meter, State Tax Street, and State Revenue Sharing.

Glossary of Terms

	<p>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.</p>
Bonded Debt Funds	<p>These funds account for the payment of debt service on general obligation, revenue, assessment improvement, and urban renewal tax increment bonds.</p>
Construction Funds	<p>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.</p>
Federal Funds	<p>These funds account for grant revenues received from the Federal Government, such as Housing and Community development Block Grant funds.</p>
Retirement Funds	<p>These are funds for retirement of police and fire personnel. Revenues are received from a property tax levy authorized by Portland voters in 1940.</p>
Internal Service Funds	<p>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.</p>
City Agency and Trust Funds	<p>The City, from time to time, creates accounts from specific purposes which receive revenues such as gifts or bequests to the City. A variety of these small accounts currently exists.</p>
Government Finance Officers Association Distinguished Budget Presentation Award	<p>Highest form of recognition in governmental budgeting. It's attainment represents a significant accomplishment by the management and elected officials of recipients. Budgets are evaluated from effectiveness as a policy document, a financial plan, an operations guide, and a communication device.</p>

Glossary of Terms

Grants

"Grant" is a generic term which means financial assistance received from either State or Federal sources.

"Federal Financial Assistance" means assistance provided by a Federal agency in the form of grants, contracts, cooperative agreements, loans, loan guarantees, property, interest subsidies, insurance, or direct appropriation to individuals. It includes awards received directly from Federal agencies, or indirectly through other units of State and local governments.

Indirect Costs

The general central overhead costs (e.g., payroll, accounts payable, and City Attorney) necessary for the operation of a grant, but which cannot be directly attributable to a specific grant. These costs are computed using the consolidated City-wide Cost Allocation Plan. The bureau administering the grant does not budget these funds, as they do not have use or control of the funds. Indirect costs are, therefore, additional revenues to the operating fund to cover some of the costs of City-wide operation.

Integrated Business Information System (IBIS) System (IBIS)

The City's computerized general accounting, budgetary human resources, and purchasing system.

Interagency Service Agreement

An agreement for provision and receipt of services between City bureaus or funds. Their agreement establishes a mutually agreed upon budget amount for anticipated services to be provided and received.

Internal Service Fund Agencies

Bureau of General Services divisions of Fleet Services, Communications Services, Printing/Distribution Services, Facilities Services, the Portland Building and Justice Center. Also the Risk Management Division within the Bureau of Administrative Services which manages the Workers' Compensation and Insurance and Claims Funds.

Glossary of Terms

Limited-Term Position	A position, budgeted in line 512000, which has a specified ending date in the authorization.
Line Item (Account)	A classification of appropriation by object of expenditure. (See Account)
Local Budget Law	Oregon Revises Statutes, Chapter 294, prescribes budgeting practices for municipalities within Oregon.
Major Object Codes	Broad categories of expenditures such as personal services, external materials and services, internal materials and services, or capital outlay.
Match	The appropriation and expenditure of <u>City</u> resources as a necessary condition for award of a grant, budgeted in line item 528000.
Mission	A statement of an organization's overall purpose.
Modified Accrual Basis	Recording revenues when measure and available and expenditures being recorded when the liability is incurred.
Objective	A desired result of a group of related activities performed by a bureau in which the achievement satisfies part or all of a bureau goal.
Office of Finance and Administration	The appropriation unit composed of the Bureaus of Administrative Services and Financial Planning. OF&A is responsible for planning and administering the budget process for the City.
Overhead	An amount assessed, usually at the fund level, to support administrative and other services.

Glossary of Terms

Package

A group of expenditures which an appropriation unit requests for a specific service and related activities. The package request will provide justification and description of services to be provided, activities, personnel and dollar requirements (e.g. add and reduction packages).

Part-Time Position

A position which works less than a 36 hour work week and has no full-time position authority. A part-time position will fit into one of the following categories:

- a. Part-Time, Permanent Position -- A position budgeted for less than 36 hours per week for a total of more than 860 hours per year. The position is eligible for City-paid benefits at 50% of the normal amount paid to full-time City employees.
- b. Part-Time, Temporary Position -- A position budgeted for less than 36 hours per week for a total of less than 860 hours per year. The incumbent is not Civil Service-certified, and is not eligible for benefits.
- c. Part-Time, Seasonal -- A position necessary to meet seasonal peak workloads, emergency workloads of limited duration, necessary vacation relief and other situations involving fluctuating staff requirements; budgeted for a minimum of 36 hours per week, but less than 860 hours per year; the position is not eligible for benefits.

Glossary of Terms

Performance Measure	An indicator which measures the degree of accomplishment of an objective. The major types are:
- Effectiveness Measure	A qualitative and/or quantitative extent to which the performance of a series of related tasks achieve a desired <u>result</u> or <u>objective</u> ; the ratio of actual to planned accomplishment of a specific objective.
- Efficiency Measure	The extent to which the <u>process</u> utilized by an organization to produce goods and/or services minimizes the use of resources. The ratio of a unit of goods and/or services produced to the amount of resources required to product it.
- Workload Measure	A quantity of work performed.
Performance Objective	Goals to establish direction for bureau work plans. Performance objectives are intended to better communicate to the public and policymakers what is being accomplished with public dollars, providing accountability.
Portland Future Focus (Strategic Planning)	A community-based strategic planning process to develop a vision for Portland in the year 2000.
Program	A cluster of activities and projects which seek to accomplish a common specific objective. Within the budget, programs are typically considered to be a subdivision of an AU budget.
Provider Bureau	A bureau of the City which, through an interagency agreement, either provides specific services to or purchases equipment on behalf of another bureau of the City.

Glossary of Terms

Public Facilities Plan	<p>A support document or documents to the City of Portland's Comprehensive Plan and Capital Improvement Plan. In addition, the facilities plan describes "significant" projects which will support land uses in the City's Comprehensive Plan and other projects listed as short-term (5 years) and long-term (6-20 years) bureau needs. There are two classes of public facilities as follows:</p> <ul style="list-style-type: none">A. Significant facilities necessary to support land uses designated in the Comprehensive Plan; andB. All other facilities over \$10,000 projected value, including buildings, structures or equipment incidental to the direct operation of significant facilities listed in (A) above.
Quarterly Budget Review	<p>A report submitted by bureaus after the end of Accounting Periods 3, 6, 10, and 13. The report compares planned to actual appropriation unit expenditures, revenues, and performance measures.</p>
Receiver Bureau	<p>A bureau of the City receiving, through an interagency agreement, specific services or equipment from another bureau of the City. The receiver bureau pays the provider bureau for the service or equipment.</p>
Replacement Equipment	<p>Equipment purchased to be used in place of existing equipment.</p>
Reserves	<p>Resources set-aside for unanticipated, emergency expenses and downturns in the economy.</p>
Responsibility Unit (RU)	<p>Within IBIS, an organizational or cost accumulation unit below the appropriation unit level, usually a division of a large bureau.</p>
Revenue	<p>Money received by the City from external sources during the fiscal year.</p>

Glossary of Terms

Revised Budget	Adopted budget plus any adjustments made through accounting period 6, which annually ends in mid-December.
Special Appropriation	Appropriation units organized to make expenditures not included in a specific bureau.
Strategic Planning (Portland Future Focus)	A community-based strategic planning process to develop a vision for Portland in the year 2000.
Target	Share of General Fund discretionary resources based on the Financial Forecast. Target is based on adopted budget, adjusted for inflation and subtracting one-time requirements. For non-general fund bureaus, targets are designed to limit growth in operating bureaus to the rate of inflation.
Tax Supervising & Conservation Commission (TSCC)	The State-authorized body which reviews the City budget prior to legislative adoption in order to certify compliance with local budget law.

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Budget Overview

A. INTRODUCTION

If a major theme underlies the City's FY 1993-94 budget then it is one of "transition." First, the budget addresses the goals and priorities identified by the Council at the outset of the budget process. That Council includes two new members, a newly elected Mayor and one Commissioner. The priority statements articulated below build upon Council's continuing commitment to long-range planning providing direction at the outset of the budget process. With these statements has come a renewed commitment to quality customer service, rethinking how services are provided, accountability, and insuring efficient operations.

The budget not only begins the process of responding to priorities, but also sets in motion many service improvements in the form of budget notes. These are Council directives requesting bureaus to complete special projects, typically in advance of the next budget process. Examples include the creation of an innovations fund to promote new ways of doing business, development of a zero base budgeting system, completion of a span of control study, improved performance measurement including the development of service area benchmark and reviewing opportunities for privatizing services. All of these studies may have an impact upon future year budgets. These and other budget notes are discussed in detail throughout the budget document.

The budget also responds to the vision created by Future Focus, the City's strategic plan. This community strategic plan provides long-range action plans to promote acceptance of diversity; to respond to the significant growth anticipated in the region during the next decade and after; to continue efforts directed toward reducing crime, eliminate violence, and improve support to victims of crime; to promote economic growth; and to strengthen local community leadership. The budget advances efforts directed toward achieving this vision.

The budget is also one of transition because it reflects the third completed since passage of Ballot Measure 5, a property tax limitation approved by the voters in November of 1990. The measure created a maximum rate which can be assessed against property for local governments of \$10 per \$1000 assessed value. The City adjusted its budget to respond to a \$21.2 million loss for the first year of the budget. As a result of actions at that time the City today is once again experiencing stability in its budget. Nevertheless, the City continues to forego over \$8 million annually in revenues as a result of the Measure. It also continues to experience uncertainties associated with the Measures implementation. Most recently, the voters rejected a constitutional amendment which would have allowed local jurisdictions to vote on reinstating urban renewal debt outside

Budget Overview

the \$10 limit. As a result, the City will need to absorb over \$9 million in annual payments on existing urban renewal debt within its General Fund budget. A five year plan is presented within this budget for accomplishing that objective while minimizing the impact upon other service areas.

The budget initiates many changes both for FY 1993-94 and subsequent years. The following sections provide an overview of the City's long-range financial plan, past achievements, and key Council budget decisions. It also provides a summary of resources and requirements both at the total budget level and for the City's General Fund.

B. ECONOMIC OUTLOOK

The five-year financial plans prepared as the first step in the annual budget process assume the continued health of the regional economy which seems to have escaped the continuing national economic doldrums. The City's national economic consultant, the WEFA Group, continues to forecast a recovering national economy that will grow slowly over the next 12 to 18 months. Over the past five years, the Portland-Metropolitan regional economy has continued to expand largely avoiding the impacts of the national economic recession. The diverse regional economy avoids the problems associated with resource-based economies elsewhere in the State of Oregon while at the same time the absence of a significant military and defense industry presence avoids the economic perils of Federal cutbacks in these areas. As indicators of the strength in the local economy:

- Population Growth.** Regional population has shown steady growth during the last five years. Portland Metropolitan Statistical Area (PMSA) population increased by 153,200 to 1,308,700, an annual compound rate of 2.5%. Largely due to annexations the City of Portland population increased by 38,465 during this same period.

- Employment Growth.** Like population, employment also grew in the metropolitan area over the last five years. Total non-agricultural employment grew at a compounded average of 3.2%. The PMSA unemployment rate remained significantly lower than the State and National averages over the five year period, averaging about 4.9%. The fastest employment growth occurred in non-manufacturing sector.

It can be anticipated that this economic strength will continue over the next five years and longer. A substantial amount of investment is being made in the region, particularly in the area of public infrastructure, to accommodate the growth that has and will continue

Budget Overview

to occur. Regional infrastructure projects include construction of the light rail line, a \$700 million project; a \$100 million expansion of the airport terminal; \$1 billion in wastewater quality and capacity improvements; and industrial development of the "Airport Way" area of the city.

A new Oregon Museum of Science and Industry costing over \$30 million was recently opened and new government administrative facilities constructed for the Bonneville Power Administration; State of Oregon, and Metro, the areas regional government. PAMCORP a aircraft maintenance service is presently completing a \$50 million facility at Portland International Airport and GranPac Foods opened a \$14 million processing facility. The City also recently entered into a public-private partnership with the Portland Trail Blazers for the construction of an \$262 million arena. The Federal Government will begin construction on a new \$130 million Federal courthouse during 1994. All of these projects signal confidence in the local economy.

C. FINANCIAL UNCERTAINTIES

Measure 5, a property tax limitation approved by the Oregon voters, will result in a General Fund property tax revenue loss of about \$8.3 million for FY 1993-94. This budget is the third Measure 5 budget which continues to create budget uncertainties. For example, the Supreme Court ruled last year that property tax collections for tax increment debt falls under the \$10 local government limit. A constitutional amendment allowing the continued use of this urban renewal tool by placing tax increment assessments outside the \$10 limit was recently defeated by the Oregon Voters. The City as well as other Oregon jurisdictions are now pursuing other options for financing critically needed job and economic development programs. Other uncertainties include the possible loss of state shared wine and beer revenues, and cutbacks in funding provided for health, corrections and social services by the State Legislature as it seeks to close a substantial education funding gap created by Ballot Measure 5.

As long as economic growth remains positive, and the Oregon Legislature does not take action curtailing local revenue sources, the assumptions incorporated into the five year financial plan as described below should be accurate.

D. CITY LONG-RANGE FINANCIAL PLANNING PROCESS

As a first step of the budget process, each major service area of the city prepares long-range financial plans. These plans, which forecast revenues and requirements by fund over a minimum of five years assist in identifying long-term service and financial issues

Budget Overview

requiring attention during the budget process. Council reviews these plans during work sessions early in the budget preparation process. At that time bureau managers are given direction on identified issues which provide guidance in preparing budget requests. For the FY 1993-94 process in addition to the City's General Fund, financial plans were prepared for all of the City's other major funds, including Transportation, Environmental Services, Water, and Buildings. The outcomes of these plans are explained within the respective fund summaries. Because of its significance to the City's annual budget, the General Fund Financial Plan is described in detail below. The following is a brief summary of the financial plans for other major city funds:

•**Bureau of Environmental Services.** By the end of the five year forecast, Environmental Services, the City's sewerage and solid waste agency, will have completed facilities planning and begun construction work to eliminate combined sewer overflows (CSO's) at more than one quarter of the out-falls of the City. Work to remove pollution in the Columbia Slough will have been completed and nearly 21,000 mid-Multnomah County properties will have been connected to the sewer system. The capital improvement program necessary to secure these additional customer benefits will total an estimated \$519 million over the five-year period forcing annual rate increases to levels higher than inflation in spite of bureau efforts to reduce costs. For FY 1993-94 rates for residential users will increase 13%.

•**Water Bureau.** The bureau, which provides water service to more than one-quarter of Oregon's population, will continue to operate on a self-sustaining basis over the next five years in the face of many challenges. The "Summer of '92 Draught" has fueled the bureau's leadership role in exploring the region's concern for current and future water supply. The draught required the bureau to cover an estimated \$5.4 million in losses using a combination of surplus balance and expenditure reductions. In addition to recovering from this loss, the bureau's five year plan also addresses expanded conservation programs; development of a seasonal pricing structure to help mitigate water consumption in the summer months; completion of a regional water supply study; and implementation of a new customer billing system. In order to accomplish these tasks while maintaining the existing system, rate increases are expected to be slightly higher than inflation over the next five years, in the range of 5 to 9%. For FY 1993-94 Council authorized a 6% rate increase for residential water services, significantly less than the 9% initially requested by the bureau. The decrease was primarily accomplished by restructuring debt requirements and through continued bureau efforts to reduce costs.

Budget Overview

•Transportation. The five year plan for the City's transportation agency indicates a growing gap between revenues and expected costs in the range of \$16 to \$45 million. Contributing to the shortfall is a slowing in gas tax receipts due to lower projected consumption, a tax credit for gasohol granted by the State Legislature, and no further increases in rates. The plan identifies capital requirements that are twice the amount available for FY 1992-93. The five year plan acknowledges but does not incorporate a 4 cent per gallon gasoline tax increase per year for the next four years that is presently under consideration by the Oregon State Legislature. Approval of such a fee increase will significantly improve the five year outlook, but will not eliminate in total the projected shortfall. Other key assumptions underlying the plan include: General Fund support for the continuation of the Street Lighting program, a program previously supported by a now defunct special property tax levy; and payment of the second of six annual \$1 million local match payments for the construction of the West-side Lightrail.

These and the financial plan for the Building Operating Fund are included within the appendix to the budget. The following section provides a detailed overview of the City's Five Year Forecast and Budget Plan for the General Fund.

E. GENERAL FUND FINANCIAL FORECAST

The Bureau of Financial Planning regularly generates five year estimates of General Fund discretionary revenues and requirements for the Council. Discretionary resources exclude grants, contracts, service reimbursement, and other revenues that are dedicated for a specific purpose. The Council can allocate discretionary resources to any service area in accordance with its priorities.

The Council's financial planning process starts with the preparation of a five year revenue forecast that is reviewed by the City's "Economic Conditions Panel," composed of experts from the public and private sectors. The panel reviews the underlying assumptions that generate the 5-year revenue forecast.

The five year revenue estimate is used to develop the five year financial forecast, comparing estimated resources to the projected costs of maintaining current services. The initial financial forecast is published in December, formally reviewed by the Council, and updated in late March or April. The beginning balance estimate, a key revenue of the General Fund, is updated at the conclusion of each accounting period and communicated through publication of the Financial Outlook. These forecasts are used by the Council in formulating the Approved and Adopted Budgets.

Budget Overview

As indicated in Figure 1, the City's General Fund has enjoyed healthy revenue growth in spite of the property tax limitation measure approved by Oregon Voters in 1990. General Fund operating revenues increased at a compound annual rate of 5.5% while overall resources increased at a 6.8% rate. At the end of FY 1992-93, based upon Council policy, the General Reserve Fund had increased to a total of \$22 million. This reserve is comprised of a \$11 million emergency reserve fund and an \$11 million countercyclical reserve. The General Fund beginning balance has averaged about 4.7% of resources over the last five years, or about \$9.7 million per year. This relatively healthy growth reflects the continued strength of the local economy as well as continued growth as a result of the City' annexation program.

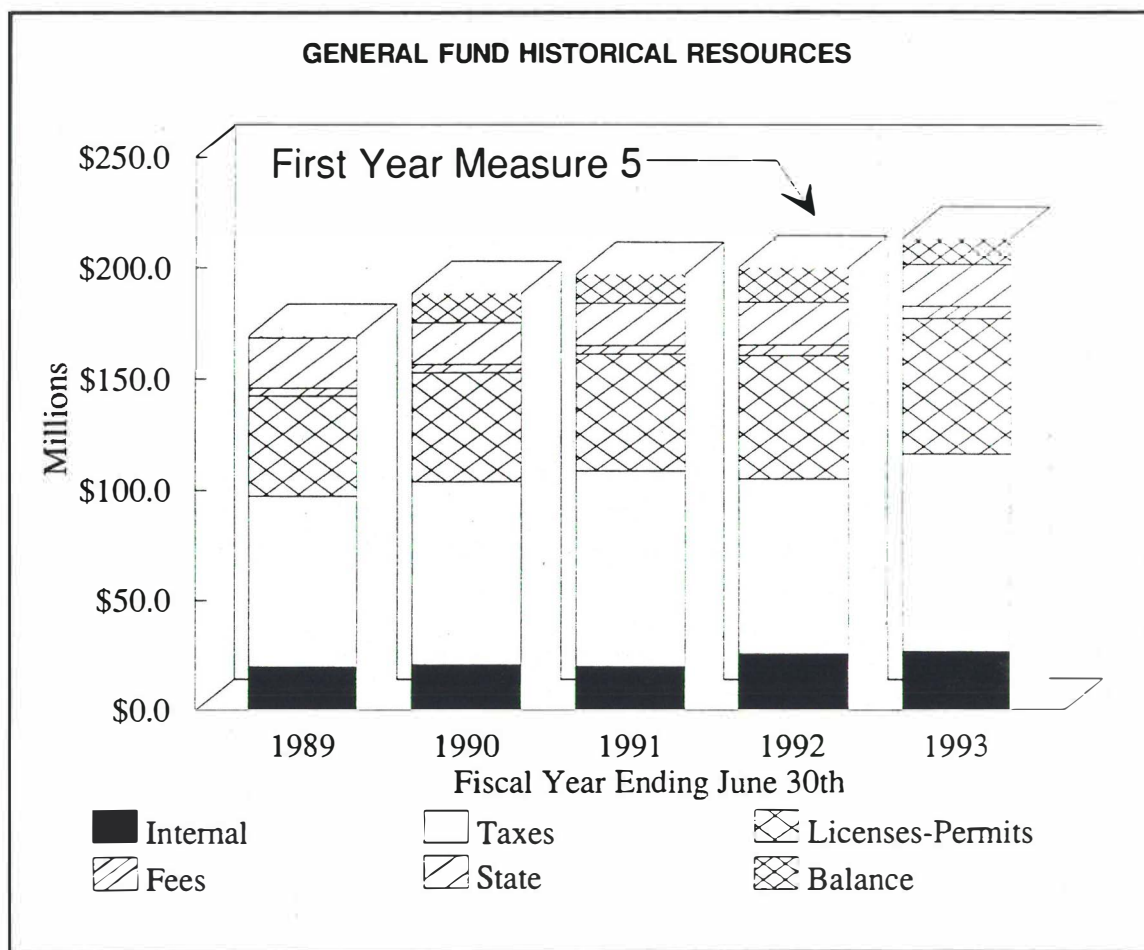


Figure 1/Revenue Growth

Budget Overview

The General Fund's financial forecast, upon which the Adopted Budget is based, identified revenues totalling \$175.3 million and a beginning fund balance of \$9.9 million (based on revenue & expenditure data through mid-April 1993). Total FY 1993-94 discretionary resources are projected at \$184.5 million. As stated above, the key economic outlook assumption that underpins the forecast calls for continued growth at the national, state, and regional levels.

Several other key assumptions were made during the course of developing the General Fund Financial forecast and they include:

- FY 1993-94 assessed value growth of 7.2% on Multnomah County assessed values prepared by Assessments and Taxation and 2% assessed value growth on centrally (State) assessed properties. This works out to 6.7% assessed value growth. The property tax revenue forecast assumes completion of \$221.3 million worth of annexed assessed values as of June 30, 1993.
- County serial levies (for Jails and Libraries) which are anticipated to total \$25.5 million for FY 1993-94.
- Continuation of State liquor and cigarette tax distributions to cities at present levels. The forecast assumes the loss of beer and wine tax distributions to Cities. Portland's loss is estimated at \$600,000 for FY 1993-94. At the time of budget adoption, the State Legislature was still in session and deliberating on changes to revenue sharing programs.
- Continued trend growth in business license, transient lodgings, and utility franchise fee revenues. Out-year utility license/franchise fee revenues assume a Bonneville Power Administration (BPA) wholesale power cost increase of about 11%. Water and sewer franchise fees are in the five year plan as shown in their respective five year financial plans.

The Five Year Forecast indicated that barring an economic slowdown or other actions affecting revenue growth, the city could sustain general fund operations at existing service levels over the next five years. However as indicated in the following section, the City Council found it necessary to develop a conservative five year budget plan to guard against major financial uncertainties.

Budget Overview

F. FIVE YEAR GENERAL FUND BUDGET PLAN

The Financial Forecast showed that for FY 1993-94 Council had about \$3.8 million available for programs above current requirements plus about \$4.4 million for one-time expenditures. The five-year financial plan approved by the Council, however, takes a different tack. In fashioning a 5-year budget plan Council decided to limit the increase in recurring program expense. This approach will give Council more flexibility in meeting future financial uncertainties which include:

- Covering debt service on the \$9.2 million in annual debt service payments on the nearly \$85 million in existing tax increment debt now that Oregon Voters defeated a proposal to exempt such debt from the Ballot Measure 5 imposed \$10 rate limitation.
- Possible legislative action that might result in the loss of part or all of the \$7 million in cigarette and liquor tax revenues shared by the State with the City

The Approved 5-Year Financial Plan, commits only \$1.49 million to program growth and allocates the remaining \$6.76 million to one-time expenditures. This allocation of resources between recurring and one-time provides Council with more financial flexibility in addressing these and other financial challenges in future years.

Although bureau requirements are \$1.49 million higher than the financial forecast cost estimate, they include:

- \$2.1 million for added Police
- \$472,000 for business retention and economic development
- \$1.5 million for extending services to new annexed areas
- \$500,000 for ADA projects

Room for these additional expenditures was secured largely within existing bureau budgets through efficiencies and cost reductions in other areas.

The 5-year financial plan acknowledges the potential problem associated with funding existing Urban Renewal debt service requirements. The 5-year plan assumes that the General Fund will pick-up annual urban renewal debt service requirements averaging about \$9.2 million beginning Fiscal 1995-96. Reserve draws of \$6.75 million (FY 1995-96) and \$2.7 million (FY 1996-97) will be used, consistent with adopted Council policy, to transition annual debt service requirements into the General Fund.

Budget Overview

Figure 2 shows the two years where it is estimated that requirements will exceed resources. The "gaps" will be closed with by tapping the Council's Emergency Reserve as described above. The two reserve draws will require use of about 3.2 percentage points of the 5% Emergency Reserve. The 5% Countercyclical Reserve remains intact throughout the 5-year period. Under this financial plan, the General Fund is balanced for FY 1994-95 and Council will be able to revisit and revise this plan during the budget process for the FY 1994-95 budget.

Council also decided that any additional FY 1993-94 revenues, due either to higher assessed value growth or a higher beginning balance will be put into a capital fund dedicated to infrastructure improvements. The fund's first priority will be ADA required improvements, a \$4.2 million requirement faced by the city over the next several years.

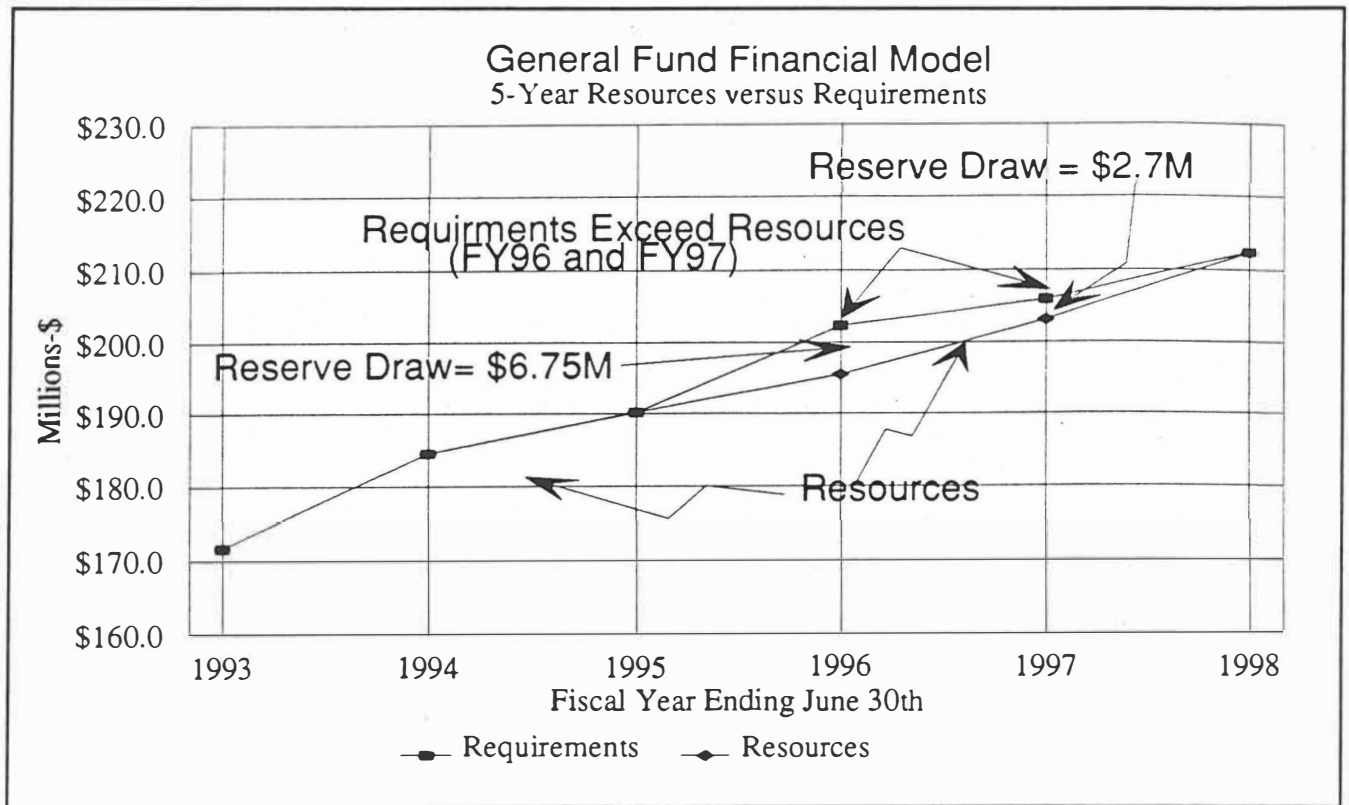


Figure 2/General Fund Five Year Budget Plan

Budget Overview

G. MAJOR CITY ACHIEVEMENTS

The FY 1993-94 Budget builds upon a strong record of prior year service improvements. Foremost amongst these achievements are the following:

Community Policing

- This budget completes the hiring of 200 additional officers initiated in 1990. An average of 2.04 officers per 1000 residents will be available next fiscal year compared to 1.96 officers per 1000 in the current fiscally year.
- The False Alarm Information Program has led to a 44% reduction in false alarm incidents since 1989 increasing available officer time by the equivalent of six positions.
- Due to innovations in officer scheduling and cooperative efforts with the court and District Attorney, court time has been reduced by 15%.
- Average response time to high priority calls is 15% quicker than in 1988.
- 81% of surveyed citizens felt safe in their neighborhoods, an increase from 77% a year ago.

Fire Service

- During 1991-92 emergency incidents responded to in less than four minutes was 70% for fires and 74% for medical.
- Since 1988-89 emergency fire and medical incidents have declined by 7.3% and 8% respectively.
- Code violations found increased by over 50% since 1988-89.
- Since 1991, 88% of citizens surveyed have consistently rated fire service as good or very good.

Budget Overview

Cultural Diversity

- Women and minorities now represent nearly 25% and 13% of the work force respectively.

Reduced Liability

- The number of fleet claims per 1000 miles driven have decreased by nearly 30% over the last three years.

Financial Management

- For the third consecutive year, the City was rated the third best financially managed city in the United States in 1992 by *Financial World* magazine.
- For two consecutive years, the City has been rated among the top five Cities nationally in financial management by *City and State* magazine.
- In 1991 the US Conference of Mayors awarded Portland first place in its national competition for Excellence in Financial Management.
- Portland has received the Government Finance Officer Association's Certificate of Achievement for Financial Reporting for the last 11 years and the Distinguished Budget Presentation Award for the past three fiscal years.
- Portland Maintains its Aaa bond rating, the highest designated by rating agencies resulting in lower capital improvement costs.

Parks and Cultural Services

- The Metro Arts Commission was just awarded a \$470,00 National Endowment for the Arts challenge grant which will leverage nearly \$1.5 million in private sector support for regional art programs.
- The Parks Bureau automated its recreation permit system, reducing reservation processing time by more than 50%.
- The Parks Bureau annually receives \$750,000 in private sponsorships for park programs.

Budget Overview

- Nearly 4000 volunteers contribute 180,000 hours of service annually for parks programs, valued at \$1.5 million.
- The City and County have consolidated cable franchise management services.
- 77% of surveyed citizens rated parks quality good or very good compared to 72% a year ago.

Community Planning and Development

- The Albina Plan, including eleven individual neighborhood plans, was completed.
- Plans for Brentwood-Darlington, Brooklyn, Buckman and Cully neighborhoods were completed.
- Multnomah County local governments completed a Comprehensive Housing Affordability Strategy (CHAS).
- The number of derelict buildings was reduced from 1550 to 650 over the past three years.
- The Bureau of Buildings implemented a Residential Permit Night and combined inspection programs.
- The City Annexed 2,413 people during FY 1991-92 adding nearly \$65 million in assessed property value.

Water, Sewer, and Transportation Services

- The City continued funding for West-side Light Rail system.
- Transportation reduced the backlog of roads needing repaving by 84 miles during the last six years in spite of an annual average increase in requirements of 100 miles.
- Citizens reported greater satisfaction with transportation services in 1992 compared to a year earlier.
- Recycling of asphalt resulting in a \$1.2 million reduction in dumping fees.

Budget Overview

- Major road improvements in Columbia South Shore and Marine Drive were completed.
- The City initiated a Residential Recycling Program that had 71% of households recycling at the end of FY 1991-92 compared to 25% three years ago.
- Staffing in the Water Bureau over the last 20 years has increased only 3% while the service area has grown by one-third and the number of retail customers increased by 16,500.
- The City is providing leadership in the development of a regional water supply study.
- Environmental Services installed 61 miles of new sewer pipe primarily as a result of efforts to complete sewerage of the mid-county region.
- Environmental Services has significantly increased its monitoring and enforcement of industrial sewage discharges with a 54% increase in permits issued and a 500% increase in enforcement actions.

H. MAJOR BUDGET DECISIONS

Building upon this record of past service improvements, the Council embarked upon a process of molding a budget that addressed the goals and priorities established early in the budget process. Key decisions made in the budget relative to those goals included the following:

1. Goal: Safe, Peaceful Community

- Adds 38 sworn positions to continue the implementation of Community Policing, and reaches the Institute for Law and Justice goal of 200 new sworn positions. An additional 20 officers are included within the budget to provide services in the newly annexed areas of the City.
- Approves formation of a fourth Police Precinct to improve services in the recently annexed outer East Portland area.
- Allocates Police officers within the Family Services Division to begin a domestic violence reduction program.

Budget Overview

- Earmarks \$1.8 million for the new Walnut Park Police Precinct, which will also include a public plaza and commercial space.
- Provides for the complete consolidation of Fire, Emergency Medical and Police Dispatch at the new Emergency Communications Center.
- Directs that a review be completed of crime prevention programs funded by the Office of Neighborhood Association, including an assessment of current contracts with neighborhood coalitions, the establishment of performance standards, and consideration of consolidation of programs provided by the Portland Police Bureau.

2. Goal: Economic Vitality and Security

- Provision of \$472,000 in General Fund support for business retention and economic development programs that are no longer funded with tax increment funds.
- Support the completion of a citywide review of development regulations with the objective of eliminating unnecessary policies, code provisions, and administrative rules in order to streamline processes and decrease costs to businesses and the general public.
- Directs the Portland Development Commission, in coordination with the Bureau of Licenses, to present a proposal for a Business Assistance Team (BAT) to support economic and business development in the city.
- Supports development of a plan for future organizational form and operation of the Portland Development Commission in response to the loss of its primary source of revenue, tax increment financing.

3. Goal: Customer-Oriented City Government

- The City will fully comply with all ADA requirements in accordance with timeliness prescribed by the Federal Government. The budget provides funding for ADA improvements at a minimum of \$500,000 per year, with additional funding possible from increases in ending balance and higher revenues.
- Building upon past efforts, the budget directs the completion a citywide review and development of recommendations for improving performance measurement within the City.

Budget Overview

- Completion of a review of alternatives for improving citizen participation in the budget process.

- Develop a citywide program that encourages employee innovation and recognizes exceptional employee performance in meeting the needs of our citizens.

4. Goal: Well-Planned City with Managed/Balanced Growth

- Continued support for the completion of the Outer Southeast Plan to guide housing, community and economic development.

- \$1.5 million provided for services to newly annexed areas including police services, fire services, park improvements, and neighborhood nuisance services.

5. Goal: Affordable Basic Services Including Water, Wastewater Collection and Treatment, and Transportation

- Creation of a Utility Review Team to provide enhanced review of utility revenue and financial requirements.

- Budgeting of 124 transportation projects totalling \$24 million including North Transit Mall extension, North Marine Drive, and the Central City Street Car Program.

- Allocation of \$1 million of Transportation resources to meet the City's match requirement for the west-side light rail system.

- Residential water and sewer rates will increase by 6.9% and 13% respectively, lower than the amounts originally proposed in the budget process.

- Completion of Phase 2 of the multi-jurisdictional Regional Water Supply Study.

- Over \$72 million budgeted for sewer system capital improvements including \$32.9 million for the Mid-County sewer program, and \$19.9 million for the Combined Sewer Overflow program.

- The completion of an analysis of the opportunities for functional consolidation between the Bureaus of Water and Environmental Services with the objective of creating efficiencies and/or improving productivity.

Budget Overview

6. Goal: Financial Stability of City

- Budgeting of \$250,000 in an Innovation Loan Fund for use by bureaus to reduce the cost of service.
- Anticipates computer consolidation between the City, Police and County mainframe systems.
- Closure of the central municipal stores operation with decentralization of purchasing actions to bureaus, and transfer of payroll entry and direct vendor payments from central accounting to bureaus.
- Continued transition of the \$7 million Street Lighting system from special levy into the General Fund.
- Contains contingency plan for coverage of \$90 million of tax increment debt service. A constitutional amendment allowing local voters to place tax increment debt outside the Measure 5 limit was recently defeated.
- Provides for payment of debt service on Coliseum/Arena projects.
- A review of City organizational structure for purposes of developing standards for appropriate span-of-control levels.
- Implementation of a two year budget cycle commencing with the FY 1994-95 budget.
- Expanding the level of cost-benefit analysis used in establishing priorities for capital programs and infrastructure projects.
- Development of a comprehensive plan for financing future capital projects prior to the initiation of the FY 94-95 budget process.
- Continued efforts to decentralize central support services such as accounting, recruitment and selection, budgeting, purchasing, facility, fleet, communications, and printing services.

Budget Overview

7. Goal: Quality Urban Life

- Continuation of \$250,000 as a City Challenge Grant to regional governments and the private sector for Arts Plan 2000+. This complements a \$470,000 grant from the National Endowment for the Arts.
- Recreation fee increases generating \$570,000 for the continued provision of adult recreations services allowing limited General Fund discretionary resources to be directed toward services to populations at risk, such as the City's youth.
- The Bureau of Parks and Recreation has been awarded a \$2.6 million grant to make capital improvements on the Springwater Corridor.
- Identifying specific benchmark for achievement in cleaning up urban waterways and maintaining water quality goals.

8. Goal: Decent, Affordable Housing

- Implementation of the "Dirty Dozen Program", a concentrated inspection program to enforce housing codes for landlords with a history of violations.
- Use of \$1.6 million in General Fund dollars to provide interim construction financing for the ElderHope project, a 118 unit apartment building for low income and homeless seniors.
- Develop policy criteria for allocation of community services supported by the General Fund and the Housing and Community Development Block Grant program.

I. BUDGET SUMMARY

1. Total And Net Budgets

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 budget for FY 1993-94 totals \$1.24 billion representing a decrease of just over 4% from the prior year's adopted Budget.

Budget Overview

1993-94 ADOPTED BUDGET PRIOR YEAR COMPARISON	1992-93 Revised	1993-94 Adopted	Dollar Change	Percent Change
<u>ALL FUNDS</u>				
Total Budget	\$1,294,565,084	\$1,240,039,375	(\$54,525,709)	-4.2%
Less: Tax Anticipation Notes & Interfund Transfers	429,366,475	349,655,869	(79,710,606)	-18.6%
Net Budget	865,198,609	890,383,506	25,184,897	2.9%
<u>GENERAL FUND</u>				
Total Budget	\$227,581,953	\$242,696,491	\$15,114,538	6.6%
Less: Tax Anticipation Notes	7,954,850	10,000,000	2,045,150	25.7%
Net Budget	219,627,103	232,696,491	13,069,388	6.0%

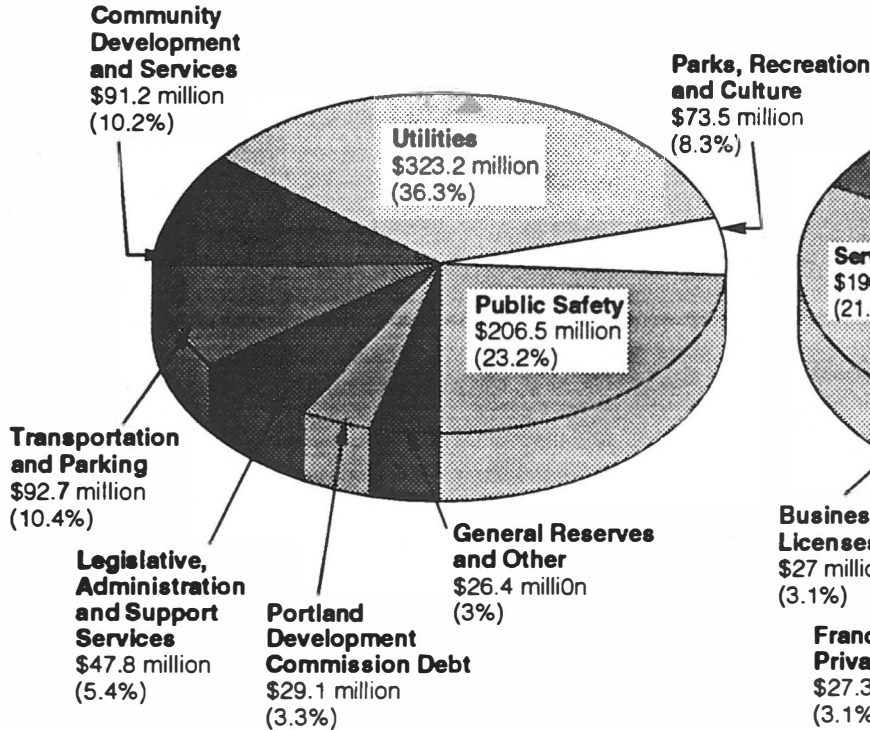
Figure 3/FY 1993-94 Adopted Budget Prior Year Comparison

The City's total budget amount overstates actual program expenditures due to double counting of internal transaction. Internal transactions between funds are typically the result of one City bureau providing a service to another City bureau. In addition to transfers, the budget also includes \$18 million in tax anticipation notes. This short-term debt when issued provides for cash flow between July 1 and the receipt of property taxes in November. Because TANS double count property taxes they are like transfers between funds, in that they overstate the true size of the City's expenditures and revenues.

Total Net Budget. Subtracting short term debt and the internal transfers, the City's net operating requirements total \$890,383,506. This "Net Budget" amount represents only a 2.9% increase over the prior year's budget. Figure 4, provides an overview of resources and requirements for the City's total budget. As can be seen, Service Charges which primarily consist of fees for sewer and water service constitute 21.4% of the budget and exceed Property Tax resources which equal 16.8% of the budget. For FY 1993-94 the City will forego over \$8 million in property tax revenues as a result of the rate limitation imposed by adoption of Ballot Measure 5. However, fueled by assessed value growth and annexations, property taxes are anticipated to register a 4.5% increase. Business license revenues increased by 8.5% reflecting continued strength in the local economy.

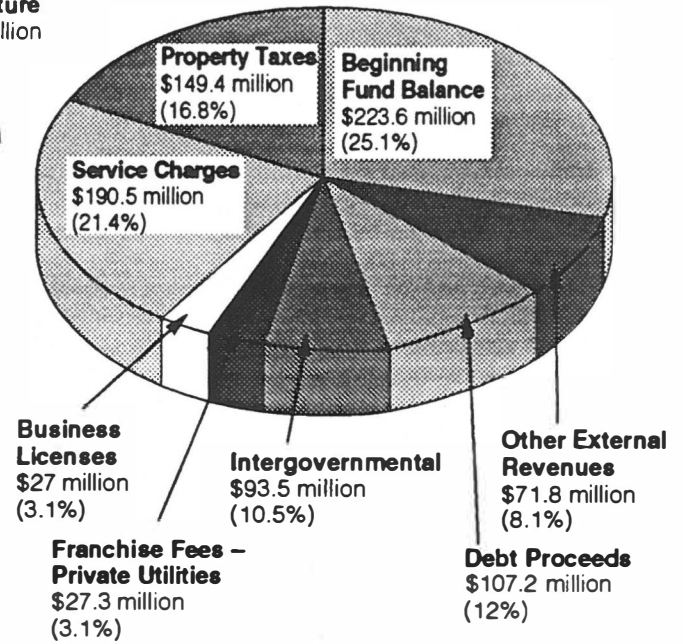
Budget Overview

TOTAL EXPENSES ALL FUNDS



Total: \$890.4 million

TOTAL REVENUES ALL FUNDS



Total: \$890.4 million

APPROVED BUDGET PRIOR YEAR COMPARISON	1992-93 Revised	1993-94 Adopted	Dollar Change	Percent Change
NET BUDGET	\$865,198,609	\$890,383,506	\$25,184,897	2.9%

Figure 4/Total Budget Resources and Requirements

On the requirements side, Utilities, composed of water and sewer services consume the largest part of the budget at 36.3%. This largely results from major capital programs to comply with new state and federal regulations. The next largest service area is Public Safety which represents 23% of the budget.

Budget Overview

In addition to general inflation, budget requirements increase as a result of the addition of 58 new police officer positions, 20 of which are necessary to serve the recently annexed areas of the city. The increase also results from the addition of \$25.7 million to support project management and public improvement costs associated with the Oregon Arena facility. The budget also includes a new \$3.5 million grant to provide business development and assistance in NE area of the City. Finally, the Transportation service area is increasing by \$7 million as a result of increased General Fund support for the Street Lighting program, a \$1 million allocation for the match on the Westside Light Rail system; and a \$1.4 increase in grants for a variety of projects.

A total of 4,818 positions are authorized for FY 1993-94 representing an increase of 95 over the prior year. The Police, Buildings, Environmental Services, and Transportation Bureaus have contributed to the overall increase.

2. General Fund

The City's General Fund houses the City's discretionary resources which support such basic services as Police, Fire, Parks and Recreation. Discretionary resources are those which are not dedicated by City Charter, Code, State Statute, or council policy. They are resources which the Council can opt to dedicate in support of any City Service. The primary discretionary resources received by the General Fund are property taxes, utility license fees, and business license fees. Like the City's total budget, the City's General Fund budget can be viewed in two different ways:

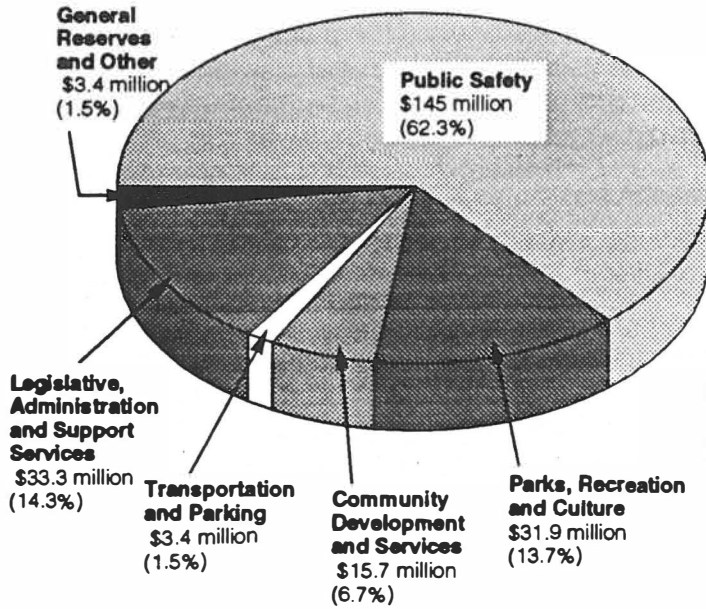
Legal General Fund Budget - As indicated in Figure 3, the "legal budget" of the General Fund totals \$242 for FY 1993-94 an increase of \$15 million or 6.6% when compared to the FY 1992-93 revised budget.

Net General Fund Budget - Removing the \$10 million in TANS results in a "Net General Fund Budget" of \$232.7 million representing a 6% increase over the prior year. This total reflects the actual authorized expenditure level for General Fund requirements during FY 1993-94. Figure 5 summarizes the resources and requirements of the General Fund. On the resource side the increase reflects growth in all discretionary revenue categories. Fueled by annexations and growth in values, property tax revenues are projected to increase by 12.7%. Because of a strong local economy, business license and lodging taxes are projected to grow by more than 8%. On the requirements side in addition to general inflation, the growth in the budget is first and foremost attributable to a \$9.2 million increase in public safety budgets, where 58 new police officer positions were added. Another notable increase is \$1.4 million in additional General Fund support for the Street Lighting program.

Budget Overview

EXPENDITURES

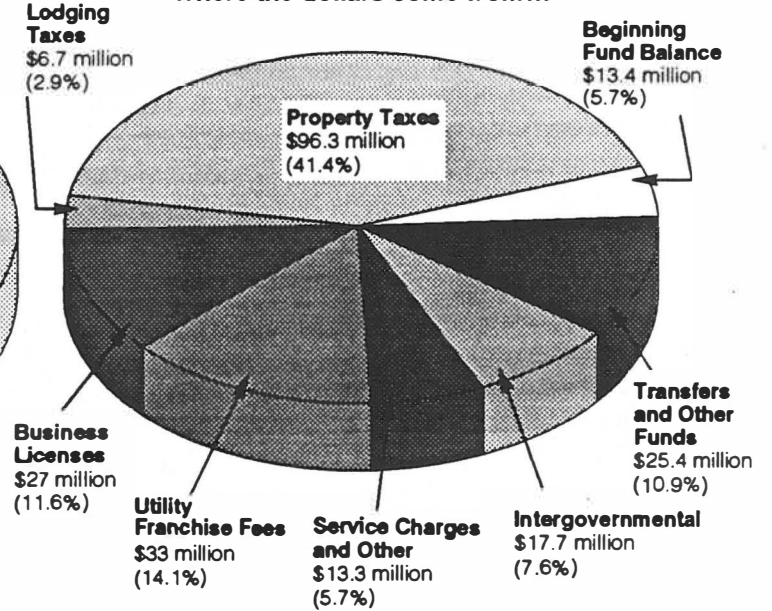
Where the dollars go...



**Total Expenditures – General Fund
\$232.7 million**

REVENUES

Where the dollars come from...



**Total Revenues – General Fund
\$232.7 million**

APPROVED BUDGET PRIOR YEAR COMPARISON	1992-93 Revised	1993-94 Adopted	Dollar Change	Percent Change
NET BUDGET	\$219,627,103	\$232,696,491	\$13,069,388	6%

Figure 5/General Fund Resources and Requirements

A total of 2,718 positions are authorized within the General Fund for FY 1993-94, an increase of 60 over the prior year. This primarily reflects the addition of the 58 additional police officer positions.

Budget Overview

3. 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 that existing capital assets are preserved. Limitations on property tax revenues coupled with increasing federal and state regulations as well as an expanding backlog of required capital demands have served to heighten the need for long-range and comprehensive capital planning. Additionally, the impact of capital budget plans on fees for service and city debt must also be carefully considered, particularly in light of federal regulation, such as the Clean Water Act.

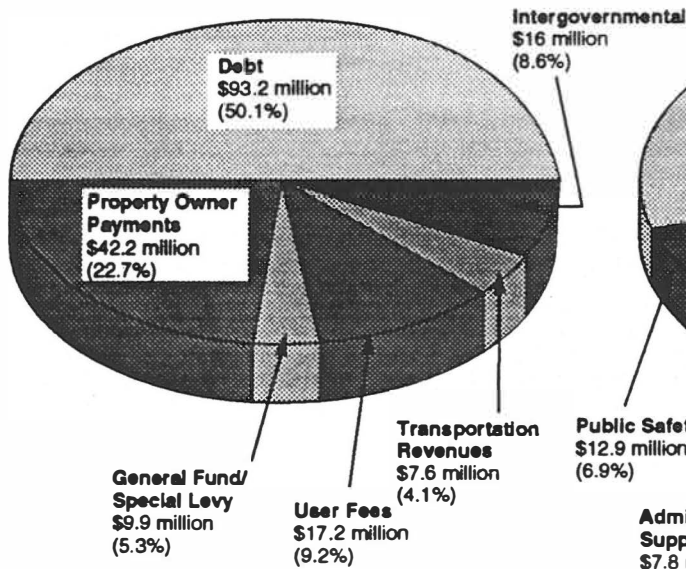
Because of the importance of these City requirements, City bureaus are required to annually submit five-year capital plans. Requests are submitted for review by the Bureau of Financial Planning in December. Recommendations are issued in January, prior to the submission of bureau budget requests. This insures that information is available to the Council well in advance of its budget hearings. A Capital Review Committee (CRC) is convened annually and tasked with developing recommendations for Council consideration on projects to be included within the budget. This committee is composed of managers from each of the City's major capital bureaus, the Bureau of Financial Planning, and members from the citizen Budget Advisory Coordinating Committee.

Each year as a result of this process, the City Council deliberates on and adopts a five year capital budget. The first year of that plan is incorporated into the budgets for the appropriated bureaus. As indicated in Figure 6, the City is anticipated to spend nearly \$186.1 million on capital improvement projects during FY 1993-94. Of this total, \$93.2 million will be supported by the issuance of new debt. An additional \$42.2 million is supported by the City's Local Improvement Financing program in which property owners are assessed for improvements. User fees, primarily in the form of water and sewer service fees will support about 9.2% of the capital program. The General Fund combined with the residual resources of two now defunct special property tax levies will support \$9.9 million of the capital program. Intergovernmental resources, in the form of federal and other grants, will provide \$16 million in capital resources while gas tax and other Transportation resources will provide over \$7.6 million in resources.

Figure 6 also demonstrates that by far the largest area of capital expenditures, 61% is in the area of public utilities. Projects such as the mid-County sewers and the Combined Sewer Overflow represent substantial capital investments. Other notable projects included within the capital budget include: the new Walnut Park Precinct Facility; completion of the North Marine Drive projects, and development of Ed Benedict Park. The complete five year capital budget for the City is included within Volume II of the Adopted Budget. Summary descriptions of all capital projects are also provided in the sections for each bureau and fund.

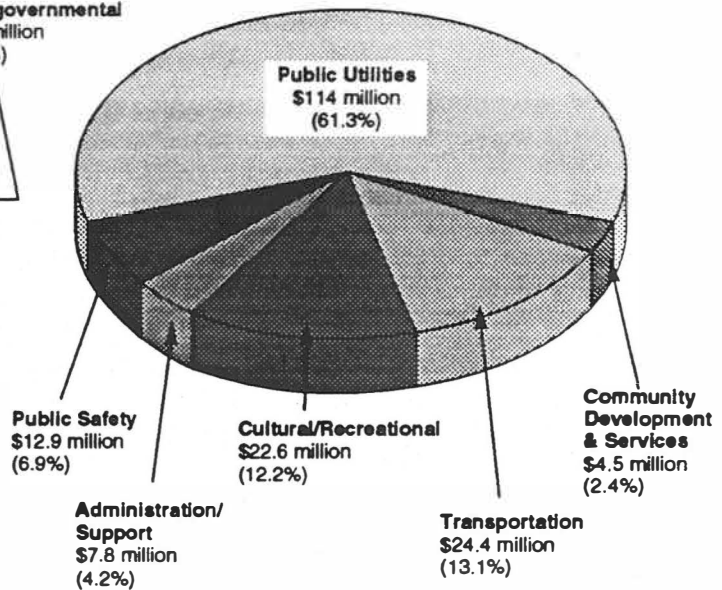
Budget Overview

Capital Project Funding Sources
Fiscal Year 1993-94



Total: \$186.1 million

Capital Projects by Service Area
Fiscal Year 1993-94



Total: \$186.1 million

Capital Projects of Note:

Public Safety*	New Walnut Park Precinct Facility	\$5.5 million
Public Utilities	Mid-County sewer construction	\$32.9 million
	Combined Sewer Overflow Project	\$19.9 million
Transportation	North Marine Drive Project	\$2.5 million
	15th/16th Ring Road Project	\$2.3 million
Cultural/Recreation	Ed Benedict Park development	\$300,000

* Public Safety includes \$5.5 million budgeted in Facilities Services for the Walnut Park Police Precinct.

Figure 6/Capital Budget

4. City Debt Management

The City of Portland issues a variety of debt to raise capital for construction projects, and acquisition of equipment and facilities. City debt is rated in national financial markets by Moody's Investors Service and in some cases such as sewer revenue bonds by

Budget Overview

Standard's and Pooors. Bond ratings, based upon this independent analysis by financial market professionals, indicate the confidence that an investor can have in the security of their investment in City notes and bonds. "Aaa" is the highest possible rating, and is based on a thorough analysis of four basic factors: economic condition; debt load, financial condition and overall management capabilities. Since 1973 the City's general obligation debt has been rated "Aaa" by Moody's. This is the highest rating that a city can receive. City revenue bonds are typically rated "A1" by Moody's and "A+" by Standard & Pooors.

Moody's currently rates over 36,000 separate debt issues, of which 47% are rated "Aaa" but only 127 issuers, including Portland, have obtained that rating based on their own credit capabilities and without the use of bond insurance. In the 13 Western states there are only 14 "Aaa" credits obtained on their own merit, and Portland is one of only eight cities in the United States with a population over 250,000 holding that rating.

The following is a brief summary of the City's existing debt:

General Obligation Debt, backed by the full faith and taxing power of the City which is presently outstanding consists of :

- \$15.7 million in voter-approved bonds for the Performing Arts Center and remodeling of Civic Stadium.
- \$13 million in local improvement district bonds and \$81.2 million in water facility bonds are repaid by individual property assessments and water user charges, but are secondarily backed by the City's general obligation pledge.

Revenue Bonds, or debt supported by a specified resource, typically some type of user fee, include:

- \$155,995,000 million in sewer system revenue bonds.
- \$2 million in golf and tennis facility revenue bonds.
- \$43 million in hydropower revenue bonds.
- \$14 million in parking garage revenue bonds.
- \$71 million in special assessment bonds for sewer and other improvements.

Budget Overview

Other bonds consist of :

- \$84.7 million in urban renewal bonds.
- \$42.2 million in certificates and limited tax notes for buildings and equipment that are paid for by various city organizations.
- \$10 million in one and two year local improvement district financing notes.
- \$1.3 million in notes to support improvements associated with the recently approved Oregon Arena project.

City general obligation debt can legally reach three percent of the City's assessed value, or an estimated \$637 million. The City's low debt level of only \$15.7 million in non-self supporting general obligation debt translates into about \$34.20 per capita, or a ratio to assessed value of .07%.

For FY 1993-94 the City anticipates issuing the following new debt:

- \$11.2 million in certificates of participation to support acquisition of property and capital equipment. Notable projects include completion of the new city radio system and the new Walnut Park Police Precinct.
- \$25 million in revenue bonds to support water system capital projects of which \$4.8 million will be spent in FY 1993-94.
- \$1.9 million in limited term general obligation notes to support acquisition of new capital equipment.
- Up to \$18 million in Tax Anticipation notes to support city service between the beginning of the fiscal year and the time that property tax revenues are received by the City. Because of its excellent financial condition it is unlikely that the City's General Fund will need to issue TAN's. It is likely that the City's Fire and Police Disability and Retirement Fund may require as much as \$8 million in short-term debt.
- An estimated \$7 million in revenue bonds and \$18.5 million in notes will be issued to complete public improvements associated with the joint public-private Oregon Arena project.

By the end of FY 1993-94 city debt is estimated to total \$543.5 million.

Budget Overview

J. CONCLUSION

The FY 1993-94 Budget represents a transitional period, one in which the Council continues to respond to the impact of Ballot Measure 5 and strives to focus the budget on priorities important to the stability of the community. The budget responds to immediate priorities, such as the hiring of 58 new police officer positions while defining a plan to insure that budgetary stability is maintained in the long-term. To this end the budget maintains flexibility in responding to such new financial challenges as the loss of urban renewal financing as well as other potential future uncertainties. With renewed energy, the budget builds upon past efforts to empower all employees to improve service efficiency and productivity. Actions have been set in place which will provide guidance for future budget deliberations.

Guide To The Financial Summaries

A. INTRODUCTION

The "Financial Summaries" section contains a variety of tables intended to help the reader view the 1993-94 Budget as a whole, consolidating the budget figures across all the City's funds or bureaus.

With the exception of Table 2, Summary of Authorized Full-Time Positions, the tables in this section do not include figures for the Portland Development Commission (PDC). PDC is a semi-autonomous agency that operates under City charter but is budgeted separately.

Total City Budget - Revenues and Expenses

The first summary (Table 1) offers the broadest picture: the entire City budget condensed onto one page, comparing 1993-94 with 1992-93. 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"). For the sake of simplicity and familiarity, the Financial Summaries use the terms "Revenues" and "Expenses," even though those terms have more specialized meanings in the world of accounting. The detailed budget pages for individual funds, however, do use the more formally correct terms "Resources" and "Requirements" to signify what a fund *has* (or expects to get) vs. what it *needs*.

Major Types of Expenditures

Table 1 also shows the budget broken down into its major revenue classes and expense classes. On the requirements side of the budget, there are two types of major expense classes. The *bureau expenses* (or "bureau requirements" in the individual fund pages) refer to those types of expenditures--either operating or capital--that result from the programs or services provided by the City's bureaus. These categories are personal services, internal and external materials and services, capital outlay, and a less-frequently used category called "equipment cash transfers." The other type of major expense class, *fund expenses* (or "fund requirements") refers to financial requirements needed in order to keep a fund healthy and meet its obligations--such as contingencies, debt retirement, and most interfund transfers--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.

Guide To The Financial Summaries

The citywide totals contained in Table 1 and other summaries contain not just the sum of the various funds but also a "net budget" figure. The net budget subtracts the "double count" that results from interfund transfers and tax anticipation notes (short-term debt that double counts the property tax revenue).

Summary of Authorized Full-Time Positions

Table 2 is a straightforward summary of the regular full-time positions authorized in the budget, along with a comparison between fiscal years. These positions are broken out by bureau (including PDC). They do not include limited-term or part-time positions.

General Fund Revenues and Expenses

Tables 3 and 4 both summarize the budget for the General Fund, the City's largest, most visible, and most flexible fund. They show the different sources of revenue, the expense budgets for individual bureaus, and the fund-level expenses. Table 3 compares the 1993-94 Budget to what was in the 1992-93 Budget.

Discretionary vs. Non-Discretionary

Tables 3 and 4 also show 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, or the Council has decided to dedicate them to a particular bureau because the revenues are generated by that bureau's operations. For instance, the Fire Bureau receives funds from Fire District 10 that, by contract, must be used to provide fire protection to District 10 residents and businesses. Or the Parks Bureau generates fee income from its recreation programs that the Council has decided, by policy, to dedicate to Parks Bureau functions.

The major types of non-discretionary resources are grants and donations; contract revenues; "interagency" service agreements with another City bureau; "bureau program revenues" such as service charges to the public from a bureau's programs; and overhead charges, which recover from other funds the cost of services provided by central administrative bureaus based in the General Fund.

A bureau's "discretionary" budget subtracts these restricted activities and therefore represents the bureau's allocation of those dollars over which the City Council exercises discretion, such as property taxes, business licenses, or utility license fees.

Guide To The Financial Summaries

The total General Fund budget (excluding tax anticipation notes) for 1993-94 is \$184.9 million, but after subtracting the cost of those activities that are tied to non-discretionary funding sources, the flexible part of the General Fund is actually \$176 million. The City Council can opt to dedicate discretionary resources to any service area. For 1993-94, 69% of the discretionary General Fund budget is allocated to two bureaus: Police and Fire.

Summary by Service Area

Table 5, "Operating and Capital Budget by Service Area" is a new summary table which summarizes the operating and capital expenditures included in bureau budgets for each fiscal year, by service area and bureau. It does not include fund requirements such as contingencies, reserves, debt principal, or interfund transfers.

Four Summaries by Fund

Tables 6 through 9 are some lengthier tables that show different aspects of the City's budget by individual fund. Table 6, the "Total Revenues and Expenses By Fund By Fiscal Year," shows the total expenses (or the total revenues, since they are equal) in any fund, not only for the 1993-94 Budget but also in past years.

Table 7, the "Summary of Revenues by Fund," breaks out the 1993-94 estimated revenues by some broad categories: beginning fund balances, interfund revenue, and three types of external revenues. Property taxes are broken out separately; service charges, licenses, and permits are lumped together; and other external revenues (such as debt proceeds, interest on investments, or the sale of property) are the final column in Table 7.

Tables 8 and 9 give two looks at the expenses in a fund. Table 8 lumps together the bureau expenses and breaks out the different types of fund-level expenses, such as contingency, ending balance, or interfund transfers. Table 9, on the other hand, gives more detail on the bureau expenses, showing how much is budgeted in 1993-94 for personnel costs, capital purchases, or the other major expense categories. Because Table 9 focuses on bureau expenses as opposed to fund-level needs, it details the budgets for the individual bureaus in the General Fund.

Guide To The Financial Summaries

Summary by Managing Agency

The "Summary of Bureau Expenses By Managing Agency" (Table 10) shows the total bureau expenses for 1992-93 and 1993-94, grouped by the agency that manages that particular fund or appropriation. So, for instance, it shows together all of the dollars for which the Bureau of General Services is responsible, even though those appropriations are in many different funds.

Appropriation Schedule

Table 11, the "Appropriation Schedule" is a legally required summary of expenditures at the total fund appropriation level. Appropriation is divided into bureau program expenses which include personal services, external materials and services, internal materials and services, capital outlay and equipment cash transfers, and fund requirements, which include contingency, interfund cash transfers, debt retirement, and inventory increases.

General Fund/General Reserve Summaries

Tables 12 and 13 provide fund summaries of the General Fund and the General Reserve Fund. They are included in this section because they do not fall within any specific service area.

Summaries of Tax Levies and Debt

Finally, as sure as debt and taxes, Tables 14 and 15 conclude the financial summaries section by outlining the City's indebtedness and the calculation of its property tax levies. The format for these summaries is prescribed by State law. The debt summary, Table 15, also discusses the City's current bond ratings and the type of debt instruments used by the City.

The tax calculation on Table 14 is designed to only allow a levy amount that is justified by a fund's budgeted requirements. After stating the total requirements for each tax-supported fund, non-tax revenues are subtracted, leaving the amount that the fund needs to raise in current-year tax revenue. This amount is factored up by expected delinquencies and losses due to Measure 5 compression, and the result is the certified levy for the fund.

TOTAL CITY BUDGET – REVENUES AND EXPENSES

Table 1

This table summarizes the City budget as a whole, according to the major categories of expenses and revenues. The figures on this page combine all the City's funds except those of the Portland Development Commission, a semi-autonomous agency that operates under City charter but is budgeted separately. The same is true for the budget figures in other tables in the financial summaries section.

	<i>Revised</i> FY 1992-93	<i>Adopted</i> FY 1993-94
<u>TOTAL REVENUES – All Funds</u>		
<i>External Revenues</i>		
Property Taxes	\$142,938,103	\$149,414,025
Other Taxes	7,461,515	8,099,412
Licenses and Permits	60,946,594	64,081,559
Service Charges	187,594,258	190,554,421
Intergovernmental	94,823,136	93,511,770
Miscellaneous	48,219,839	53,895,203
Debt Proceeds	130,966,562	125,225,016
Total External Revenues	\$672,950,007	\$684,781,406
<i>Transfers from Other Funds</i>		
Service Reimbursements	96,583,723	91,752,656
Cash Transfers	316,827,902	239,903,213
Total Transfers from Other Funds	\$413,411,625	\$331,655,869
Beginning Fund Balances	208,203,452	223,602,100
TOTAL BUDGET	\$1,294,565,084	\$1,240,039,375
Less Interfund Transfers & Tax Anticipation Notes	(429,366,475)	(349,655,869)
NET BUDGET	\$865,198,609	\$890,383,506
<u>TOTAL EXPENSES – All Funds</u>		
<i>Bureau Expenses</i>		
Personal Services	\$246,584,528	\$262,087,042
External Materials & Services	248,962,326	254,637,057
Internal Materials & Services	95,808,398	92,192,250
Capital Outlay	122,393,830	134,947,020
Equipment Cash Transfers	4,863,557	1,357,231
Total Bureau Expenses	\$718,612,639	\$745,220,600
<i>Fund-Level Expenses</i>		
Debt Retirement	125,730,001	72,228,232
Fund-Level Cash Transfers	312,739,670	238,106,388
Contingency	84,803,896	126,323,613
Unappropriated Ending Fund Balance	52,440,128	57,960,542
Inventory Increases	238,750	200,000
Total Fund-Level Expenses	\$575,952,445	\$494,818,775
TOTAL BUDGET	\$1,294,565,084	\$1,240,039,375
Less Interfund Transfers & Tax Anticipation Notes	(429,366,475)	(349,655,869)
NET BUDGET	\$865,198,609	\$890,383,506

SUMMARY OF AUTHORIZED FULL – TIME POSITIONS

Table 2

This table summarizes the number of regular full-time positions authorized in each bureau or fund, including PDC, for 1993–94 1992–93 and 1991–92. Limited-term or part-time employees are not included.

ALL FUNDS	Actual FY 1991–92	Revised Budget FY 1992–93	Adopted Budget FY 1993–94
<u>GENERAL FUND</u>			
City Attorney	39	38	36
City Auditor	50	50	52
Cable Communication & Franchise Mgt	4	4	5
Commissioner #1, Public Affairs	7	7	7
Commissioner #2, Public Works	7	7	7
Commissioner #3, Public Utilities	7	7	7
Commissioner #4, Public Safety	7	7	7
Community Development	11	15	14
Energy Office	4	6	6
Environmental Commission	0	2	0
Finance & Administration	162	169	166
Fire, Rescue & Emergency Services	757	770	771
General Services	18	18	18
Intergovernmental Affairs	4	4	4
Licenses	29	29	29
Mayor	12	11	15
Metro Arts Commission	6	9	9
Metropolitan Human Rights Commission	0	5	5
Neighborhood Associations	17	16	16
Parks	275	280	279
Planning	62	60	59
Police	1,039	1,126	1,189
Purchases and Stores	16	18	17
TOTAL GENERAL FUND	2,533	2,658	2,718
<u>OTHER FUNDS</u>			
Buildings	150	152	163
Communications Services	16	17	19
Emergency Communications	129	129	126
Environmental Services	379	390	396
Facilities Services	22	22	23
Fleet Services	76	75	74
Golf	23	28	30
Hydro Power	3	3	3
Ptd International Raceway (PIR)	4	4	4
Printing & Distribution	25	27	27
Public Safety Capital	1	0	0
Refuse Disposal	11	10	10
Transportation	709	701	716
Water	494	507	509
TOTAL OTHER FUNDS	2,042	2,065	2,100
TOTAL CITY excluding PDC	4,575	4,723	4,818
Portland Development Commission	139	139	115
TOTAL CITY Including PDC	4,714	4,862	4,933

GENERAL FUND REVENUES AND EXPENSES

Table 3

This table summarizes the types of revenues into the General Fund, as well as the bureau expense budgets, with a comparison between fiscal years.

	Discretionary Budget		Total Budget	
	Revised FY 1992-93	Adopted FY 1993-94	Revised FY 1992-93	Adopted FY 1993-94
REVENUES				
Property Taxes	\$85,446,381	96,318,872	\$85,446,381	96,318,872
Lodging Taxes	6,215,314	6,716,736	6,215,314	6,716,736
Business Licenses	24,889,694	26,982,788	24,889,694	26,982,788
Utility Franchise Fees	32,242,904	32,875,510	32,242,904	32,875,510
Service Charges and Other	4,933,187	3,365,052	13,481,191	13,378,215
Intergovernmental	8,892,764	8,552,689	19,071,527	17,679,638
Transfers from Other Funds/Agencies	1,317,861	191,114	26,200,750	25,369,977
Beginning Fund Balance	12,079,342	9,947,329	12,079,342	13,374,755
GENERAL FUND REVENUES	\$176,017,447	\$184,950,090	\$219,627,103	\$232,696,491
EXPENSES				
City Attorney	\$915,683	883,587	\$2,869,328	3,006,844
City Auditor	1,322,741	946,979	3,562,406	3,594,911
Cable & Franchise Mgt	880,105	1,008,301	880,105	1,219,190
Commissioner #1	253,686	235,316	556,260	560,579
Commissioner #2	245,968	229,091	543,407	547,277
Commissioner #3	254,394	221,072	554,686	526,829
Commissioner #4	245,947	229,258	543,386	546,871
Community Development	1,745,383	1,431,694	4,125,692	2,400,403
Energy	120,797	129,076	510,960	339,743
Environmental Commission	0	0	80,000	0
Finance & Administration	3,542,437	3,505,826	14,297,066	14,241,058
Fire	48,465,689	49,888,225	55,033,366	55,985,589
General Services	4,300	0	1,240,034	1,202,086
Government Relations	166,318	148,324	496,887	479,354
Licenses	1,309,465	1,317,863	1,652,556	1,721,307
Mayor	455,749	464,088	1,285,007	985,900
Metropolitan Arts	1,023,023	726,785	1,498,090	1,080,268
Metro Human Rights	168,639	185,763	267,284	288,965
Neighborhood Associations	2,509,291	2,310,890	2,603,214	2,372,738
Parks & Recreation	19,466,237	18,793,004	27,710,143	28,713,182
Planning	2,278,615	2,340,352	3,855,418	3,855,180
Police	73,057,653	77,336,112	76,361,072	80,752,794
Purchases & Stores	366,334	209,468	1,054,997	1,058,477
Special Appropriations	7,866,091	11,103,162	8,547,385	12,483,666
Total Bureau Expenses	\$166,664,545	\$173,644,236	\$210,128,749	\$217,963,211
Transfers to Other Funds	\$4,285,359	7,899,348	\$4,430,811	\$7,899,348
Contingency-Operating & Unforeseen	4,987,620	3,346,506	4,987,620	3,346,506
Contingency-Encumbrance Carryover	0	0	0	3,427,426
Inventory Increases	79,923	60,000	79,923	60,000
GENERAL FUND EXPENSES	\$176,017,447	\$184,950,090	\$219,627,103	\$232,696,491

Note: Budgeted Tax Anticipation Notes (\$10 million in 1993-94 and \$7,954,850 in 1992-93) are excluded.
Franchise Fees and Intergovernmental Revenue amounts include dollars transferred from other funds for those purposes.

GENERAL FUND BUDGET BY FUNDING SOURCE – FY 1993–94

Table 4

This table displays the 1993–94 General Fund budget in categories that show the restrictiveness of its funding sources. These categories correspond to those used on the summary pages for each General Fund bureau. Discretionary funding sources are subject only to the City Council's priorities. Within the non-discretionary category, grants and donations, contracts, and interagency agreements are restricted by specific agreement with either outside parties or other City bureaus, while bureau program revenues and overhead recovery charges are restricted by Council policy to the bureau whose operations generate the revenue.

	Total Funding Sources	Discretionary Funding Sources	Non-Discretionary Funding Sources				
			Grants & Donations	Contracts	Interagency Agreements	Bureau Revenues	Overhead Recovery
REVENUES							
Property Taxes	96,318,872	96,318,872	0	0	0	0	0
Lodging Taxes	6,716,736	6,716,736	0	0	0	0	0
Business Licenses	26,982,788	26,982,788	0	0	0	0	0
Util Franchise Fees	32,875,510	32,875,510	0	0	0	0	0
Svc Charges/Other	13,378,215	3,365,052	0	0	0	10,013,163	0
Intergovernmental	17,679,638	8,552,689	2,877,539	6,070,533	0	0	178,877
Interfund Transfers	25,369,977	191,114	0	0	15,627,892	0	9,550,971
Beginning Balance	13,374,755	9,947,329	0	0	0	3,427,426	0
TOTAL REVENUES	232,696,491	184,950,090	2,877,539	6,070,533	15,627,892	13,440,589	9,729,848
EXPENSES							
City Attorney	3,006,844	883,587	0	0	1,193,294	0	929,963
City Auditor	3,594,911	946,979	0	5,590	1,275,194	248,181	1,118,967
Cable & Franchise	1,219,190	1,008,301	0	0	200,889	10,000	0
Commissioner #1	560,579	235,316	0	0	0	0	325,263
Commissioner #2	547,277	229,091	0	0	0	0	318,186
Commissioner #3	526,829	221,072	0	0	0	0	305,757
Commissioner #4	546,871	229,258	0	0	0	0	317,613
Community Develop	2,400,403	1,431,694	0	0	968,709	0	0
Energy	339,743	129,076	76,000	0	134,667	0	0
Environ Commission	0	0	0	0	0	0	0
Finance & Admin	14,241,058	3,505,826	0	20,515	6,044,368	125,141	4,545,208
Fire	55,985,589	49,888,225	0	3,530,098	0	2,567,266	0
General Services	1,202,086	0	0	0	1,202,086	0	0
Government Relations	479,354	148,324	0	0	127,000	0	204,030
Licenses	1,721,307	1,317,863	0	0	23,054	380,390	0
Mayor	985,900	464,088	0	0	0	5,000	516,812
Metropolitan Arts	1,080,268	726,785	0	267,059	86,424	0	0
Metro Human Rights	288,965	185,763	0	103,202	0	0	0
Neighborhood Assoc	2,372,738	2,310,890	0	57,406	4,442	0	0
Parks & Recreation	28,713,182	18,793,004	2,313,600	806,957	2,891,964	3,907,657	0
Planning	3,855,180	2,340,352	0	0	549,828	965,000	0
Police	80,752,794	77,336,112	280,714	1,279,706	121,734	1,734,528	0
Purchases & Stores	1,058,477	209,468	0	0	95,177	70,000	683,832
Special Approp	12,483,666	11,103,162	207,225	0	709,062	0	464,217
Total Bureau Expenses	217,963,211	173,644,236	2,877,539	6,070,533	15,627,892	10,013,163	9,729,848
Interfund Transfers	7,899,348	7,899,348	0	0	0	0	0
Contingency--Total	6,773,932	3,346,506	0	0	0	3,427,426	0
Inventory Increases	60,000	60,000	0	0	0	0	0
TOTAL EXPENSES	232,696,491	184,950,090	2,877,539	6,070,533	15,627,892	13,440,589	9,729,848

Note: Tax Anticipation Notes (\$10 million in 1993–94) are excluded. 1993–94 Contingency includes \$3,427,426 for encumbrance carryover. Franchise Fees and Intergovernmental Revenue amounts include dollars transferred from other funds for those purposes.

OPERATING & CAPITAL BUDGET BY SERVICE AREA

Table 5

This table summarizes the operating and capital expenditures included in bureau budgets for each fiscal year, by service area and by bureau. It does not include fund requirements such as contingencies, reserves, debt principal, or interfund transfers.

	FY 1992-93 Revised Budget			FY 1993-94 Adopted		
	Operating Budget	Capital Improvements	Total Expenditures	Operating Budget	Capital Improvements	Total Expenditures
Public Safety						
Police	75,374,651	986,421	76,361,072	80,396,615	356,179	80,752,794
Fire	51,946,343	3,087,023	55,033,366	52,111,519	3,874,070	55,985,589
Fire & Police Disability & Retirement	38,806,362	0	38,806,362	40,584,475	0	40,584,475
Emergency Communications	8,642,727	0	8,642,727	8,496,983	0	8,496,983
Public Safety Capital	0	8,814,255	8,814,255	0	3,203,983	3,203,983
Other Public Safety:	5,183,274	0	5,183,274	4,274,368	0	4,274,368
Total Public Safety	179,953,357	12,887,699	192,841,056	185,863,960	7,434,232	193,298,192
Parks, Recreation & Culture						
Parks & Recreation	24,187,523	3,522,620	27,710,143	24,805,221	3,907,961	28,713,182
Golf	3,075,846	2,149,671	5,225,517	3,514,667	1,470,000	4,984,667
Portland International Raceway	467,586	54,562	522,148	464,650	50,000	514,650
Parks Systems Improvement	239,775	1,979,294	2,219,069	172,769	0	172,769
Metropolitan Arts Commission	1,498,090	0	1,498,090	1,080,268	0	1,080,268
Arena Construction, Oper. & Debt	0	0	0	1,500,000	17,200,000	19,285,000
Other Parks, Recreation & Culture	2,799,211	50,097	2,849,308	3,782,753	0	3,782,753
Total Parks, Recreation & Culture	32,268,031	7,756,244	40,024,275	35,320,328	22,627,961	57,948,289
Public Utilities						
Water	37,315,260	17,325,045	54,640,305	37,568,725	12,080,000	49,648,725
Hydropower	437,759	0	437,759	435,235	0	435,235
Environ Svcs - Sewer System	60,987,698	72,118,234	133,105,932	46,577,833	93,753,687	140,331,520
Environ Svcs - Refuse Disposal	2,152,913	0	2,152,913	3,231,648	5,321,500	8,553,148
Other Public Utilities	15,752,017	0	15,752,017	24,484,420	2,900,000	27,384,420
Total Public Utilities	116,645,647	89,443,279	206,088,926	112,297,861	114,055,187	226,353,048
Community Development & Svcs						
Planning	3,855,418	0	3,855,418	3,855,180	0	3,855,180
Environmental Commission	80,000	0	80,000	0	0	0
Bureau of Community Develop	4,125,692	0	4,125,692	2,400,403	0	2,400,403
Office of Neighborhood Assoc	2,603,214	0	2,603,214	2,372,738	0	2,372,738
Cable & Franchise Management	880,105	0	880,105	1,219,190	0	1,219,190
Energy	510,960	0	510,960	339,743	0	339,743
Metro Human Rights Commission	267,284	0	267,284	288,965	0	288,965
Buildings	10,460,477	0	10,460,477	11,342,369	0	11,342,369
Cable Fund	0	0	0	1,644,392	0	1,644,392
LID Construction	817,533	4,518,354	5,335,887	1,031,764	4,483,039	5,514,803
Housing & Community Develop	30,034,818	0	30,034,818	20,008,382	0	20,008,382
Other Community Develop/Svcs	10,978,240	0	10,978,240	18,516,349	0	18,516,349
Total Community Develop/Svcs	64,613,741	4,518,354	69,132,095	63,019,475	4,483,039	67,502,514
Transportation & Parking						
Transportation & Street Lighting	67,518,592	25,714,979	93,233,571	63,154,825	23,151,892	86,306,717
Parking Facilities	2,835,649	1,070,709	3,906,358	2,770,175	333,998	3,104,173
Autoport	659,902	131,928	791,830	667,620	908,731	1,576,351
Other Transportation & Parking	863,874	0	863,874	803,688	0	803,688
Total Transportation & Parking	71,878,017	26,917,616	98,795,633	67,396,308	24,394,621	91,790,929

OPERATING & CAPITAL BUDGET BY SERVICE AREA

Table 5

	FY 1992-93 Revised Budget			FY 1993-94 Adopted		
	Operating Budget	Capital Improvements	Total Expenditures	Operating Budget	Capital Improvements	Total Expenditures
Legislative/Admin/Support Svcs						
City Attorney	2,869,328	0	2,869,328	3,006,844	0	3,006,844
City Auditor	3,507,461	54,945	3,562,406	3,529,011	65,900	3,594,911
Office of Finance & Admin.	14,297,066	0	14,297,066	14,241,058	0	14,241,058
Mayor & Commissioners' Offices	3,482,746	0	3,482,746	3,167,456	0	3,167,456
Purchases & Stores	1,054,997	0	1,054,997	1,058,477	0	1,058,477
Licenses	1,652,556	0	1,652,556	1,721,307	0	1,721,307
Office of Governmental Relations	496,887	0	496,887	479,354	0	479,354
General Services-Administration	1,240,034	0	1,240,034	1,202,086	0	1,202,086
Communications Services	5,226,266	7,009,162	12,235,428	5,694,626	4,477,052	10,171,678
Facilities Services	7,966,562	5,442,712	13,409,274	8,074,279	7,415,104	15,489,383
Fleet Services	18,510,868	686,251	19,197,119	13,200,484	756,271	13,956,755
Printing & Distribution Services	4,743,922	0	4,743,922	4,606,738	0	4,606,738
Insurance & Claims	3,451,559	0	3,451,559	3,440,760	0	3,440,760
Workers' Compensation	4,600,426	0	4,600,426	4,444,757	0	4,444,757
Health Insurance	12,399,118	0	12,399,118	13,277,363	0	13,277,363
Computer Services	3,213,502	344,236	3,557,738	3,612,073	381,384	3,993,457
Other Legislative/Admin/Support	3,092,452	0	3,092,452	4,026,755	0	4,026,755
Total Legislative/Admin/Support	91,805,750	13,537,306	105,343,056	88,783,428	13,095,711	101,879,139
PDC Urban Renewal Debt						
Tax Increment Debt (Interest Only)	5,867,675	0	5,867,675	6,048,489	0	6,048,489
General Reserves and Other						
	519,923	0	519,923	400,000	0	400,000
TOTAL EXPENDITURES	563,552,141	155,060,498	718,612,639	559,129,849	186,090,751	745,220,600
FUND REQUIREMENTS						
<i>(Contingencies, Reserves, Debt Principal, Interfund Transfers)</i>			575,952,445	494,818,775		
TOTAL CITY BUDGET	1,294,565,084			1,240,039,375		
<i>Subtract "double count" caused by interfund transfers, interagency charges & tax anticipation notes</i>			(429,366,475)	(349,655,869)		
NET CITY BUDGET	865,198,609			890,383,506		

Note: General Fund set-aside for compensation adjustments is allocated to the service areas in proportion to their budgeted personal services expense.

TOTAL REVENUES & EXPENSES BY FUND BY FISCAL YEAR

Table 6

In each fund, total revenues including beginning balance must equal total expenses including ending balance. This table states the total revenues and expenses for each City fund for the 1993-94 budget and for prior fiscal years.

Fund Type Fund	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
<u>OPERATING FUNDS</u>					
General Fund	214,463,672	207,808,236	227,581,953	241,688,600	242,696,491
Assess. Collection	489,526	470,543	485,000	442,000	442,000
Arena Operating	0	0	0	0	650,000
Auto Port	1,144,188	2,012,876	1,724,301	2,480,101	2,480,101
Buildings	14,705,608	15,400,320	15,288,362	15,781,247	15,897,523
Cable	0	0	0	4,700,668	4,700,668
Econ Improve Dist	1,636,592	1,548,675	1,566,200	1,566,200	1,566,200
Emerg. Commun.	8,642,098	9,656,771	9,586,430	9,698,533	9,698,533
Golf	4,919,346	7,957,441	6,521,596	7,372,385	7,372,385
Hydropower	405,624	568,229	593,700	590,000	590,000
NW I-405 Rec	1,126,273	1,310,751	792,315	899,386	899,386
Parking Facilities	6,621,479	14,480,841	8,027,157	8,294,328	8,294,328
Parks System Imprmt	4,852,369	6,255,398	2,408,056	1,125,027	1,125,027
PIR	689,675	843,444	675,516	808,844	808,844
Pub. Safety Capital	4,879,804	11,480,220	11,793,571	4,283,019	3,889,488
Refuse Disposal	3,405,944	3,951,269	4,199,203	4,704,706	9,544,706
Sewer Operating	81,775,478	105,801,512	192,085,062	209,111,608	184,936,172
Street Lighting	18,582,286	16,887,624	7,942,416	1,735,437	1,735,437
Transportation	79,276,403	83,846,184	96,095,856	96,147,184	98,889,004
Water	64,457,814	80,444,619	78,686,589	82,613,253	82,762,051
Total Operating Funds	512,074,179	570,724,953	666,053,283	694,042,526	678,978,344
<u>INTERNAL SERVICE FUNDS</u>					
Communications					
Communications Svcs	9,641,093	10,548,733	13,435,488	12,030,090	6,676,883
Special Appropriation	N/A	N/A	N/A	N/A	5,900,052
Communications	9,641,093	10,548,733	13,435,488	12,030,090	12,576,935
Computer Services	0	3,940,267	4,129,747	4,530,181	4,530,181
Facilities Svcs	11,108,413	12,098,438	16,824,583	17,606,574	20,754,417
Fleet Services	17,527,689	20,233,769	21,248,796	16,370,964	16,402,030
Health Insurance	13,593,260	16,481,247	17,079,274	22,234,485	22,234,485
Insurance & Claims	7,012,693	7,122,184	7,578,950	7,854,417	7,854,417
Justice Center	2,313,187	2,910,747	2,585,846	0	0
Printing & Distrib	6,601,369	5,976,423	5,799,225	5,707,442	5,516,779
Workers' Comp	9,319,706	10,975,716	11,347,752	13,469,440	13,469,440
Total Internal Svc Funds	77,117,410	90,287,524	100,029,661	99,803,593	103,338,684
<u>AGENCY AND TRUST FUNDS</u>					
Hydro Renew/Repl.	6,651,539	6,686,361	6,748,000	6,813,400	6,813,400
Model Cities Dev	216,492	231,315	93,054	0	173,592
Port/d Parks Trsts	704,476	1,168,976	1,507,638	1,753,519	1,753,519
Public Art Trust	410,198	365,437	578,423	856,425	856,425
Sewer Rate Stabiliz	9,658,829	13,443,510	6,241,110	11,681,236	9,550,874
Sewer Revolving Loan	0	0	0	0	2,000,000
Sewer Safety Net	1,528,745	1,612,770	1,127,500	3,182,500	3,182,500
Sundry Trusts	153,951	66,251	75,000	0	0
Water Growth Impct	903,774	966,024	1,020,156	1,052,505	1,052,505
Total Agency & Trust	20,228,004	24,540,644	17,390,881	25,339,585	25,382,815

TOTAL REVENUES & EXPENSES BY FUND BY FISCAL YEAR

Table 6

In each fund, total revenues including beginning balance must equal total expenses including ending balance. This table states the total revenues and expenses for each City fund for the 1993-94 budget and for prior fiscal years.

Fund Type Fund	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
CONSTRUCTION FUNDS					
Arena Construction	0	0	0	0	28,500,000
LID	96,592,518	81,262,624	26,848,089	14,056,950	14,056,950
Sewer System	26,130,346	37,321,678	85,719,371	101,423,676	106,069,676
Water	31,212,055	39,714,131	23,922,324	44,466,612	42,798,175
Total Construction Funds	153,934,919	158,298,433	136,489,784	159,947,238	191,424,801
DEBT SERVICE FUNDS					
Airport Way	3,622,709	5,513,580	5,638,763	1,974,468	1,974,468
Arena Debt Service	0	0	0	0	10,100,000
Bancroft	4,488,003	8,672,905	4,206,007	7,927,931	13,827,931
Bonded Debt	4,058,000	4,016,327	4,063,923	4,063,923	4,063,923
Central Eastside	1,696,825	3,618,604	2,252,106	1,237,100	1,237,100
Convention Ctr	0	1,159,826	4,423,841	5,542,639	5,542,639
Downtown Parking	127,266	105,723	53,831	0	0
Golf Revenue	747,473	503,009	541,381	562,329	562,329
Hydropower	16,406,431	10,611,959	10,131,771	10,258,600	10,258,600
Intermediate Debt	1,463,475	2,193,314	1,109,308	1,940,801	1,940,801
Morrison Park East	1,023,671	1,021,372	798,681	798,090	798,090
Morrison Park West	777,965	778,298	672,783	678,810	678,810
Old Town Parking	586,696	8,071,333	706,339	689,297	689,297
PIR Bond	344,130	359,100	339,804	128,850	128,850
Sewer System Debt	34,314,567	7,786,421	52,547,955	23,462,862	18,553,569
St Johns Riverfront	92,247	132,270	80,951	1,462	1,462
Short Term Debt	10,740,053	259,600	10,500,000	10,400,000	10,400,000
South Park Renewal	12,557,183	10,127,136	8,478,734	3,781,906	3,781,906
Tennis Facilities	77,427	78,714	66,538	70,737	70,737
Wash. Cnty Supply	3,958,516	3,935,609	3,898,348	3,897,922	3,897,922
Water Bond Sinking	12,356,005	22,931,548	9,318,135	12,063,289	10,812,289
Waterfront Renewal	38,161,796	80,781,891	31,639,856	16,562,360	16,562,360
Total Debt Svc Funds	147,600,438	172,658,539	151,469,055	106,043,376	115,883,083
FEDERAL FUNDS					
Federal Grants	7,261,871	6,037,119	9,382,160	11,808,993	15,269,318
HOME Grant	0	0	4,297,000	3,323,702	3,323,702
Hsng & Comm Dev	11,101,928	13,031,538	30,567,035	20,453,181	20,453,181
Total Federal Funds	18,363,799	19,068,657	44,246,195	35,585,876	39,046,201
RETIREMENT FUNDS					
F & P Disab/Retire	40,111,039	40,317,859	48,798,662	53,375,683	53,375,683
FPDR Reserve	750,000	768,387	750,000	750,000	750,000
Supp Retire Prog Trst	395,965	402,860	399,355	399,355	399,355
Total Retirement Funds	41,257,004	41,489,106	49,948,017	54,525,038	54,525,038

TOTAL REVENUES & EXPENSES BY FUND BY FISCAL YEAR

Table 6

In each fund, total revenues including beginning balance must equal total expenses including ending balance. This table states the total revenues and expenses for each City fund for the 1993-94 budget and for prior fiscal years.

<i>Fund Type</i> <i>Fund</i>	<i>Actual</i> <i>FY 90-91</i>	<i>Actual</i> <i>FY 91-92</i>	<i>Revised Budget</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<u>REVENUE AND RESERVE FUNDS</u>					
<i>Conventn. & Tourism</i>	1,108,455	1,220,179	1,255,701	1,388,676	1,388,676
<i>General Reserve</i>	20,716,124	22,832,107	22,793,837	24,772,207	23,177,207
<i>Transp. Reserve</i>	0	0	6,636,721	6,894,526	6,894,526
<i>Sewer Debt Proceeds</i>	53,151,127	29,141,457	98,251,949	31,001,000	0
<i>Total Revenue/Reserve</i>	74,975,706	53,193,743	128,938,208	64,056,409	31,460,409
<u>HISTORICAL FUNDS</u>					
<i>City Facilities Acq</i>	129,054	0	0	0	0
<i>St John Landfill</i>	991,568	0	0	0	0
<i>Perf Arts Constr</i>	119,543	0	0	0	0
<i>Parking Meter</i>	7,739,144	0	0	0	0
<i>State Rev. Sharing</i>	2,294,681	0	0	0	0
<i>State Tax Street</i>	22,547,384	0	0	0	0
<i>Street Light Replace</i>	715,883	0	0	0	0
<i>DCTU Benefits</i>	0	5,234,089	0	0	0
<i>Improvement Bond</i>	11,786,954	14,264,458	0	0	0
<i>NW Front Debt Svc</i>	15,077,300	15,470,000	0	0	0
<i>Trans. Construction</i>	14,034,192	3,668,532	0	0	0
<i>Total Historical Funds</i>	75,435,703	38,637,079	0	0	0
<u>TOTAL ALL FUNDS</u>	1,120,987,162	1,168,898,678	1,294,565,084	1,239,343,641	1,240,039,375

SUMMARY OF REVENUES BY FUND – FY 1993–94

Table 7

This table shows the revenue estimated to be received by each fund in FY 1993–94, grouped by major revenue types.

<i>Fund Type Fund</i>	<i>Property Taxes</i>	<i>Svc Charges & License/Permits</i>	<i>Other External Revenue</i>	<i>Interfund Revenue</i>	<i>Beginning Balance</i>	<i>Total Revenue</i>
<u>OPERATING FUNDS</u>						
<i>General Fund</i>	96,318,872	59,779,974	37,173,254	36,049,636	13,374,755	242,696,491
<i>Arena Operating</i>	0	150,000	0	500,000	0	650,000
<i>Assess Collection</i>	0	0	22,000	0	420,000	442,000
<i>Auto Port</i>	0	1,031,538	41,048	607,366	800,149	2,480,101
<i>Buildings</i>	0	7,560,100	679,776	2,246,929	5,410,718	15,897,523
<i>Cable</i>	0	0	4,524,127	176,541	0	4,700,668
<i>Econ Improvement Dist</i>	0	0	1,466,200	0	100,000	1,566,200
<i>Emerg Communications</i>	0	15,000	3,216,107	5,893,371	574,055	9,698,533
<i>Golf Operating</i>	0	4,449,500	111,061	35,305	2,776,519	7,372,385
<i>Hydropower</i>	0	0	409,500	77,500	103,000	590,000
<i>NW I-405 Recreation</i>	0	94,647	17,741	0	786,998	899,386
<i>Parking Facilities</i>	0	4,987,497	149,648	115,240	3,041,943	8,294,328
<i>Parks System Imprmt</i>	55,000	0	15,000	0	1,055,027	1,125,027
<i>PIR</i>	0	610,000	7,648	0	191,196	808,844
<i>Pub Safety Capital</i>	32,690	0	150,000	809,356	2,897,442	3,889,488
<i>Refuse Disposal</i>	0	2,482,881	5,939,000	52,050	1,070,775	9,544,706
<i>Sewer Operating</i>	0	73,528,251	667,779	101,833,686	8,906,456	184,936,172
<i>Street Lighting</i>	116,000	0	9,607	0	1,609,830	1,735,437
<i>Transportation</i>	0	10,693,895	47,457,991	31,251,526	9,485,592	98,889,004
<i>Water</i>	0	50,411,408	1,514,476	21,836,167	9,000,000	82,762,051
Total Operating Funds	96,522,562	215,794,691	103,571,963	201,484,673	61,604,455	678,978,344
<u>INTERNAL SERVICE FUNDS</u>						
<i>Communications Svcs</i>	0	216,200	4,104,000	6,056,735	2,200,000	12,576,935
<i>Computer Services</i>	0	0	374,462	3,955,393	200,326	4,530,181
<i>Facilities Svcs</i>	0	349,237	5,933,187	13,650,799	821,194	20,754,417
<i>Fleet Services</i>	0	5,000	512,000	14,163,325	1,721,705	16,402,030
<i>Health Insurance</i>	0	13,249,662	1,870,900	0	7,113,923	22,234,485
<i>Insurance & Claims</i>	0	0	205,443	3,488,126	4,160,848	7,854,417
<i>Justice Center</i>	0	0	0	0	0	0
<i>Printing & Distribution</i>	0	176,235	967,062	3,717,414	656,068	5,516,779
<i>Workers' Comp</i>	0	0	486,339	4,612,853	8,370,248	13,469,440
Total Internal Svc Funds	0	13,996,334	14,453,393	49,644,645	25,244,312	103,338,684
<u>AGENCY AND TRUST FUNDS</u>						
<i>Hydro Renew/Repl.</i>	0	0	295,600	0	6,517,800	6,813,400
<i>MC Econ Dev</i>	0	0	40,000	0	133,592	173,592
<i>Portld Parks Trusts</i>	0	489,000	44,390	0	1,220,129	1,753,519
<i>Public Art Trust</i>	0	0	673,500	72,925	110,000	856,425
<i>Sewer Rate Stabiliz</i>	0	0	236,674	7,869,638	1,444,562	9,550,874
<i>Sewer Revolving Loan</i>	0	0	0	2,000,000	0	2,000,000
<i>Sewer Safety Net</i>	0	0	3,182,500	0	0	3,182,500
<i>Sundry Trusts</i>	0	0	0	0	0	0
<i>Water Growth Impact</i>	0	0	40,481	0	1,012,024	1,052,505
Total Agency/Trust Funds	0	489,000	4,513,145	9,942,563	10,438,107	25,382,815

SUMMARY OF FUND EXPENSES – FY 1993–94

Table 8

This table summarizes the total expenses budgeted in each fund for FY 1993–94, showing not only direct bureau expenses but also fund-level requirements such as contingencies, interfund transfers, and ending balances. "Other Expenses" within the operating funds refers to increases in the inventory accounts; in other funds, "Other Expenses" refers to debt retirement.

<i>Fund Type Fund</i>	<i>Bureau Expenses</i>	<i>Cash Transfers To Other Funds</i>	<i>Contingency</i>	<i>Unapprop. Ending Bal.</i>	<i>Other Expenses</i>	<i>Total Fund Expenses</i>
<u>CONSTRUCTION FUNDS</u>						
<i>Arena Construction</i>	17,200,000	10,400,000	900,000	0	0	28,500,000
<i>LID</i>	5,514,803	175,219	4,866,928	0	3,500,000	14,056,950
<i>Sewer System</i>	3,400,000	98,120,028	4,549,648	0	0	106,069,676
<i>Water</i>	0	17,858,721	2,678,808	22,260,646	0	42,798,175
Total Construction Funds	26,114,803	126,553,968	12,995,384	22,260,646	3,500,000	191,424,801
<u>DEBT SERVICE FUNDS</u>						
<i>Airport Way</i>	1,499,468	0	0	0	475,000	1,974,468
<i>Arena Debt Service</i>	1,000,000	0	0	100,000	9,000,000	10,100,000
<i>Bancroft</i>	4,567,931	0	0	0	9,260,000	13,827,931
<i>Bonded Debt</i>	772,815	0	0	546,108	2,745,000	4,063,923
<i>Central Eastside</i>	80,000	0	0	203,884	953,216	1,237,100
<i>Convention Ctr</i>	440,000	0	0	42,639	5,060,000	5,542,639
<i>Downtown Parking</i>	0	0	0	0	0	0
<i>Golf Revenue</i>	122,009	0	0	250,320	190,000	562,329
<i>Hydropower</i>	3,171,076	0	0	5,221,524	1,866,000	10,258,600
<i>Intermediate Debt</i>	236,230	0	0	0	1,704,571	1,940,801
<i>Morrison Park East</i>	186,233	0	0	396,857	215,000	798,090
<i>Morrison Park West</i>	154,342	0	0	339,468	185,000	678,810
<i>Old Town Parking</i>	463,113	0	0	21,184	205,000	689,297
<i>PIR Bond</i>	8,850	0	0	0	120,000	128,850
<i>Sewer System Debt</i>	9,603,470	0	10,000	5,406,938	3,533,161	18,553,569
<i>St Johns Riverfront</i>	0	0	0	1,462	0	1,462
<i>Short Term Debt</i>	400,000	0	0	0	10,000,000	10,400,000
<i>South Park Renewal</i>	978,060	0	0	103,846	2,700,000	3,781,906
<i>Tennis Facilities</i>	4,875	0	0	35,862	30,000	70,737
<i>Wash. Cnty Supply</i>	1,045,720	0	0	2,242,202	610,000	3,897,922
<i>Water Bond Sinking</i>	4,981,654	0	0	823,850	5,006,785	10,812,289
<i>Waterfront Renewal</i>	3,050,961	0	0	10,277,399	3,234,000	16,562,360
Total Debt Svc Funds	32,766,807	0	10,000	26,013,543	57,092,733	115,883,083
<u>FEDERAL FUNDS</u>						
<i>Federal Grants</i>	3,855,000	11,414,318	0	0	0	15,269,318
<i>HOME Grant</i>	3,323,702	0	0	0	0	3,323,702
<i>Hsng & Comm Dev</i>	20,008,382	354,288	90,511	0	0	20,453,181
Total Federal Funds	27,187,084	11,768,606	90,511	0	0	39,046,201
<u>RETIREMENT FUNDS</u>						
<i>F & P Disab/Retire</i>	40,584,475	142,582	4,648,626	0	8,000,000	53,375,683
<i>FPDR Reserve</i>	0	750,000	0	0	0	750,000
<i>Supp Retire Prog Trst</i>	22,000	0	0	377,355	0	399,355
Total Retirement Funds	40,606,475	892,582	4,648,626	377,355	8,000,000	54,525,038

SUMMARY OF FUND EXPENSES – FY 1993–94

Table 8

This table summarizes the total expenses budgeted in each fund for FY 1993–94, showing not only direct bureau expenses but also fund-level requirements such as contingencies, interfund transfers, and ending balances. "Other Expenses" within the operating funds refers to increases in the inventory accounts; in other funds, "Other Expenses" refers to debt retirement.

<i>Fund Type</i> <i>Fund</i>	<i>Bureau</i> <i>Expenses</i>	<i>Cash Transfers</i> <i>To Other Funds</i>	<i>Contingency</i>	<i>Unapprop.</i> <i>Ending Bal.</i>	<i>Other</i> <i>Expenses</i>	<i>Total</i> <i>Fund Expenses</i>
REVENUE AND RESERVE FUNDS						
<i>Conventn. & Tourism</i>	1,383,276	5,400	0	0	0	1,388,676
<i>General Reserve</i>	0	0	23,177,207	0	0	23,177,207
<i>Transp. Reserve</i>	0	2,738,428	4,156,098	0	0	6,894,526
<i>Sewer Debt Proceeds</i>	0	0	0	0	0	0
Total Revenue/Reserve	1,383,276	2,743,828	27,333,305	0	0	31,460,409
Historical Funds						
<i>City Facilities Acq</i>	0	0	0	0	0	0
<i>St John Landfill</i>	0	0	0	0	0	0
<i>Perf Arts Constr</i>	0	0	0	0	0	0
<i>Parking Meter</i>	0	0	0	0	0	0
<i>State Rev. Sharing</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>DCTU Benefits</i>	0	0	0	0	0	0
<i>Improvement Bond</i>	0	0	0	0	0	0
<i>NW Front Debt Svc</i>	0	0	0	0	0	0
<i>Trans. Construction</i>	0	0	0	0	0	0
Total Historical Funds	0	0	0	0	0	0
TOTAL ALL FUNDS	745,220,600	238,106,388	126,323,613	57,960,542	72,428,232	1,240,039,375
ALL FUNDS:						
TOTAL BUDGET	745,220,600	238,106,388	126,323,613	57,960,542	72,428,232	1,240,039,375
<i>Less Interfund</i>						
<i>Transfers and</i>						
<i>Tax Anticip Notes</i>	93,549,481	238,106,388	0	0	18,000,000	349,655,869
NET BUDGET	651,671,119	0	126,323,613	57,960,542	54,428,232	890,383,506

SUMMARY OF BUREAU EXPENSES BY FUND – FY 1993–94

Table 9

This table summarizes the major types of expenses included in bureau budgets for FY 1993–94, by fund and by bureau. It does not include fund-level expenses such as contingencies or interfund transfers.

	<i>Personal Services</i>	<i>External Mtrls & Svcs</i>	<i>Internal Mtrls & Svcs</i>	<i>Capital Outlay</i>	<i>Equip. Cash Transfers</i>	<i>Total Bureau Expenses</i>
GENERAL FUND						
<i>City Attorney</i>	2,549,467	193,925	256,475	6,977	0	3,006,844
<i>City Auditor</i>	2,685,578	271,628	536,391	101,314	0	3,594,911
<i>Cable & Franchise Mgt</i>	332,544	695,140	191,506	0	0	1,219,190
<i>Comm #1, Public Affairs</i>	453,276	20,850	81,453	5,000	0	560,579
<i>Comm #2, Public Works</i>	448,800	23,000	71,477	4,000	0	547,277
<i>Comm #3, Public Util</i>	435,798	19,300	71,731	0	0	526,829
<i>Comm #4, Public Safety</i>	449,793	15,522	78,056	3,500	0	546,871
<i>Community Develop</i>	732,629	1,604,061	59,713	4,000	0	2,400,403
<i>Energy</i>	228,022	59,399	52,322	0	0	339,743
<i>Environ. Commission</i>	0	0	0	0	0	0
<i>Finance & Administration</i>	9,156,105	2,514,755	2,532,983	37,215	0	14,241,058
<i>Fire</i>	45,253,738	3,746,012	4,273,665	2,708,674	3,500	55,985,589
<i>General Services</i>	904,126	91,018	185,942	21,000	0	1,202,086
<i>Government Relations</i>	272,801	171,794	30,259	4,500	0	479,354
<i>Licenses</i>	1,351,294	39,272	330,741	0	0	1,721,307
<i>Mayor</i>	780,896	78,334	118,970	7,700	0	985,900
<i>Metro Arts</i>	457,608	539,865	79,295	3,500	0	1,080,268
<i>Metro Human Rights</i>	240,401	9,567	38,997	0	0	288,965
<i>Neighborhood Assns</i>	788,774	1,390,496	193,468	0	0	2,372,738
<i>Parks</i>	16,759,588	5,328,729	2,972,345	3,652,520	0	28,713,182
<i>Planning</i>	3,155,569	187,793	494,493	17,325	0	3,855,180
<i>Police</i>	59,900,973	3,757,920	15,979,093	677,266	437,542	80,752,794
<i>Purchasing</i>	792,090	63,588	196,799	6,000	0	1,058,477
<i>Special Appropriations</i>	331,746	12,007,228	144,692	0	0	12,483,666
Total General Fund	148,461,616	32,829,196	28,970,866	7,260,491	441,042	217,963,211
OPERATING FUNDS						
<i>General Fund</i>	148,461,616	32,829,196	28,970,866	7,260,491	441,042	217,963,211
OTHER OPERATING FUNDS						
<i>Assess. Collection</i>	0	12,000	54,087	0	0	66,087
<i>Arena Operating</i>	0	500,000	0	0	0	500,000
<i>Auto Port</i>	0	345,484	507,510	723,357	0	1,576,351
<i>Buildings</i>	8,768,070	927,227	1,507,072	100,000	40,000	11,342,369
<i>Cable</i>	0	1,410,688	230,704	3,000	0	1,644,392
<i>Econ Improve Dist</i>	0	1,566,200	0	0	0	1,566,200
<i>Emerg. Commun.</i>	6,526,117	221,103	1,343,763	350,000	56,000	8,496,983
<i>Golf</i>	1,855,215	1,032,187	820,380	1,276,885	0	4,984,667
<i>Hydropower</i>	184,300	107,000	143,935	0	0	435,235
<i>NW I-405 Rec</i>	0	844,628	50,622	0	0	895,250
<i>Parking Facilities</i>	0	2,277,293	622,738	204,142	0	3,104,173
<i>Parks System Imprmt</i>	0	0	172,769	0	0	172,769
<i>PIR</i>	277,358	122,261	63,031	52,000	0	514,650
<i>Pub. Safety Capital</i>	0	5,000	51,805	2,993,883	153,295	3,203,983
<i>Refuse Disposal</i>	591,808	2,450,214	529,126	4,982,000	0	8,553,148
<i>Sewer Operating</i>	22,648,988	26,817,823	21,145,515	69,684,694	34,500	140,331,520
<i>Street Lighting</i>	0	0	1,506,885	0	0	1,506,885
<i>Transportation</i>	39,138,091	25,809,708	11,886,852	7,917,181	48,000	84,799,832
<i>Water</i>	26,131,505	11,494,553	7,782,457	3,995,810	244,400	49,648,725
Total Operating Funds	106,121,452	75,943,369	48,419,251	92,282,952	576,195	323,343,219

SUMMARY OF BUREAU EXPENSES BY FUND – FY 1993–94

Table 9

This table summarizes the major types of expenses included in bureau budgets for FY 1993–94, by fund and by bureau. It does not include fund-level expenses such as contingencies or interfund transfers.

	Personal Services	External Mtrls & Svcs	Internal Mtrls & Svcs	Capital Outlay	Equip. Cash Transfers	Total Bureau Expenses
INTERNAL SERVICE FUNDS						
Communications						
Communications Svcs	1,066,972	2,436,131	640,453	415,070	0	4,558,626
Special Appropriation	67,411	67,300	156,994	5,321,347	0	5,613,052
Total Communications	1,134,383	2,503,431	797,447	5,736,417		10,171,678
Computer Services	0	42,408	3,569,665	381,384	0	3,993,457
Facilities Svcs	1,332,057	8,561,497	889,765	4,685,064	21,000	15,489,383
Fleet Services	3,734,000	3,813,679	1,135,012	4,955,070	318,994	13,956,755
Health Insurance	0	12,810,536	466,827	0	0	13,277,363
Insurance & Claims	0	2,016,914	1,423,846	0	0	3,440,760
Justice Center	0	0	0	0	0	0
Printing & Distrib	1,303,534	2,424,949	449,255	429,000	0	4,606,738
Workers' Comp	0	3,138,686	1,306,071	0	0	4,444,757
Total Internal Svc Funds	7,503,974	35,312,100	10,037,888	16,186,935	339,994	69,380,891
AGENCY AND TRUST FUNDS						
Hydro Renew/Repl.	0	0	0	0	0	0
Model Cities Dev	0	173,592	0	0	0	173,592
Portld Parks Trsts	0	144,900	371,483	15,935	0	532,318
Public Art Trust	0	500,000	86,424	0	0	586,424
Sewer Rate Stabiliz	0	0	0	0	0	0
Sewer Revolving Loan	0	2,000,000	0	0	0	2,000,000
Sewer Safety Net	0	3,182,500	0	0	0	3,182,500
Sundry Trusts	0	0	0	0	0	0
Water Growth Impct	0	0	0	0	0	0
Total Agency & Trust	0	6,000,992	457,907	15,935	0	6,474,834
CONSTRUCTION FUNDS						
Arena Construction	0	1,400,000	100,000	15,700,000	0	17,200,000
LID	0	375,000	1,643,803	3,496,000	0	5,514,803
Sewer System	0	3,400,000	0	0	0	3,400,000
Water	0	0	0	0	0	0
Total Construction Funds	0	5,175,000	1,743,803	19,196,000	0	26,114,803
DEBT SERVICE FUNDS						
Airport Way	0	1,499,468	0	0	0	1,499,468
Arena Debt Service	0	1,000,000	0	0	0	1,000,000
Bancroft	0	4,567,931	0	0	0	4,567,931
Bonded Debt	0	772,815	0	0	0	772,815
Central Eastside	0	80,000	0	0	0	80,000
Convention Ctr	0	440,000	0	0	0	440,000
Downtown Parking	0	0	0	0	0	0
Golf Revenue	0	122,009	0	0	0	122,009
Hydropower	0	3,171,076	0	0	0	3,171,076
Intermediate Debt	0	236,230	0	0	0	236,230
Morrison Park East	0	186,233	0	0	0	186,233
Morrison Park West	0	154,342	0	0	0	154,342

SUMMARY OF BUREAU EXPENSES BY FUND – FY 1993–94

Table 9

This table summarizes the major types of expenses included in bureau budgets for FY 1993–94, by fund and by bureau. It does not include fund-level expenses such as contingencies or interfund transfers.

	<i>Personal Services</i>	<i>External Mtrls & Svcs</i>	<i>Internal Mtrls & Svcs</i>	<i>Capital Outlay</i>	<i>Equip. Cash Transfers</i>	<i>Total Bureau Expenses</i>
<u>(DEBT SERVICE FUNDS CONT)</u>						
<i>Old Town Parking</i>	0	463,113	0	0	0	463,113
<i>PIR Bond</i>	0	8,850	0	0	0	8,850
<i>Sewer System Debt</i>	0	9,603,470	0	0	0	9,603,470
<i>St Johns Riverfront</i>	0	0	0	0	0	0
<i>Short Term Debt</i>	0	400,000	0	0	0	400,000
<i>South Park Renewal</i>	0	978,060	0	0	0	978,060
<i>Tennis Facilities</i>	0	4,875	0	0	0	4,875
<i>Wash. Cnty Supply</i>	0	1,045,720	0	0	0	1,045,720
<i>Water Bond Sinking</i>	0	4,981,654	0	0	0	4,981,654
<i>Waterfront Renewal</i>	0	3,050,961	0	0	0	3,050,961
<i>Total Debt Svc Funds</i>	0	32,766,807	0	0	0	32,766,807
<u>FEDERAL FUNDS</u>						
<i>Federal Grants</i>	0	3,855,000	0	0	0	3,855,000
<i>HOME Grant</i>	0	3,277,593	46,109	0	0	3,323,702
<i>Hsng & Comm Dev</i>	0	17,964,735	2,043,647	0	0	20,008,382
<i>Total Federal Funds</i>	0	25,097,328	2,089,756	0	0	27,187,084
<u>RETIREMENT FUNDS</u>						
<i>F & P Disab/Retire</i>	0	40,130,043	449,725	4,707	0	40,584,475
<i>FPDR Reserve</i>	0	0	0	0	0	0
<i>Supp Retire Prog Trst</i>	0	22,000	0	0	0	22,000
<i>Total Retirement Funds</i>	0	40,152,043	449,725	4,707	0	40,606,475
<u>REVENUE AND RESERVE FUNDS</u>						
<i>Conventn. & Tourism</i>	0	1,360,222	23,054	0	0	1,383,276
<i>General Reserve</i>	0	0	0	0	0	0
<i>Transp. Reserve</i>	0	0	0	0	0	0
<i>Sewer Debt Proceeds</i>	0	0	0	0	0	0
<i>Total Revenue/Reserve</i>	0	1,360,222	23,054	0	0	1,383,276
<u>Historical Funds</u>						
<i>City Facilities Acq</i>	0	0	0	0	0	0
<i>St John Landfill</i>	0	0	0	0	0	0
<i>Perf Arts Constr</i>	0	0	0	0	0	0
<i>Parking Meter</i>	0	0	0	0	0	0
<i>State Rev. Sharing</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>DCTU Benefits</i>	0	0	0	0	0	0
<i>Improvement Bond</i>	0	0	0	0	0	0
<i>NW Front Debt Svc</i>	0	0	0	0	0	0
<i>Trans. Construction</i>	0	0	0	0	0	0
<i>Total Historical Funds</i>	0	0	0	0	0	0

SUMMARY OF BUREAU EXPENSES BY FUND – FY 1993–94

Table 9

This table summarizes the major types of expenses included in bureau budgets for FY 1993–94, by fund and by bureau. It does not include fund–level expenses such as contingencies or interfund transfers.

	<i>Personal Services</i>	<i>External Mtrls & Svcs</i>	<i>Internal Mtrls & Svcs</i>	<i>Capital Outlay</i>	<i>Equip. Cash Transfers</i>	<i>Total Bureau Expenses</i>
TOTAL ALL FUNDS	262,087,042	254,637,057	92,192,250	134,947,020	1,357,231	745,220,600
ALL FUNDS:						
TOTAL BUDGET	262,087,042	254,637,057	92,192,250	134,947,020	1,357,231	745,220,600
<i>Less Interfund Transfers and Tax Anticip Notes</i>	0	0	92,192,250	0	1,357,231	93,549,481
NET BUREAU EXPENSES	262,087,042	254,637,057	0	134,947,020	0	651,671,119

SUMMARY OF BUREAU EXPENSES BY MANAGING AGENCY

Table 10

This table summarizes the budget according to which bureau is responsible for managing the various funds or appropriations. The name of the bureau is given first, then any subsidiary funds or special appropriations are listed.

Bureau/Fund	Revised 1992-93	Adopted 1993-94
Bureau of Buildings	10,460,477	11,342,369
<i>Office of Cable Communications & Franchise Mgt.</i>	880,105	1,219,190
<i>Cable Fund (Consolidated Cable Commission)</i>	0	1,644,392
<i>Total</i>	880,105	2,863,582
Office of City Attorney	2,869,328	3,006,844
<i>Office of City Auditor</i>	3,562,406	3,594,911
<i>Bancroft Bond Interest & Sinking</i>	1,701,007	4,567,931
<i>Economic Improvement District</i>	1,566,200	1,566,200
<i>Improve Bond Interest & Sinking</i>	0	0
<i>LID Construction</i>	5,335,887	5,514,803
<i>S/A EID Assessments</i>	30,975	31,010
<i>Total</i>	12,196,475	15,274,855
Bureau of Community Development	4,125,692	2,400,403
<i>Housing & Community Development</i>	30,034,818	20,008,382
<i>HOME Grant</i>	3,760,405	3,323,702
<i>S/A Elder Hope Interim Construction Loan</i>	0	1,595,000
<i>Total</i>	37,920,915	27,327,487
Office of Commissioner #1, Public Affairs	556,260	560,579
Office of Commissioner #2, Public Works	543,407	547,277
Office of Commissioner #3, Public Utilities	554,686	526,829
Office of Commissioner #4, Public Safety	543,386	546,871
<i>Model Cities Econ Development Trust</i>	93,054	173,592
<i>Public Safety Capital</i>	8,814,255	3,203,983
<i>S/A Fire Study</i>	160,597	0
<i>Total</i>	9,611,292	3,924,446
Bureau of Emergency Communications	8,642,727	8,496,983
Energy Office	510,960	339,743
<i>S/A Block by Block Weatherization</i>	172,822	148,296
<i>Total</i>	683,782	488,039
Environmental Commission	80,000	0
Bureau of Environmental Services	133,105,932	140,331,520
<i>Refuse Disposal</i>	2,152,913	8,553,148
<i>Sewer Debt Proceeds</i>	1,147,219	0
<i>Sewer Rate Stabilization</i>	0	0
<i>Sewer Safety Net</i>	1,127,500	3,182,500
<i>Sewer System Construction</i>	0	3,400,000
<i>Sewer System Debt Service</i>	5,383,664	9,603,470
<i>Sewer Revolving Loan</i>	0	2,000,000
<i>Total</i>	142,917,228	167,070,638

SUMMARY OF BUREAU EXPENSES BY MANAGING AGENCY

Table 10

This table summarizes the budget according to which bureau is responsible for managing the various funds or appropriations. The name of the bureau is given first, then any subsidiary funds or special appropriations are listed.

Bureau/Fund	Revised 1992-93	Adopted 1993-94
Office of Finance & Administration	14,297,066	14,241,058
<i>Computer Services</i>	3,557,735	3,993,457
<i>Health Insurance</i>	12,399,118	13,277,363
<i>Insurance & Claims</i>	3,451,559	3,440,760
<i>Workers' Compensation</i>	4,600,426	4,444,757
<i>S/A Affirmative Action</i>	89,780	0
<i>S/A IBIS Implementation</i>	248,894	261,059
Total	38,644,578	39,658,454
Misc. Financial – Managed by OF&A:		
<i>Airport Way Debt Service</i>	1,527,595	1,499,468
<i>Arena Construction</i>	0	17,200,000
<i>Arena Debt Service</i>	0	1,000,000
<i>Arena Operating</i>	0	500,000
<i>Assessment Collection</i>	66,546	66,087
<i>Bonded Debt Interest & Sinking</i>	909,935	772,815
<i>Central Eastside Debt Service</i>	67,500	80,000
<i>Convention Center Debt Service</i>	360,000	440,000
<i>Federal Grants</i>	1,129,004	3,855,000
<i>General Reserve</i>	0	0
<i>Intermediate Debt</i>	190,720	236,230
<i>St Johns Debt Service</i>	4,140	0
<i>Short Term Debt Interest & Sinking</i>	500,000	400,000
<i>South Park Renewal Debt Service</i>	988,490	978,060
<i>Sundry Trusts</i>	0	0
<i>Supplemental Retirement Program Trust</i>	22,000	22,000
<i>Waterfront Renewal Debt Service</i>	2,919,950	3,050,961
<i>S/A Compensation Adjustments</i>	4,790,323	5,680,128
<i>S/A Emergency Funds of Council</i>	7,000	7,000
<i>S/A Unemployment Insurance</i>	200,000	200,000
<i>S/A Urban Services Reserve (Police)</i>	0	0
<i>S/A Urban Services Reserve (Parks)</i>	0	0
<i>S/A Special Studies</i>	0	187,500
<i>S/A Regional Drug Initiative Federal Grant</i>	0	207,225
Total	13,683,203	36,382,474
Bureau of Fire, Rescue and Emerg. Services	55,033,366	55,985,589
Fire & Police Disability and Retirement	38,806,362	40,584,475
<i>FPDR Reserve</i>	0	0
Total	38,806,362	40,584,475

SUMMARY OF BUREAU EXPENSES BY MANAGING AGENCY

Table 10

This table summarizes the budget according to which bureau is responsible for managing the various funds or appropriations. The name of the bureau is given first, then any subsidiary funds or special appropriations are listed.

Bureau/Fund	Revised 1992-93	Adopted 1993-94
Bureau of General Services	1,240,034	1,202,086
<i>Communications Services</i>	4,128,787	4,558,626
<i>Communications Services Spec. Approp.</i>	8,106,641	5,613,052
<i>Auto Port</i>	791,830	1,576,351
<i>Downtown Parking Debt Service</i>	1,143	0
<i>S/A Downtown Services</i>	474,762	475,811
<i>Facilities Services</i>	13,409,274	15,489,383
<i>Fleet Services</i>	19,197,119	13,956,755
<i>Justice Center</i>	1,439,251	0
<i>Morrison Park E. Debt Service</i>	197,770	186,233
<i>Morrison Park W. Debt Service</i>	164,435	154,342
<i>NW I-405 Recreation</i>	139,422	895,250
<i>Old Town Parking Debt Service</i>	500,526	463,113
<i>Parking Facilities</i>	3,906,358	3,104,173
<i>Printing & Distribution Services</i>	4,743,922	4,606,738
Total	58,441,274	52,281,913
Office of Intergovernmental Affairs	496,887	479,354
Bureau of Licenses	1,652,556	1,721,307
<i>Convention & Tourism</i>	1,252,875	1,383,276
<i>S/A Business License Refunds</i>	1,409,662	1,494,176
<i>S/A Special Events/Film Coordination</i>	0	15,000
Total	4,315,093	4,613,759
Office of the Mayor	1,285,007	985,900
<i>S/A City Memberships & Dues</i>	350,270	353,371
<i>S/A Regional Drug Initiative</i>	30,000	30,000
<i>S/A Special Opportunity/Workforce Programs</i>	577,300	577,300
<i>S/A Management Council</i>	5,000	4,800
<i>S/A Art Incentive Fund/Challenge Grant</i>	0	250,000
<i>S/A Business Development</i>	0	472,074
<i>S/A Civil Rights Ordinance Enforcement</i>	0	35,000
<i>S/A Leaders Roundtable</i>	0	9,700
<i>S/A Employee Empowerment Fund</i>	0	50,000
<i>S/A Customer Survey</i>	0	50,000
<i>S/A Innovations Loan Program</i>	0	250,000
<i>S/A NE Workforce Center</i>	0	99,216
Total	2,247,577	3,167,361
Metropolitan Arts Commission	1,498,090	1,080,268
<i>Public Art Trust</i>	512,442	586,424
Total	2,010,532	1,666,692
Metro Human Rights Commission	267,284	288,965
Office of Neighborhood Associations	2,603,214	2,372,738
Bureau of Parks and Recreation	27,710,143	28,713,182
<i>Golf</i>	5,225,517	4,984,667

SUMMARY OF BUREAU EXPENSES BY MANAGING AGENCY

Table 10

This table summarizes the budget according to which bureau is responsible for managing the various funds or appropriations. The name of the bureau is given first, then any subsidiary funds or special appropriations are listed.

Bureau/Fund	Revised 1992-93	Adopted 1993-94
<i>Golf Revenue Debt Service</i>	131,881	122,009
<i>Parks System Improvements</i>	2,219,069	172,769
<i>Ptld International Raceway (PIR)</i>	522,148	514,650
<i>PIR Bonded Debt Service</i>	19,219	8,850
<i>Portland Parks Trusts</i>	615,265	532,318
<i>Tennis Facilities Debt Service</i>	6,663	4,875
Total	36,449,905	35,053,320
Bureau of Planning	3,855,418	3,855,180
Bureau of Police	76,361,072	80,752,794
Bureau of Purchasing	1,054,997	1,058,477
<i>Purchasing Stock Account</i>	19,926	0
Total	1,074,923	1,058,477
Office of Transportation	85,452,075	84,799,832
<i>Transportation Reserve</i>	0	0
<i>Street Lighting</i>	7,781,496	1,506,885
Total	93,233,571	86,306,717
Bureau of Water	54,640,305	49,648,725
<i>Washington County Supply Debt Svc</i>	1,064,063	1,045,720
<i>Water Bond Sinking</i>	3,788,462	4,981,654
<i>Water Construction</i>	0	0
<i>Water Growth Impact Trust</i>	0	0
<i>Hydropower Operating</i>	437,759	435,235
<i>Hydropower Renewal & Replacement</i>	0	0
<i>Hydropower Debt Service</i>	3,241,109	3,171,076
Total	63,171,698	59,282,410
ALL FUNDS - TOTAL BUREAU EXPENSES	718,612,639	745,220,600

Note: "Bureau expenses" 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 expenses (for example, if all of its appropriations consist of transfers to another fund), it is still included on the list in order to show which bureau is responsible for managing it.

APPROPRIATION SCHEDULE – 1993–94

Table 11

	Bureau Program Expenses	Fund Requirements				Total Appropriation
		Contingency	Interfund Cash Transfers	Debt Retirement	Inventory Increases	
GENERAL FUND						
Office of the City Attorney	3,006,844	0	0	0	0	3,006,844
Office of the City Auditor	3,594,911	0	0	0	0	3,594,911
Office of Cable & Franchise Mgmt	1,219,190	0	0	0	0	1,219,190
Office of Comm #1 – Public Utilities	560,579	0	0	0	0	560,579
Office of Comm #2 – Public Works	547,277	0	0	0	0	547,277
Office of Comm #3 – Public Affairs	526,829	0	0	0	0	526,829
Office of Comm #4 – Public Safety	546,871	0	0	0	0	546,871
Bureau of Community Development	2,400,403	0	0	0	0	2,400,403
Energy Office	339,743	0	0	0	0	339,743
Office of Finance & Administration	14,241,058	0	0	0	0	14,241,058
Bureau of Fire, Rescue, and Emerg Svcs	55,985,589	0	0	0	0	55,985,589
Bureau of General Services	1,202,086	0	0	0	0	1,202,086
Office of Government Relations	479,354	0	0	0	0	479,354
Bureau of Licenses	1,721,307	0	0	0	0	1,721,307
Office of the Mayor	985,900	0	0	0	0	985,900
Metropolitan Arts Commission	1,080,268	0	0	0	0	1,080,268
Metropolitan Human Rights Commission	288,965	0	0	0	0	288,965
Office of Neighborhood Associations	2,372,738	0	0	0	0	2,372,738
Bureau of Parks and Recreation	28,713,182	0	0	0	0	28,713,182
Bureau of Planning	3,855,180	0	0	0	0	3,855,180
Bureau of Police	80,752,794	0	0	0	0	80,752,794
Bureau of Purchases and Stores	1,058,477	0	0	0	0	1,058,477
Total General Fund Bureaus	205,479,545	0	0	0	0	205,479,545
Special Appropriations						
Public Safety						
Regional Drug Initiative	30,000	0	0	0	0	30,000
Civil Rights Ordinance Enforcement	35,000	0	0	0	0	35,000
Parks, Recreation & Culture						
Art Incentive Fund/Challenge Grant	250,000	0	0	0	0	250,000
Community Development						
Econ Impr District (EID) Assmnts	31,010	0	0	0	0	31,010
Block-by-Block Weatherization	148,296	0	0	0	0	148,296
Business Development (PDC)	472,074	0	0	0	0	472,074
Downtown Services	475,811	0	0	0	0	475,811
Special Opportunity/Workforce	577,300	0	0	0	0	577,300
Northeast Workforce Center	99,216	0	0	0	0	99,216
ElderHope Interim Construction Loan	1,595,000	0	0	0	0	1,595,000
Legislative/Administrative						
Management Council	4,800	0	0	0	0	4,800
Emergency Funds of Council	7,000	0	0	0	0	7,000
Leaders Roundtable	9,700	0	0	0	0	9,700
Special Events/Film Coordination	15,000	0	0	0	0	15,000
Employee Empowerment Fund	50,000	0	0	0	0	50,000
Customer Survey	50,000	0	0	0	0	50,000
Special Studies	187,500	0	0	0	0	187,500
Unemployment Insurance	200,000	0	0	0	0	200,000
Regional Drug Initiative Federal Grant	207,225	0	0	0	0	207,225
Innovations Loan Program	250,000	0	0	0	0	250,000
IBIS Implementation	261,059	0	0	0	0	261,059
City Memberships & Dues	353,371	0	0	0	0	353,371
Business License Refunds	1,494,176	0	0	0	0	1,494,176
Compensation Adjustments	5,680,128	0	0	0	0	5,680,128
Total Special Appropriations	12,483,666	0	0	0	0	12,483,666
Fund Requirements	0	6,773,932	17,899,348	0	60,000	24,733,280
TOTAL GENERAL FUND	217,963,211	6,773,932	17,899,348	0	60,000	242,696,491

APPROPRIATION SCHEDULE – 1993–94

Table 11

	Bureau Program Expenses	Fund Requirements				Total Appropriation
		Contingency	Interfund Cash Transfers	Debt Retirement	Inventory Increases	
OTHER FUNDS						
Assessment Collection	66,087	373,154	2,759	0	0	442,000
Arena Operating	500,000	50,000	0	0	0	550,000
Auto Port	1,576,351	443,920	335,567	124,263	0	2,480,101
Buildings Operating	11,342,369	1,323,130	462,983	0	0	13,128,482
Cable	1,644,392	3,034,258	22,018	0	0	4,700,668
Economic Improvement District	1,566,200	0	0	0	0	1,566,200
Emergency Communications	8,496,983	961,074	240,476	0	0	9,698,533
Golf	4,984,667	1,922,844	464,874	0	0	7,372,385
Hydroelectric Power	435,235	105,427	49,338	0	0	590,000
NW I-405 Recreation	895,250	0	4,136	0	0	899,386
Parking Facilities	3,104,173	3,622,716	1,567,439	0	0	8,294,328
Parks System Improvements	172,769	940,800	11,458	0	0	1,125,027
Portland International Raceway	514,650	244,945	49,249	0	0	808,844
Public Safety Capital	3,203,983	659,595	25,910	0	0	3,889,488
Refuse Disposal	8,553,148	227,705	248,853	0	0	9,029,706
Sewer Operating	140,331,520	4,751,453	35,853,199	0	0	180,936,172
Street Lighting	1,506,885	179,658	48,894	0	0	1,735,437
Transportation	84,799,832	7,852,884	6,136,288	0	100,000	98,889,004
Water	49,648,725	7,898,786	25,174,540	0	40,000	82,762,051
Communications						
Communications Svcs	4,558,626	530,123	1,023,134	415,000	0	6,526,883
Special Appropriation	5,613,052	0	0	287,000	0	5,900,052
Total Communications	10,171,678	530,123	1,023,134	702,000	0	12,426,935
Computer Services	3,993,457	240,270	64,209	232,245	0	4,530,181
Facilities Services	15,489,383	2,489,270	381,773	2,393,991	0	20,754,417
Fleet Services	13,956,755	1,027,671	534,604	183,000	0	15,702,030
Health Insurance	13,277,363	8,880,606	76,516	0	0	22,234,485
Insurance & Claims	3,440,760	4,322,452	91,205	0	0	7,854,417
Printing & Distribution	4,606,738	740,474	169,567	0	0	5,516,779
Workers' Compensation	4,444,757	8,905,616	119,067	0	0	13,469,440
Hydro Power Renewal & Replacement	0	6,723,400	90,000	0	0	6,813,400
Model Cities Econ. Development Trust	173,592	0	0	0	0	173,592
Portland Parks Trusts	532,318	1,198,749	0	0	0	1,731,067
Public Art Trust	586,424	270,001	0	0	0	856,425
Sewer Rate Stabilization	0	4,550,874	5,000,000	0	0	9,550,874
Sewer Revolving Loan	2,000,000	0	0	0	0	2,000,000
Sewer Safety Net	3,182,500	0	0	0	0	3,182,500
Water Growth Impact	0	0	0	0	0	0
Arena Construction	17,200,000	900,000	10,400,000	0	0	28,500,000
LID Construction	5,514,803	4,866,928	175,219	3,500,000	0	14,056,950
Sewer System Construction	3,400,000	4,549,648	98,120,028	0	0	106,069,676
Water Construction	0	2,678,808	17,858,721	0	0	20,537,529
Airport Way Debt Service	1,499,468	0	0	475,000	0	1,974,468
Arena Debt Service	1,000,000	0	0	9,000,000	0	10,000,000
Bancroft Bond Interest & Sinking	4,567,931	0	0	9,260,000	0	13,827,931
Bonded Debt Interest & Sinking	772,815	0	0	2,745,000	0	3,517,815
Central Eastside Debt Service	80,000	0	0	953,216	0	1,033,216
Convention Center Area Debt Service	440,000	0	0	5,060,000	0	5,500,000
Golf Revenue Bond Redemption	122,009	0	0	190,000	0	312,009
Hydropower Bond Redemption	3,171,076	0	0	1,866,000	0	5,037,076
Intermediate Debt Service	236,230	0	0	1,704,571	0	1,940,801
Morrison Park East Bond Redemption	186,233	0	0	215,000	0	401,233
Morrison Park West Bond Redemption	154,342	0	0	185,000	0	339,342
Old Town Parking Bond Redemption	463,113	0	0	205,000	0	668,113
PIR Bond Redemption	8,850	0	0	120,000	0	128,850
Sewer System Debt Redemption	9,603,470	10,000	0	3,533,161	0	13,146,631
OTHER FUNDS, continued						

APPROPRIATION SCHEDULE – 1993–94

Table 11

	Bureau Program Expenses	Fund Requirements				Total Appropriation
		Contingency	Interfund Cash Transfers	Debt Retirement	Inventory Increases	
St Johns Riverfront Bond Redemption	0	0	0	0	0	0
Short Term Debt Interest & Sinking	400,000	0	0	10,000,000	0	10,400,000
South Park Renewal Debt Service	978,060	0	0	2,700,000	0	3,678,060
Tennis Facilities Bond Redemption	4,875	0	0	30,000	0	34,875
Washington County Supply Bond Redemp.	1,045,720	0	0	610,000	0	1,655,720
Water Bond Sinking	4,981,654	0	0	5,006,785	0	9,988,439
Waterfront Renewal Bond Sinking	3,050,961	0	0	3,234,000	0	6,284,961
Federal and State Grants	3,855,000	0	11,414,318	0	0	15,269,318
HOME Grant	3,323,702	0	0	0	0	3,323,702
Housing & Community Development	20,008,382	90,511	354,288	0	0	20,453,181
Fire & Police Disability & Retirement	40,584,475	4,648,626	142,582	8,000,000	0	53,375,683
Fire & Police Disability & Retire. Reserve	0	0	750,000	0	0	750,000
Supplemental Retirement Program Trust	22,000	0	0	0	0	22,000
Convention & Tourism	1,383,276	0	5,400	0	0	1,388,676
General Reserve	0	23,177,207	0	0	0	23,177,207
Transportation Reserve	0	4,156,098	2,738,428	0	0	6,894,526
TOTAL APPROPRIATIONS – ALL FUNDS	745,220,600	126,323,613	238,106,388	72,228,232	200,000	1,182,078,833
Plus: Unappropriated Reserves and Ending Balances						57,960,542
TOTAL CITY REQUIREMENTS						1,240,039,375

GENERAL FUND (101)

FUND SUMMARY – Table 12

	<i>Actual FY 1990-91</i>	<i>Actual FY 1991-92</i>	<i>Revised Budget FY 1992-93</i>	<i>Proposed FY 1993-94</i>	<i>Adopted FY 1993-94</i>
RESOURCES					
External Revenue					
Property Taxes					
<i>Current Year Taxes</i>	83,952,436	74,305,680	81,555,287	91,556,265	91,556,265
<i>Prior Years Taxes</i>	4,273,514	4,677,917	3,535,525	4,392,235	4,392,235
<i>Payment in Lieu of Taxes</i>	494,192	409,132	355,569	370,372	370,372
	88,720,142	79,392,729	85,446,381	96,318,872	96,318,872
Other Taxes					
<i>Lodging Tax</i>	5,466,850	6,070,220	6,215,314	6,716,736	6,716,736
Licenses & Permits					
<i>Business Licenses</i>	21,817,433	24,025,848	24,889,694	26,982,788	26,982,788
<i>Public Util License-External</i>	24,346,435	24,077,287	25,064,225	25,338,480	25,338,480
<i>Construction Permits</i>	0	53,349	150,000	355,769	355,769
<i>Other Permits</i>	804,886	1,185,159	1,120,236	1,420,008	1,420,008
	46,968,754	49,341,643	51,224,155	54,097,045	54,097,045
Service Charges & Fees					
<i>Parking Fees</i>	6,872	1,593	8,000	0	0
<i>Park & Recreation Fees</i>	2,395,499	2,965,375	3,051,180	3,592,371	3,592,371
<i>Concessions</i>	1,290	897	2,000	3,200	3,200
<i>Rents & Reimbursements</i>	368,323	479,509	297,092	387,051	387,051
<i>Miscellaneous</i>	1,145,869	1,403,592	1,367,563	1,700,307	1,700,307
	3,917,853	4,850,966	4,725,835	5,682,929	5,682,929
State Sources					
<i>State Shared Revenue</i>	4,195,312	7,371,893	7,578,056	7,370,565	7,370,565
<i>State Cost Sharing</i>	20,276	0	1,191	0	0
	4,215,588	7,371,893	7,579,247	7,370,565	7,370,565
Local Government Sources					
<i>Local Shared Revenue</i>	629,765	873,205	988,585	917,034	917,034
<i>Locally Admin Fed Funds</i>	71,407	39,253	50,000	0	0
<i>Overhead Charge-PDC</i>	299,701	477,067	351,446	178,877	178,877
<i>Multnomah Co Cost Sharing</i>	896,401	1,096,113	803,866	781,884	781,884
<i>Local Cost Sharing</i>	8,688,658	6,024,720	6,899,370	5,321,950	5,288,649
	10,585,932	8,510,358	9,093,267	7,199,745	7,166,444
Miscellaneous Revenues					
<i>Sales of Equipment/Assets</i>	42,371	14,077	0	21,000	21,000
<i>Sales-Miscellaneous</i>	204,340	146,799	140,958	104,341	104,341
<i>Refunds</i>	85,239	77,305	98,500	589,910	589,910
<i>Interest on Investments</i>	1,623,094	1,453,396	1,473,670	1,330,052	1,330,052
<i>Private Grants & Donations</i>	32,050	29,021	47,500	0	0
<i>Bond and Note Sales</i>	10,009,600	1,376,322	9,381,085	10,813,530	10,813,530
<i>Other Misc Revenues</i>	1,545,058	1,454,946	4,298,257	3,022,200	3,060,676
	13,541,752	4,551,866	15,439,970	15,881,033	15,919,509
Total External Revenue	173,416,871	160,089,675	179,724,169	193,266,925	193,272,100

City of Portland, Oregon – FY 1993-94 Adopted Budget

GENERAL FUND (101)

FUND SUMMARY – Table 12

	Actual FY 1990-91	Actual FY 1991-92	Revised Budget FY 1992-93	Proposed FY 1993-94	Adopted FY 1993-94
RESOURCES					
Interfund Cash Transfers					
Overhead					
Assessment Collection	6,010	8,991	1,327	2,759	2,759
Buildings	489,398	422,582	481,999	462,983	462,983
Auto Port Operating	12,600	14,479	13,650	14,200	14,200
Cable	0	0	0	22,018	22,018
Communications Svcs	145,259	165,022	148,921	213,778	213,778
Computer Services	0	0	36,110	58,945	58,945
Convention & Tourism	6,879	13,171	2,826	5,400	5,400
Emergency Communications	142,409	200,063	189,265	240,476	240,476
Facilities Services	70,000	164,585	257,425	336,154	336,154
Fire/Police Disab/Retire	24,477	92,129	61,597	142,582	142,582
Fleet Services	321,781	413,921	404,251	534,604	534,604
Golf	101,369	164,767	112,194	144,874	144,874
Health Insurance	41,650	112,871	83,975	76,516	76,516
Hydropower Operating	47,243	110,598	40,775	49,338	49,338
Insurance & Claims	141,931	91,642	59,777	91,205	91,205
Justice Center	20,802	27,377	12,470	0	0
LID Construction	0	0	72,482	175,219	175,219
NW I-405 Recreation	11,336	10,985	6,094	4,136	4,136
Parking Facilities	23,075	83,533	69,929	73,499	73,499
Parks System Improvements	10,000	33,982	30,103	11,458	11,458
Portland Intl Raceway	23,847	56,954	36,680	49,249	49,249
Printing/Distribution	120,935	180,170	172,273	169,567	169,567
Public Safety Capital	7,205	39,880	35,932	25,910	25,910
Refuse Disposal	13,403	58,118	63,538	84,353	84,353
Sewer Construction	85,922	0	0	0	0
Sewer Operating	1,357,112	1,782,841	1,936,883	2,208,016	2,208,016
Street Lighting	44,720	122,313	104,670	48,894	48,894
Street Lighting Capital Repl.	4,886	0	0	0	0
St Johns Landfill End Use	5,265	0	0	0	0
Transportation Operating	2,381,332	2,414,264	2,257,815	2,524,222	2,524,222
Water Operating	1,395,381	1,583,731	1,730,883	1,661,549	1,661,549
Workers' Compensation	55,209	100,239	89,448	119,067	119,067
	7,111,436	8,469,208	8,513,292	9,550,971	9,550,971
Utility License Fees-Internal					
Water Operating	2,548,500	2,656,983	2,807,548	3,064,950	3,000,491
Sewer Operating	2,661,249	3,264,454	4,371,131	4,536,539	4,536,539
	5,209,749	5,921,437	7,178,679	7,601,489	7,537,030
Miscellaneous Cash Transfers					
Parking Facil-Tax Offset	206,073	122,526	119,852	121,440	121,440
Auto Port-Tax Offset	37,062	28,213	33,009	32,674	32,674
Refuse Disp-Bus Lic Offset	0	45,260	65,000	37,000	37,000
HCD-Indirect	207,313	203,690	242,898	225,247	225,247
Federal Grants-Indirect	55,475	75,852	83,225	39,843	39,843
Federal Grants-Direct	1,476,773	1,556,843	2,072,890	2,877,539	2,877,539
State Revenue Sharing	1,980,780	0	0	0	0
General Reserve	0	1,100,000	1,100,000	0	0

	Actual FY 1990-91	Actual FY 1991-92	Revised Budget FY 1992-93	Proposed FY 1993-94	Adopted FY 1993-94
RESOURCES					
<i>Miscellaneous Cash Transfers, continued</i>					
Fleet Operating	105,000	3,118	0	0	0
Printing & Distribution	0	1,299	0	189,281	0
Communications	0	780	0	0	0
Insurance & Claims	0	2,079	0	0	0
Workers' Compensation	0	2,339	0	0	0
Facilities Services	0	1,559	0	133,425	0
Sewer Operating	100,808	25,752	0	0	0
Water Operating	0	24,945	0	0	0
Transportation Operating	0	77,024	0	0	0
Emergency Communications	0	5,197	0	0	0
Buildings	0	4,677	0	0	0
Golf	0	520	0	0	0
PIR	0	780	0	0	0
	4,169,284	3,282,453	3,716,874	3,656,449	3,333,743
<i>Interfund Service Reimbursements</i>					
Assessment Collection	44,009	48,159	52,476	54,087	54,087
Buildings	95,861	126,004	130,632	136,602	136,602
Auto Port	33,377	29,461	31,192	40,887	40,446
Cable	0	0	0	200,889	200,889
Emergency Communications	5,367	356	0	0	0
Convention & Tourism	19,591	22,991	22,991	23,054	23,054
Golf	178,672	242,738	540,808	596,534	584,512
Housing/Community Develop.	1,030,525	1,120,580	1,268,190	1,387,898	1,385,498
HOME Grant	0	0	0		46,109
Hydropower Operating	5,675	6,233	6,000	6,300	23,616
NW I-405 Recreation	1,854	6,771	7,011	6,000	6,000
Parking Facilities	76,026	73,361	79,341	106,149	105,520
Parks System Improvements	158,090	266,015	405,082	172,769	172,769
Portland Intl Raceway	10,199	53,780	26,862	16,639	16,639
Public Arts Trust	35,833	42,112	82,364	86,424	86,424
Refuse Disposal	61,983	30,000	42,500	57,600	57,600
Sewer Operating	621,027	841,157	1,142,373	1,152,581	1,228,907
Transportation Operating	1,073,171	2,889,710	2,323,197	1,529,844	1,598,173
Water Operating	1,034,519	260,911	436,306	369,640	431,157
LID Construction	628,178	639,910	792,533	848,967	831,764
Portland Parks Trust	92,858	276,723	436,465	313,178	346,178
Fire/Police Disab/Retire	234,278	344,777	366,664	394,363	390,899
Computer Services	0	3,077,745	3,153,704	3,184,285	3,178,491
Printing/Distribution	289,165	247,767	249,913	185,587	185,587
Communications Svcs	238,987	238,309	292,520	269,318	269,020
Communications S/A	0	4,055	3,400	0	0
Facilities Services	225,418	347,380	429,355	497,611	494,846
Fleet Services	277,196	221,955	277,191	253,811	253,561
Health Insurance	361,687	318,999	480,418	470,034	466,827
Insurance & Claims	1,152,789	1,260,058	1,396,978	1,427,160	1,423,846
Justice Center	38,023	13,736	12,993	0	0
Workers' Compensation	836,315	1,019,168	1,334,759	1,294,385	1,306,071

GENERAL FUND (101)

FUND SUMMARY – Table 12

	Actual FY 1990–91	Actual FY 1991–92	Revised Budget FY 1992–93	Proposed FY 1993–94	Adopted FY 1993–94
	8,860,673	14,070,921	15,824,218	15,082,596	15,345,092
RESOURCES					
<i>Intrafund Svc Reimbursemts</i>	2,175,865	334,440	545,379	254,650	282,800
<i>Transfer–Residual Fund Equity</i>					
<i>E/R Rec. Memorial Coliseum</i>	(119,401)	0	0	0	0
<i>E/R Rec. Perform. Arts Constr.</i>	119,543	0	0	0	0
<i>State Revenue Sharing</i>	313,901	0	0	0	0
	314,043	0	0	0	0
<i>Beginning Fund Balance</i>					
<i>Unencumbered (Discretionary)</i>	11,198,553	13,808,495	9,763,912	8,848,094	9,947,329
<i>Encumbered</i>	2,007,198	1,831,607	2,315,430	3,427,426	3,427,426
	13,205,751	15,640,102	12,079,342	12,275,520	13,374,755
TOTAL RESOURCES	214,463,672	207,808,236	227,581,953	241,688,600	242,696,491
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Services</i>	129,180,580	134,549,165	140,580,689	147,391,765	148,461,616
<i>External Materials & Svcs.</i>	20,821,505	21,528,450	32,813,502	31,895,301	32,829,196
<i>Internal Materials & Svcs.</i>					
<i>Auto Port</i>	40,528	234,736	227,880	246,000	246,000
<i>Buildings</i>	1,000	1,000	1,000	1,000	1,000
<i>Cable</i>	0	0	0	176,541	176,541
<i>Emergency Communications</i>	4,276,888	5,108,696	5,851,207	5,893,371	5,893,371
<i>Parks System Improvements</i>	0	36,827	0	0	0
<i>Sewer Operating</i>	372	2,247	0	0	0
<i>Transportation Operating</i>	125,534	136,106	43,400	130,215	130,215
<i>Water Operating</i>	22,649	69,614	19,925	18,500	18,500
<i>Computer Services</i>	0	2,063,181	2,264,343	2,192,320	2,192,320
<i>Printing/Distribution</i>	1,778,419	1,793,181	1,843,717	1,809,931	1,619,674
<i>Intermediate Debt Fund</i>	1,375,902	1,354,392	891,115	1,422,867	1,422,867
<i>Communications Svcs</i>	2,065,701	2,108,644	2,307,520	2,700,848	2,705,793
<i>Fleet Services</i>	4,538,288	4,324,244	5,001,529	4,928,740	4,902,466
<i>Insurance & Claims</i>	1,736,686	1,694,226	2,162,568	2,120,058	2,120,303
<i>Justice Center</i>	2,135,371	2,718,869	2,389,880	0	0
<i>Facilities Services</i>	2,416,218	2,591,970	3,301,405	5,765,745	5,703,058
<i>Workers' Compensation</i>	1,636,034	1,527,117	1,654,848	1,555,221	1,555,958
<i>Same Fund</i>	2,176,223	334,441	501,057	254,650	282,800
	24,325,813	26,099,491	28,461,394	29,216,007	28,970,866
<i>Capital Outlay</i>	1,818,407	4,484,871	7,066,480	6,581,011	7,260,491
<i>Equipment Cash Transfers</i>					
<i>Printing/Distribution</i>	31,323	13,390	15,100	9,000	9,000
<i>Communications Services</i>	188,125	44,847	96,203	83,170	115,670
<i>Fleet Services</i>	268,119	137,372	367,950	170,000	230,000
<i>Facilities</i>	0	467,600	747,354	86,372	86,372
	487,567	663,209	1,226,607	348,542	441,042
Total Bureau Expenses	176,633,872	187,325,186	210,148,672	215,432,626	217,963,211

GENERAL FUND (101)

FUND SUMMARY – Table 12

	Actual FY 1990-91	Actual FY 1991-92	Revised Budget FY 1992-93	Proposed FY 1993-94	Adopted FY 1993-94
REQUIREMENTS					
Fund-Level Requirements					
Contingency					
Gen. Operating Contingency	0	0	4,987,620	3,300,000	3,346,506
Encumbrance Carryover	0	0	0	3,427,426	3,427,426
	0	0	4,987,620	6,727,426	6,773,932
Fund-Level Cash Transfers					
NW I-405 Recreation	0	80,195	0	0	0
Tennis Debt Redemption	17,303	33,288	19,385	33,684	33,684
Transportation	3,460,805	1,751,600	2,010,077	3,389,972	3,389,972
Short-term Debt Sinking	10,000,000	0	7,954,850	10,000,000	10,000,000
Bonded Debt Int. & Sinking	0	1,180	0	0	0
Public Safety Capital	0	4,988,528	0	0	0
Printing/Distribution	19,573	10,000	10,000	0	0
Public Arts Trust	0	0	0	22,306	22,306
Buildings	1,240,348	1,117,002	1,174,461	1,083,232	1,109,032
Facilities Services	965,529	675,969	293,034	2,761,645	2,761,645
Fleet Services	13,239	0	98,208	54,909	54,909
Water Construction	123,785	41,000	0	0	0
Parking Facilities	15,000	15,000	15,000	15,000	15,000
General Reserve	6,334,116	0	594,646	2,095,000	500,000
Communications	0	0	146,000	0	0
Computer Services	0	0	70,000	12,800	12,800
	22,189,698	8,713,762	12,385,661	19,468,548	17,899,348
Other Requirements					
Increase in Stores Inventory	0	0	60,000	60,000	60,000
Ending Fund Balance	15,640,102	11,769,288	0	0	0
Total Fund-Level Requirements.	37,829,800	20,483,050	17,433,281	26,255,974	24,733,280
TOTAL REQUIREMENTS	214,463,672	207,808,236	227,581,953	241,688,600	242,696,491

GENERAL RESERVE FUND (202)

FUND SUMMARY – Table 13

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>External Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	\$1,229,724	\$2,115,983	\$1,191,604	\$817,646	\$817,646
<i>Total External Revenue</i>	1,229,724	2,115,983	1,191,604	817,646	817,646
<i>Interfund Cash Transfer</i>					
<i>General</i>	6,334,116	0	594,646	2,095,000	500,000
<i>Beginning Fund Balance</i>	13,152,284	20,716,124	21,007,587	21,859,561	21,859,561
<u>TOTAL RESOURCES</u>	<u>\$20,716,124</u>	<u>\$22,832,107</u>	<u>\$22,793,837</u>	<u>\$24,772,207</u>	<u>\$23,177,207</u>
<u>REQUIREMENTS – AU 295</u>					
<i>General Operating Contingency</i>	\$0	\$0	\$21,693,837	\$24,772,207	\$23,177,207
<i>Interfund Cash Transfers</i>					
<i>General</i>	0	1,100,000	1,100,000	0	0
<i>Unappropriated Ending Balance</i>	20,716,124	21,732,107	0	0	0
<u>TOTAL REQUIREMENTS</u>	<u>\$20,716,124</u>	<u>\$22,832,107</u>	<u>\$22,793,837</u>	<u>\$24,772,207</u>	<u>\$23,177,207</u>

The General Reserve Fund was created in FY 1987-88 for the purpose of building a reserve for the General Fund. It is the established objective of the Council to maintain a reserve level equivalent to 10% of General Fund resources. A General Reserve Fund Use Policy was adopted in May 1990 by City Council. That Policy sets forth the conditions under which reserves may be used. The Policy defines the first five percent reserve as an "emergency reserve" available to fund major one-time, emergency, unanticipated expenditure requirements or offset unanticipated revenue fluctuations occurring within a fiscal year. The second five percent reserve is defined as a "countercyclical reserve" available to either maintain General Fund current service level programs or to adjust expenditure growth to match slower revenue growth during the first 18 to 24 months of a recession. The reserve fund is expected to remain at the full 10% level during FY 1993-94.

The FY 1993-94 Adopted Budget is \$1,595,000 less than originally proposed. These funds will be used to fund a Special Appropriation for an interim construction loan to the Elder Hope Housing Project.

TAX LEVY COMPUTATION

Table 14

This table shows the calculation of the City's property tax levies in a format prescribed by State Law. The table also shows that no increment collection will be certified for the City's urban renewal districts.

With the defeat of the statewide measure which would have allowed local voters to exempt tax increment from the \$10.00 property tax rate limit established by Measure 5, the tax increment levies will be reduced to zero rather than subject the City's other levies -- along with Multnomah County, Port, and Metro levies -- to further loss from Measure 5.

TAXES TO BE LEVIED	Total	General	Bonded Debt	Fire & Police, Disability & Retirement
<i>Fiscal Year 1993-94:</i>				
Total Budget Requirements	\$300,136,097	\$242,696,491	\$4,063,923	\$53,375,683
Less: Budgeted Resources,				
Except Taxes To Be Levied	(167,701,953)	(151,140,226)	(801,636)	(15,760,091)
Equals: Taxes Needed To Balance	\$132,434,144	\$91,556,265	\$3,262,287	\$37,615,592
Add: Taxes Estimated Not To Be Received During Ensuing Year Due To:				
Delinquency & Discount	11,784,856	8,181,909	287,536	3,315,411
Measure 5 Compression	12,750,818	9,037,706	0	3,713,112
Total Taxes To Be Levied	\$156,969,818	\$108,775,880	\$3,549,823	\$44,644,115
Legal Basis of Taxes To Be Levied				
Within 6%	\$108,775,880	\$108,775,880	\$0	\$0
Outside 6%	44,644,115	0	0	44,644,115
Not Subject to 6% Limitation	3,549,823	0	3,549,823	0
Total Taxes To Be Levied	\$156,969,818	\$108,775,880	\$3,549,823	\$44,644,115

Fiscal Year 1992-93:

Total Budget Requirements	\$272,260,604	\$227,398,019	\$4,063,923	\$40,798,662
Less: Budgeted Resources,				
Except Taxes To Be Levied	(153,771,020)	(146,537,882)	(801,636)	(6,431,502)
Equals: Taxes Needed To Balance	\$118,489,584	\$80,860,137	\$3,262,287	\$34,367,160
Add: Taxes Estimated Not To Be Received During Ensuing Year Due To:				
Delinquency & Discount	\$10,904,377	7,520,803	293,339	3,090,235
Measure 5 Compression	\$18,815,644	13,203,777	0	5,611,867
Total Taxes To Be Levied	\$148,209,605	\$101,584,717	\$3,555,626	\$43,069,262

URBAN RENEWAL CERTIFICATIONS	Estimated Maximum Tax Increment Available	Amount Certified	Amount Estimated To Be Collected
Urban Renewal Districts			
Airport Way	\$4,360,642	\$0	\$0
Central Eastside	1,725,345	0	0
Convention Center	5,617,896	0	0
St. Johns Riverfront	45,820	0	0
South Park Blocks	6,251,032	0	0
Downtown Waterfront	15,291,590	0	0
Total	\$33,292,325	\$0	\$0

SUMMARY OF INDEBTEDNESS – FY 1993–94

Table 15

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 benefited 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 more than 36,000 separate debt issues. Of those 47% were rated "Aaa" but only 127 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 14 "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, 1993, reflects bond sales during the 1992–93 fiscal year, and redemption of principal on issues sold in previous years. Estimated outstanding debt as of July 1, 1994, reflects sales anticipated during the 1993–94 fiscal year, and redemption of principal on issues previously sold.

Debt Outstanding July 1, 1992		\$460,086,941
Tax Anticipation Notes	8,000,000	
Sewer SRF Loan	14,105,382	
Sewer System Revenue Bonds	75,590,000	
Sewer System Revenue Refunding Bonds	21,860,000	
Equipment LTGO Notes	2,000,000	
LID Note Payable	10,000,000	
Arena Project Note Payable	1,300,000	
DEQ Assessment Bonds	57,440,000	
New Debt Issued FY 1992–93	190,295,382	190,295,382
Debt Redeemed during FY 1992–93		<u>102,518,294</u>
Estimated Debt Outstanding July 1, 1993		547,864,029
Water Revenue Bonds	25,000,000	
Certificates of Participation	11,200,000	
Equipment LTGO Notes	1,888,027	
Tax Increment Debt	8,589,216	
Arena Project Note Payable	18,500,000	
Arena Project Bonds	7,000,000	
LID Note Payable	3,000,000	
Remediation Bonds	5,765,000	
Tax Anticipation Notes	18,000,000	
New Debt To Be Issued FY 1993–94	98,942,243	98,942,243
Estimated Debt To Be Redeemed during FY 1993–94		<u>72,600,779</u>
Estimated Debt Outstanding July 1, 1994		<u>\$574,205,493</u>

The City will also have \$120,125,600 of defeased bonds outstanding as of July 1, 1993. Defeased bonds are payable from fully funded irrevocable escrow accounts established with the proceeds from the sale of additional refunding bonds. Defeased bonds are thereby removed as actual liabilities of the City, and the refunding bond liability is assumed in their place. Defeased bonds are then paid by the escrow account until their first available call date, at which time they are paid in their entirety. Bonds are defeased in this manner in order to convert older higher rate debt into debt with lower interest rates, or terms that are more convenient for the City.

**SUMMARY OF INDEBTEDNESS
DEBT OUTSTANDING**

Table 15

<i>Type of Debt Purpose</i>	<i>Type of Obligation</i>	<i>Actual 7/1/92</i>	<i>Unaudited 7/1/93</i>	<i>Estimated 7/1/94</i>
GENERAL OBLIGATION BONDS				
Performing Arts—Stadium	Voter Approved Tax Obligation	\$18,305,000	\$15,675,000	\$12,930,000
GENERAL OBLIGATION/REVENUE BONDS				
Bancroft Improvement	Benefitted Property/Tax Obligation	13,547,000	12,987,000	12,447,000
Washington County Supply	User/Tax Obligation	18,180,000	17,600,000	16,990,000
Water Facilities	User/Tax Obligation	67,339,942	63,559,270	83,552,485
		99,066,942	94,146,270	112,989,485
SPECIAL ASSESSMENT BONDS				
DEQ Bonds	Benefitted Property	13,705,000	70,545,000	61,825,000
REVENUE BONDS				
Parking				
Downtown Parking	User Obligation	50,000	0	0
Morrison Park East	User Obligation	3,775,000	3,570,000	3,355,000
Morrison Park West	User Obligation	2,950,000	2,775,000	2,590,000
Old Town Parking	User Obligation	7,780,000	7,590,000	7,385,000
Total		14,555,000	13,935,000	13,330,000
Parks and Recreation				
Golf Facilities	User Obligation	2,295,000	2,115,000	1,925,000
Tennis Facilities	User Obligation	115,000	90,000	60,000
Total		2,410,000	2,205,000	1,985,000
Hydropower	User Obligation	43,920,000	43,025,000	41,159,000
Sewage Facilities	User Obligation	80,100,000	170,100,382	166,567,221
Refuse Disposal	User Obligation	0	0	5,765,000
Oregon Arena Complex	User Obligation	0	1,300,000	17,800,000
		140,985,000	230,565,382	246,606,221
TAX INCREMENT BONDS				
Airport Way Renewal	Tax Increment	21,155,000	20,710,000	20,235,000
Central Eastside Renewal	Tax Increment	0	0	0
Convention Center Renewal	Tax Increment	14,495	0	0
Northwest Front Renewal	Tax Increment	0	0	0
St. Johns Renewal	Tax Increment	0	0	0
South Park Renewal	Tax Increment	9,450,000	9,080,000	8,680,000
Waterfront Renewal	Tax Increment	58,298,704	54,952,703	51,994,703
		88,918,199	84,742,703	80,909,703
TOTAL PAID BY BONDED DEBT FUNDS		360,980,141	495,674,355	515,260,409
CERTIFICATES OF PARTICIPATION & LIMITED TAX NOTES				
Communications Services Fund		971,807	736,807	4,034,807
Computer Services Fund		911,093	1,143,234	1,299,122
Facilities Services Fund		37,920,101	36,153,387	40,959,396
Fleet Services Fund		363,009	363,010	180,010
Intermediate Debt Service Fund		2,031,844	3,316,419	2,739,195
Portland Autoport Fund		356,817	356,817	232,554
Portland International Raceway		230,000	120,000	0
		42,784,670	42,189,674	49,445,084
INTEREST BEARING WARRANTS				
LID Notes		56,322,130	10,000,000	9,500,000
TOTAL DEBT OUTSTANDING		\$460,086,941	\$547,864,029	\$574,205,493

SUMMARY OF INDEBTEDNESS
FY 1993-94 DEBT SERVICE

Table 15

<i>Type of Debt Purpose</i>	<i>Type of Obligation</i>	<i>FY 93-94 Principal</i>	<i>FY 93-94 Interest</i>	<i>FY 93-94 Total</i>
GENERAL OBLIGATION BONDS				
Performing Arts - Stadium	Voter Approved Tax Obligation	\$2,745,000	\$772,815	\$3,517,815
GENERAL OBLIGATION/REVENUE BONDS				
Bancroft Improvement	Benefitted Property/Tax Obligation	540,000	854,491	1,394,491
Washington County Supply	User/Tax Obligation	610,000	1,045,720	1,655,720
Water Facilities	User/Tax Obligation	5,006,785	4,417,504	9,424,289
		6,156,785	6,317,714	12,474,499
SPECIAL ASSESSMENT BONDS				
DEQ Bonds	Benefitted Property	8,720,000	3,713,441	12,433,441
REVENUE BONDS				
Parking				
Downtown Parking	User Obligation	0	0	0
Morrison Park East	User Obligation	215,000	190,105	405,105
Morrison Park West	User Obligation	185,000	155,205	340,205
Old Town Parking	User Obligation	205,000	466,239	671,239
Total		605,000	811,549	1,416,549
Parks and Recreation				
Golf Facilities	User Obligation	190,000	122,705	312,705
Tennis Facilities	User Obligation	30,000	4,875	34,875
Total		220,000	127,580	347,580
Hydropower	User Obligation	1,866,000	3,188,789	5,054,789
Sewage Facilities	User Obligation	3,533,161	9,603,478	13,136,639
Refuse Disposal Facilities	User Obligation	0	175,000	175,000
Oregon Arena Complex	User Obligation	9,000,000	1,000,000	10,000,000
		15,224,161	14,906,395	30,130,556
TAX INCREMENT BONDS				
Airport Way Renewal	Tax Increment	475,000	1,499,468	1,974,468
Central Eastside Industrial Renewal	Tax Increment	953,216	80,000	1,033,216
Convention Center Renewal	Tax Increment	5,060,000	440,000	5,500,000
St. Johns Renewal	Tax Increment	0	0	0
South Park Renewal	Tax Increment	2,700,000	978,060	3,678,060
Waterfront Renewal	Tax Increment	3,234,000	3,050,961	6,284,961
		12,422,216	6,048,489	18,470,705
TOTAL PAID BY BONDED DEBT FUNDS		45,268,162	31,758,854	77,027,016
CERTIFICATES OF PARTICIPATION & LIMITED TAX NOTES				
Communications Services Fund		702,000	34,313	736,313
Computer Services Fund		604,792	61,035	665,827
Facilities Services Fund		2,393,991	2,478,780	4,872,771
Fleet Services Fund		183,000	14,000	197,000
Intermediate Debt Service Fund		1,704,571	236,230	1,940,801
Portland Autoport Fund		124,263	6,213	130,476
Portland International Raceway		120,000	11,100	131,100
		5,832,617	2,841,671	8,674,288
INTEREST BEARING WARRANTS				
LID Notes		3,500,000	175,000	3,675,000
SHORT-TERM BORROWING				
Tax Anticipation Notes		18,000,000	471,540	18,471,540
TOTAL DEBT SERVICE		\$72,600,779	\$35,247,065	\$107,847,844

SUMMARY OF INDEBTEDNESS – FY 1993–94

Table 15

Type of Debt	Debt Outstanding		Debt Authorized, Not Incurred	
	July 1, 1992	July 1, 1993	July 1, 1992	July 1, 1993
LONG-TERM DEBT				
General Obligation Bonds	\$117,371,942	\$109,821,270	\$0	\$0
Special Assessment Bonds	13,705,000	70,545,000	0	0
Revenue Bonds	140,985,000	230,565,382	0	0
Tax Increment Bonds	88,918,199	84,742,703	0	0
Certificates of Participation	39,175,000	36,580,000	0	0
Limited Tax General Obligation Notes	3,609,670	5,609,674	0	0
Interest Bearing Warrants	56,322,130	10,000,000	0	0
TOTAL INDEBTEDNESS	\$460,086,941	\$547,864,029	\$0	\$0

SHORT-TERM BORROWING – FY 1993–94

	Est. Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost
Fire and Police Disability and Retirement	\$8,000,000	2.68%	\$71,540
General Fund	10,000,000	4.00%	400,000
TOTAL SHORT-TERM BORROWING	\$18,000,000		\$471,540

**SUMMARY OF DEFEASED INDEBTEDNESS
DEFEASED BONDS PAYABLE**

Table 15

Type of Debt Purpose	Type of Obligation	Principal Outstanding 7/1/93	Maturity FY 93–94	Principal Outstanding 7/1/94
GENERAL OBLIGATION/REVENUE BONDS				
<u>Bancroft Improvement</u>				
Series 1984	Benefitted Property/Tax Obligation	\$1,700,000	\$145,000	\$1,555,000
Series 1984B	Benefitted Property/Tax Obligation	1,805,000	155,000	1,650,000
		3,505,000	300,000	3,205,000
<u>Water Facilities</u>				
Series 1980	User/Tax Obligation	20,100,000	20,100,000	0
Series 1982	User/Tax Obligation	10,285,000	10,285,000	0
		30,385,000	30,385,000	0
REVENUE BONDS				
<u>Parking</u>				
Autoport	User Obligation	1,360,000	160,000	1,200,000
Old Town	User Obligation	5,765,000	0	5,765,000
		7,125,000	160,000	6,965,000
<u>Sewage Facilities</u>				
Series 1984	User Obligation	7,560,000	7,560,000	0
Series 1985	User Obligation	4,269,700	220,000	4,049,700
Series 1987	User Obligation	19,175,000	0	19,175,000
		31,004,700	7,780,000	23,224,700
TAX INCREMENT BONDS				
<u>Waterfront Renewal</u>				
Series G	Tax Increment	7,225,000	550,000	6,675,000
Series H	Tax Increment	11,425,000	410,000	11,015,000
Series I	Tax Increment	2,310,000	85,000	2,225,000
		20,960,000	1,045,000	19,915,000
CERTIFICATES OF PARTICIPATION				
Justice Center	Limited Tax Obligation	11,965,000	555,000	11,410,000
TOTAL DEFEASED BONDS OUTSTANDING		\$104,944,700	\$40,225,000	\$64,719,700

Defeased bonds are payable from fully funded irrevocable escrow accounts established with the proceeds from the sale of additional refunding bonds. Defeased bonds are thereby removed as actual liabilities of the City, and the refunding bond liability is assumed in their place. Defeased bonds are then paid by the escrow account until their first available call date, at which time they are paid in their entirety. Bonds are defeased in this manner in order to convert older higher rate debt into debt with lower interest rates, or terms that are more convenient for the City.

Budget Notes

During the development of the FY 1993-94 budget, issues were identified which require additional information in order for the Council to reach a decision or to guide future actions of the City. Often this information cannot be generated within the time frame of the Budget decision-making process. In order to ensure that such issues continue to be addressed and brought to resolution, the Council establishes Budget Notes.

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 findings, alternative actions and recommendations for resolving the issues. These reports are generally submitted either during the fiscal year or in conjunction with the next budget process.

In addition to assigning responsibility for special projects, the Council also uses Budget Notes to formally express service priorities or intended future budgetary actions. The status of required actions resulting from Budget Notes is monitored through the City's Quarterly Reporting System.

The FY 1993-94 Budget Notes cover a wide spectrum of issues but primarily focus on assessing current operations and investigating new approaches to providing services - approaches that could maintain or enhance service levels at a lower cost to the customer. Council directed that the following Budget Notes be incorporated into the Adopted Budget. Budget Notes are also highlighted with each Bureau summary.

Budget Notes

BUREAU OF BUILDINGS

•**Development Review Process.** The Bureaus of Buildings and Planning are collaborating to improve the development review processes through such actions as providing brochures describing the process, expanding hours at the permit center, and reviewing telephone procedures. The Bureaus will be reporting back to Council about the results of some of the short term improvements. This effort will be coordinated with the City-wide regulatory review project to be initiated early in FY 1993-94.

•**Quality Rental Housing Enforcement.** In enforcing the City's housing and nuisance codes, the Bureau of Buildings encounters some property owners who repeatedly have contact with the enforcement process ("The Dirty Dozen"). In many cases these owners are investors who own multiple pieces of property in several areas of the city that have a pattern of refusing to make required corrections even in the face of significant penalty liens. The Bureau will initiate a program directed at identifying the top dozen property owners who have cost the city the most in enforcement efforts over the past five years and take any necessary action to remedy violations, including, receivership, personal judgements, or accelerated foreclosure.

•**Cost-of-Service Study.** In accordance with the Comprehensive Financial Policy and the recently issued Cost of Service Guidelines, the Bureau of Buildings, in coordination with the Bureau of Financial Planning will complete a cost-of-service study for presentation to Council in November, 1993, as part of its long-range financial plan.

OFFICE OF THE CITY ATTORNEY

•**Cost-of-Service Study.** The Office will complete a cost-of-service study which will include: development of a policy governing support of services through overhead and interagency revenues; documents the cost of providing a service including overhead; identify policy considerations for action by the City Council; and compares costs to other private and public legal organizations. The study shall be completed in accordance with the Cost-of-Service Guidelines in coordination with the Bureau of Financial Planning and shall provide for the participation of major city clients. The study shall be completed in December, prior to submission of the FY 1994-95 budget request.

Budget Notes

•**Management Plan.** The Office will complete a management plan directed toward improved workload and performance measures, cost accounting, and project tracking systems. The plan shall also identify the mission, goals, and objectives of the office and the associated alignment of staff and budgeted resources. The study will include a survey of customers to assess level of service satisfaction. An advisory group composed of attorneys from private firms and major city clients shall be formed to provide assistance in completing the management plan. The Plan shall be completed and presented to the City Council no later than October of 1994.

•**Public Corporation.** Review the development of a quasi-public corporation for purposes of contracting services for temporary city services requirements such as the provision of recreational services by the Parks Bureau.

CITY AUDITOR

•**Comprehensive Organizational Audits.** The Audit Service Division should add organization-wide audits to its schedule for those organizations identified by Council as priorities. Such audits will assist management and the Council in completing in depth reviews of city service, developing management improvement plans, and allocating resources in conjunction with the annual budget process. In conducting such reviews, the Audit Services Division should secure outside service experts to complement internal staff assigned to the comprehensive audits. As positions become available, Audit Services should evaluate converting budgetary support to provide an annual budget for such outside expertise.

OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT

•**Public, Educational, and Government Fund.** As part of its new franchise agreement with the City, TCI Cablevision will fund a Community Access Capital Program, the purpose of which will be to maintain a City-wide infrastructure in support of governmental, educational, and public communications via the cable system. This program will be funded through the allocation of 3% of TCI's annual gross revenues. For FY 1993-94 \$250,000 is expected from this source. The Office shall submit to Council a plan for the short and long-term allocation of these funds in compliance with the franchise agreement no later than August of 1993. During 1993 priority shall be given to improving cable and public access in Council Chambers and other public meeting rooms in City Hall.

Budget Notes

•**Cable Regulation Alternatives.** Prior to initiation of the FY 1994-95 budget process the Office shall complete cost-benefit analysis of alternatives for providing cable regulation, including continuation of a city program, regional consolidation, and use of the Oregon Public Utility Commission.

•**Increased Auditing.** Analyze the costs-benefit of increasing the frequency of cable and franchise service audits. Results of the analysis should be presented as part of the FY 1994-95 budget process.

•**Telecommunications Plan.** The Office will prepare a report to Council prior to September 1993, on potential policies and strategic plans to meet 21st Century technological advances in cable and related technologies.

BUREAU OF COMMUNITY DEVELOPMENT

•**Community Service Program Criteria.** The Bureau will develop and present to Council for review policy criteria for the allocation of community services supported by both the General Fund and the Housing and Community Development Block Grant program. This criteria shall be consistent with Council priorities, and give priority to youth at risk, job development for low income residents, the leveraging of other non-city program funding, and consistency with neighborhood priorities. The criteria shall be presented for council deliberation and direction prior to the FY 1994-95 budget process, but no later than September of 1993. The criteria shall be use in developing the FY 1994-95 budget.

•**City-wide Internship Program.** Develop a program to employ and mentor youth through placement in part-time positions within city bureaus.

BUREAU OF EMERGENCY COMMUNICATIONS

•**Fund Policy.** In compliance with the Comprehensive Financial Policy and Cost of Service Guidelines, the Bureau needs to complete the following tasks:

- Establish a rate stabilization reserve policy;
- Develop a system replacement and improvement reserve policy to insure that financing is available to support the partial or complete replacement of the emergency communication system and to take advantage of technological improvements.

Budget Notes

- Complete a annual Financial Plan, forecasting requirements, revenues, and rates over a minimum of five years.
- Complete a cost-of-service as the basis for assessing charges to emergency service customers.

These studies and policies will be completed in collaboration with the Bureau of Financial Planning and in coordination with Bureau customers. Products shall be completed and reviewed by the Council and form the basis of the Bureau's FY 1994-95 budget.

•**Employee Retention.** The Bureau will report to Council on efforts to reduce employee turnover. Included should be a review of staff training and curriculum with the goal of making material less complex and more personalized to the needs of the individual trainee. The Bureau should also explore development of a program to assist trainees.

ENERGY OFFICE

•**Weatherization Program.** The Energy Office shall investigate replacing the City Low-Income Weatherization Program with services available from private utilities and other organizations. A report on the alternatives to the City provision of these services shall be presented to the Council prior to October, 1993.

BUREAU OF ENVIRONMENTAL SERVICES

•**Cost-Benefit Analysis.** Expand use of cost/benefit analysis in establishing priorities for infrastructure projects to be conducted in accordance with the guidelines and procedures developed by the Capital Review Committee. These guidelines are to be completed prior to the initiation of the next capital budgeting process.

•**Natural Resource Planning.** Develop options for maximizing coordination and eliminating duplication in natural resource and long-range planning with the Bureau of Planning.

•**Benchmark.** Identify specific benchmark for achievement in cleaning up urban waterways and maintaining water quality goals.

Budget Notes

OFFICE OF FINANCE AND ADMINISTRATION

•**Loss Control.** City bureaus having 5% or more share of City losses will be responsible for reducing workers' compensation and liability claims during 1993-94 through full implementation of the City Loss Control Plan. Bureaus exceeding the state wide incident rate for claims will be expected to reduce the number of claims by a minimum of 15%. The Risk Management Division of the Bureau of Administrative Services will provide assistance to bureaus in achieving this objective through the development of a financial incentive program and through consultation on the implementation of the Loss Control Plan. Progress in achieving this objective will be reported through the quarterly reports to the Council.

•**Computer Consolidation.** The recently completed consolidation study has received intense review by staff from the City's Computer Services Division, the Police Bureau, and Multnomah County's Information Services Division. The results of the study have not materially changed, although the potential dollars have diminished. The new information indicates a potential savings of \$2.8 million over a 5 year period, if all agencies consolidate. This is down from original estimates of \$4.6 million. The principal differences are service related. The updated study provides for more high volume connections to the computer that utilize a more costly technology. The other principal difference is the use of two high volume printing locations as opposed to the original proposal of one. These changes are proposed to ensure customer response time. The City is dedicated to completing consolidation prior to the end of FY 1993-94. To this end portions of the OF&A and the Police Bureau budgets have been funded on a one-time, non-recurring basis to reflect future savings resulting from this consolidation. This support will be removed from the targets of the respective bureaus for FY 1994-95 unless otherwise directed by the Council.

•**Urban Services Analysis.** The Urban Services Division will analyze the true costs and benefits of Portland's annexation efforts to date, and for proposed future annexations. The Division should revisit citizen polling to measure perceptions of potential versus actual annexation results.

•**Affirmative Action Upward Mobility.** The Bureau of Personnel and the Affirmative Action Office will analyze career path opportunities for minorities from entry-level to senior positions. Use of an exit interview/survey process should be enhanced to identify problem areas requiring improvement.

Budget Notes

- Employee Suggestion and Empowerment Program.** Develop programs that encourage employee service innovation and that recognize exceptional employee performance.
- Span of Control Study.** Conduct a review of City organizational structure for purposes of developing standards governing appropriate span-of-control levels, the ratio of supervisory and management personnel to line employees. Consider options for flattening the organization and increasing spans of control where such action will not adversely impact service.
- Performance Measurement.** Complete a city-wide review and develop recommendation for improving performance measurement within the City. Included will be the establishment of City-wide service benchmark, techniques for measuring service performance, the development and tracking of management objectives for each organization, the measurement of operational performance for each city program, and the conducting of a citizen satisfaction survey.
- City-wide Computer System Review.** The Office of Finance and Administration shall coordinate the completion of a study directed at establishing the most cost-effective means of providing city-wide computer services and developing standards for computer support staff both services.
- Contracting Services.** Office of Finance and Administration and the Bureau of General Services will review central administrative and support services to determine their suitability for funding through administrative overhead, interagency agreements or through contracting outside the organization.
- Decentralized Service.** Continue efforts to decentralize services where such action improves performance and increases efficiency. Complete analysis of opportunities within the Accounting Division, Computer Services, and Recruitment and Selection.
- Budgetary Reforms.** Implement a two year budget cycle commencing with the FY 1994-95 budget; develop a zero base budget manual and complete a minimum of one pilot project in conjunction with the FY 1994-95 budget process; and complete a bottom up review of the budget preparation process directed toward streamlining procedures and eliminating duplication of staff effort. The pilot program should be coordinated with the use of the organizational audit. One option for a pilot bureau for FY 94/95 would be Portland Development Commission.

Budget Notes

•In coordination with the City Council and the Office of the City Auditor, conduct a city-wide survey to assess levels of customer satisfaction with existing services.

•**Users Committee.** OF&A should consider forming a Users Committee similar to the Bureau of General Services or joining with BGS in their effort.

•**Multi-Year Budgeting for Aging Council and MHRC.** OF&A is to provide base CSL targets for the Commission on Aging and the Metropolitan Human Rights Commission. This is to provide these agencies with stabilized funding levels over two years.

•**Class Compensation.** The Bureau of Financial Planning will develop a plan for Council consideration which will adjust Bureau base budgets in future years to reflect the ongoing impact of absorbing the class compensation recommendations.

FIRE AND POLICE DISABILITY AND RETIREMENT FUND

•**Reserve Policy.** F&PD&R staff and the Office of Finance and Administration will jointly make a recommendation to Council following the 1993 Oregon Legislative process regarding the need for a additional reserve to cover future fund liabilities. This will allow legislative actions to be incorporated into the analysis underlying the recommended policy.

•**Loss Control Programs.** The Bureau of Financial Planning ,FPD&R, and the Office of the City Attorney in coordination with the Bureaus of Fire and Police will report to Council on the feasibility of funding some portion of loss control functions at the Bureaus Fire and Police from the F&PD&R Fund. F&PD&R staff will raise the issue with the F&PD&R Board.

BUREAU OF FIRE, RESCUE AND EMERGENCY SERVICES

•**Regional Services.** The Bureau shall evaluate and where appropriate develop a plan for regionalizing specialized services. Included shall be consideration of arson investigation, training, public information and education, and emergency management. A report with recommended actions shall be presented to the Council prior to FY 1994-1995 Budget process. As a special part of this study, the Bureau should prepare for Council review an update on the regionalization of the new Training Facility, including schedule and status of other participants/users (interagency agreements, negotiations required, etc.). Use of this facility for regional training was envisioned when the multi-year capital budget was approved for this project.

Budget Notes

•**Arson Investigations.** The Bureau shall investigate alternatives for conducting arson investigations including increased use of station personnel, training and call-back of fire inspectors, regionalization, and increased services from the Police Bureau. Analysis should also be completed on required service level including an analysis of the need for 24 hour staffing. Finally, research should be incorporated on the approaches of other City's in staffing arson investigations. Recommendations for reducing the cost of this service while preserving a basic and necessary productivity shall be presented to the Council for consideration prior to the FY 1994-95 budget process.

•**Civilianization.** The Bureau will review the conversion of sworn to non-sworn personnel in the Prevention, Public Education, Inspection, and other programs for possible cost savings, efficiencies, and achievement of affirmative action goals.

•**Return-to-Work Program.** The Bureau shall explore strategies for increasing return-to-work programs to reduce disability costs. The Bureau shall collaborate with the Fire and Police Disability and Retirement Fund on the potential of jointly funding programs directed toward reducing injuries and disabilities.

•**Battalion Districts.** In FY 94/95, with the end of District #10 contract, the Bureau will reorganize from 4 to 3 Districts, including the possible elimination of three Battalion Chiefs for efficiencies, cost savings, and span of control/management issues.

•**Emergency Dispatch Support.** Upon completion of dispatch consolidation with the Bureau of Emergency Communications, but no later than July 1, 1994, the Bureau will eliminate a Deputy Fire Chief position over presently responsible for this function and Management Information Systems. A Captain and three Lieutenant positions retained to ensure a smooth transition to the new dispatch system will also be eliminated at the end of FY 1993-94. MIS responsibility should be consolidated into another Bureau Division at the discretion of the Fire Chief.

•**Cost-of-Service Study.** The Fire Bureau should complete a cost-of-services study by October 1, 1993. The study should include revenue generation proposals with timelines for implementation prior to development of the FY 1994-95 budget request.

•**Plans Review.** The Bureau should review the feasibility of and potential efficiencies associated with consolidating plans review functions within the Bureau of Buildings. The study which should be completed in collaboration with the Bureau of Buildings should be presented to Council by October of 1993.

Budget Notes

•**Tri-Data Study.** The Tri-data study initiated in FY 1992-93, will be presented to the Council simultaneous to the FY 1993-94 budget hearings. Prior to adoption by the Council, the Bureau of Fire shall present a detailed financial plan itemizing on a multi-year basis the revenues, requirements, and efficiencies associated with implementation of recommendations.

GENERAL SERVICES

•**Gainshare Program.** BGS should examine the feasibility of instituting a Gainshare Program for its other work units - i.e., Fleet, Electronics, and Facilities. The Bureau shall also develop a process for communicating how similar programs might be implemented in other City bureaus.

•**Contracting.** The Office will complete a survey of opportunities for contracting services presently provided by the City. Included shall be a detailed assessment of contracting out body and paint, auto repair, and fabrication services. This effort will be coordinated with a similar effort in the Office of Finance and Administration.

•**Cellular Phones.** In collaboration with city customers, BGS will develop for Council action a policy governing the assignment and use of cellular phones.

•**Security Services.** Complete an inventory of City security services and investigate options for the delivery of those services including consolidation into a single contract.

•**Fire Apparatus Maintenance.** In coordination with the Office of the City Auditor and the Bureau of Fire, BGS shall further review the consolidation of Fire vehicle maintenance with Fleet Services. An impartial third party shall be selected by the Auditor for purposes of reviewing the costs and benefits associated with such a consolidation. The City Auditor's report will be relied upon as direction for possible consolidation.

•**Users Committee.** The Bureau of General Services should form a Users Committee of Bureau representatives and individuals outside of City government to do the following:

- Review the recommendations of BGS to streamline its operation and recommendations which are cost effective.
- Review the Bureau's contracting survey.
- Review suggested support services consolidations with the County
- Suggest ways in which the Bureau can operate more effectively with the Bureau.

Budget Notes

GOVERNMENT RELATIONS

- Regional Governmental Services.** Investigate the feasibility of providing legislative services to other regional local governments.
- Community Involvement.** Expand outreach to the community for purposes of developing a legislative agenda that addresses broad community issues. This outreach effort shall begin in FY 1993-94 for purposes of developing the City's package for the 1995 Legislative Session.
- Competitive Bid.** During FY 1993-94, competitively bid the contract for Federal governmental services. As part of this process, examine the Washington, D.C. Office workload and determine if representation can be shared with other local jurisdictions to reduce costs and increase coordination.

BUREAU OF LICENSES

- Equal Employment Reporting.** In collaboration with Purchasing investigate the feasibility of using Field Representatives to assist in enforcing city EEO regulations.
- Computer System.** Establish Business Plan for installation of more efficient data system that provides greater and more timely access to information.
- Customer Survey.** Complete a customer survey process for purposes of identifying areas in need of improvement.

MAYOR & COMMISSIONERS OFFICES

- Support Service Consolidation.** Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking , etc.
- Regulatory Review.** Complete a city-wide review of city regulations with the objective of eliminating unnecessary policies, code provisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus including the Planning Bureau but shall be expanded to include participation from the business community and general public. A outside expert in the area of regulatory reforms shall be secured to assist in completing this process.

Budget Notes

•**Water/Sewer Functional Analysis.** In coordination with the Executive Assistants a study will be completed of opportunities for functional consolidation between the Bureaus of Water and Environmental Services with the objective of creating efficiencies or improving productivity.

•**City School Liaison.** The City School Liaison will develop proposals for how the City can provide grants to assist the School District in insuring that youth currently not in school receive job readiness training and life skills education to become productive members of the workforce.

•**Efficiencies.** The City will ask the County to discuss continuing efforts at consolidation of services, especially in regard to support services, land use planning, emergency management, and parks.

•**Animal Control.** The City will ask the County to discuss the impacts on neighborhoods of the proposed reductions in animal control and what options are available to continue the service.

• Mayor and Commissioners to review budget notes on a regular basis with emphasis on special studies.

METROPOLITAN ARTS COMMISSION

•**Art Incentive Fund.** For the second year, the budget allocates \$250,000 as a means of leveraging other resources to support art programs. This appropriation has been placed in a special appropriation. The Commission can withdraw funds from the appropriation as necessary to meet requirements. A report must be issued quarterly specifying the funds leveraged through use of these funds. Prior to the end of the fiscal year, the Commission will present a report to

the Council demonstrating that this appropriation as been matched at a minimum by \$250,000 in contributions from other public and private sources. The Arts Commission will add into its base budget an amount up to \$250,000 for every dollar matched through its effort.

Budget Notes

METROPOLITAN HUMAN RIGHTS COMMISSION

•**Mission and Goals.** The MHRC shall review with the Council its mission and long-range goals for purposes of assessing priorities for the dedication of limited resources. Included shall be an assessment of MHRC's role in relationship to the City/County Affirmative Action Office and other City multi-cultural efforts.

•**Anti-Bias Training.** MHRC shall coordinate with and continue activities presently provided by the Portland Police Bureau directed toward reducing the incidence of bias crimes through community training.

OFFICE OF NEIGHBORHOOD ASSOCIATIONS

•**Citizen Participation.** The Office, in coordination with the Bureau of Financial Planning shall complete a review of alternatives for improving citizen participation in the budget process. Representatives from management, the community, existing Bureau Advisory Committees (BAC) as well as the Budget Advisory Coordinating Committee (BACC) shall be actively involved in this process. The analysis shall include a survey of approaches taken by other jurisdictions. Specific recommendations shall be provided to the Council prior to initiation of the next budget process, but no later than September 1, 1993.

•**Crime Prevention Programs.** The Office will complete a review of crime prevention programs to explore options for enhancing productivity. Included shall be an assessment of current contracts with neighborhood coalitions, the establishment of performance standards, and the consolidation with programs provided by the Portland Police Bureau. The review should include a judgement of the effectiveness of the current crime prevention efforts of the coalitions, the Police, the District Attorney's Neighborhood Prosecutor Program, and the potential for using Fire personnel.

•**Neighborhood Contracts.** Review the Neighborhood District Office Programs and determine an equitable method of allocating funds.

•**Neighborhood Congress.** Re-examine mission and goals, and assess the current and future role of ONA and citizen participation. Develop strategies to increase neighborhood representation of neighborhoods and improved involvement of business associations. Identify options for re-empowering neighborhoods to make decisions on their future.

•**Citizen Feedback.** Develop a feedback form and process to receive regular citizen review and comments on ONA activities and services.

Budget Notes

BUREAU OF PARKS AND RECREATION

•**Cost-of-Service Study.** In coordination with the Bureau of Financial Planning and in accordance with the provisions of the Comprehensive Financial Policy and CSS Guidelines, complete a Cost of Service Study by October, 1993

•**Contracting Services.** Parks will identify and prepare a report to the Office of Finance and Administration regarding those parts of the Forestry, Horticulture and maintenance functions that best lend themselves to cost savings and efficiency improvements through contracting. In these instances, the bureau will prepare a competitive bid. Responses will be solicited and compared for such factors as quality and cost. A report detailing the process, results and recommendations will be completed by October 31, 1993 and provided to City Council for review and discussion.

•**Fund-Raising Program.** Parks will complete an annual fund raising plan detailing opportunities and strategies for increasing corporate and individual contributions. To assist the Bureau in coordinating with fund raising efforts of "Friends" groups, the date for completion of the plan will be January 1, 1994.

•**Part-time Assistance.** Investigate the possibility of setting up a Quasi-corporation for part-time seasonal employees to be used by all City bureaus.

•**Regionalization.** Work with Multnomah County and Metro to resolve parks and greenspaces consolidation and regionalization issues. Develop costs/benefits associated with the transfer of the City's low maintenance green spaces to Metro and identify policy options and approaches for Council review.

•**Strategic Plan.** In the course of updating its strategic plan annually, Parks will review other city bureau, regional and statewide plans relevant to bureau goals and objectives. Efforts will continue to coordinate with and incorporate related planning activities of other organizations who share similar goals and commitments.

•**Benchmark.** Prior to the FY 1994-95 Budget Process and in coordination with the Bureau of Financial Planning and the Office of the City Auditor develop benchmark for gauging the future performance of the organizations. Included should be consideration of the Bureau's strategic plan, State of Oregon benchmark, regional park and greenspace development plans, and other similar information.

Budget Notes

•**Golf Operational and Financial Audit.** The Office of the City Auditor will be asked to conduct an audit of Golf Operations with a focus on concessionaire contracts for the operation of facilities. Also included shall be a review of methodologies used in establishing rates and overhead allocations.

•**Capital Requirements.** Parks will continue to document priority short-term capital needs for existing parks and facilities and differentiate them from long-term capital requirements for acquisition and development of new park land, facilities and natural areas. Included in this analysis will be a description of facilities located downtown and in inner city neighborhoods as compared to outlying, often park-deficient neighborhoods. In developing this information, Parks intends to involve its Bureau Advisory Committee and ultimately, other citizen groups and Friends organizations in evaluating capital needs and priorities to address long-term growth.

BUREAU OF PLANNING

•**Development Process Simplification.** The Bureau will continue its efforts in coordination with the Bureau of Buildings to make improvements in services and to simplify regulations governing development. The review will include providing brochures describing the process, expanding hours of the permit center, and reviewing telephone procedures, etc. The Bureaus will be reporting back to Council about the results of some of the short term improvements. This effort will be coordinated with the City-wide review of development regulations proposed for initiation on July 1, 1993.

•**Fee Increases.** Prior to requesting fee increases, the bureau shall complete a service study and review recommendations from the proposed city-wide regulatory review. The Bureau shall conduct another cost of service study which will include two years of data since the January 1991 adoption of the new Zoning Code. This study shall be completed prior to the FY 1993-94 budget process.

•**Benchmark.** The Bureau shall develop benchmark for measuring the future outcome of existing and future district plans.

•Council appropriated general fund resources to fund two planners to assist in long term planning. The Commissioner in charge of the Planning Bureau and the Bureau will consider recommendations that may come from the Citizens Congress as to the process for developing those plans.

Budget Notes

POLICE BUREAU

•**Non-Emergency Communications.** The Police Bureau, in consultation with the Bureau of Emergency Communications, will develop and broadly communicate to citizens a consistent policy concerning categories of 911 reportable incidents, and clarify the procedure for reporting non-emergencies and chronic problems. A specific plan of action shall be presented to the Council via a report no later than August 1, 1993. The Police Bureau shall examine the use of non-sworn personnel to answer caller requests for non-emergency services instead of the current system of recorded instructions. At a minimum, the Bureau needs to reconfigure the call attendant switch so that citizens at the onset have the opportunity to switch to a "live voice".

•**Facilities Plan.** The Police Bureau will complete a comprehensive Facilities Plan which clearly outlines its expected use of storefronts, and smaller precincts and how these relate to overall larger Precinct requirements and usage over the next 10 to 15 years. The plan should include consideration of future changes in geographic crime patterns and the potential impact upon the need for facilities. It should also take into consideration changes in deployment practices and opportunities for co-location with other governmental facilities (e.g. fire stations, schools, youth or multi-service centers, and neighborhood association offices.). The plan shall document both capital and operating requirements.

The plan shall be completed and reviewed by the Council prior to proceeding with any future facility requirements.

•**Domestic Violence Program.** In conjunction with the first year operation of the Domestic Violence program, develop performance measures that will allow evaluation of the effectiveness of the program. Such measures might include a decrease in number of repeat domestic violence calls for same address, an increase in number of domestic violence perpetrators who participate in a diversion program, etc. The first year operation of the Domestic Violence program should be viewed as a pilot program, with future year continuation contingent upon demonstration of program effectiveness.

•**Council to monitor the pilot domestic violence program and determine whether the effectiveness of the police effort would be enhanced with additional shelter, transitional housing, and program support services.** Specifically, the Family Violence Intervention Steering Committee will return in June with specific recommendations about how the City could enhance the effectiveness of the police initiative. In addition, the Police Bureau will identify resources within their budget which can be used to assure that every victim has available shelter.

Budget Notes

•**Traffic Enforcement.** The Traffic Division in coordination with the Bureau of Traffic Management and the Office of Neighborhood Associations shall prepare an enforcement plan which responds to high priority traffic problems identified by Portland's neighborhoods. The plan should also target additional police resources to traffic safety around schools. This plan shall be developed with the assistance of a neighborhood citizen advisory committee.

•**Court Scheduling.** The Police Bureau will investigate if changes in court scheduling (i.e., evening court hours) will produce savings in court overtime requirements for the Bureau. This examination needs to look at overall staffing needs and determine if adjustments in court hours will produce a net savings, or merely shift costs into other personnel service areas.

•**Civil Ordinance Evaluation.** The Police Bureau, in conjunction with the City Attorney's Office, will review civil ordinances drafted in the last several years to determine their effectiveness. The ordinances to be reviewed are: DUII/Prostitution Asset Forfeiture; Drug Free Zone; Non-Insurance Asset Forfeiture; Declaration of Properties as Nuisances.

•**Benchmark and Performance Standards.** Prior to the actual hiring of the additional police officers, the bureau shall develop a comprehensive system of performance measurement which will be approved by the Council. Included will be the development of benchmark for monitoring and assessing community policing activities; performance measures for assessing operational effectiveness and efficiency; and measures of community impact for areas including neighborhood response teams, decentralized detectives, the domestic violence unit, and the other officers designated for precinct assignment. Included shall be a survey to measure true rate of victimization.

•**Hispanic Liaison Officer.** The Bureau will complete an evaluation of the results of this program and identify measurable future results. A report shall be presented to the Council by September 1, 1993.

•**Old Town Drug Enforcement.** The Police Bureau and the City Attorney should develop strategies to impact the demand side of drugs sales in Old Town in a way that will give the Police additional tools and approaches to reduce the drug sales in Old Town and the number of arrests of Hispanics that are overloading out corrections system.

Budget Notes

•**Walnut Park Project.** The Council should receive monthly updates on the progress of the Walnut Park project. The initial briefing should include a complete financial package, including information on whether costs have risen since the Council decision to purchase the property, the revised debt repayment plan, the size of the proposed precinct and how that fits with the Bureau's overall facilities plan. The briefing should also include how the commercial and housing aspects of the plan will proceed if the City does not receive new economic stimulus money.

BUREAU OF PURCHASES AND STORES

Surplus Property. The following evaluations of City surplus property programs will be completed by the bureau no later than October 1, 1993:

- Feasibility of consolidating surplus property functions with the Police Evidence Warehouse.
- Contracting out surplus property functions.
- Increased retailing of city surplus property.

The Commissioner of Public Safety will form a focus group to discuss these and other surplus property program enhancements.

•**Non-profit Donations.** Develop a policy for Council review allowing the donation of City surplus property for operational use by non-profit organizations working in partnership with City programs.

•**EEO Enforcement.** Consult with Business Licenses to develop dual responsibility for Field Reps. for EEO enforcement.

•**Regionalization.** Review with Council the Goldschmidt Task Force report on Purchasing/Contracting and identify costs/benefits of the proposed Tri-County cooperative. Continue to evaluate the selected functional consolidations of services with Multnomah County and establish goals and timetable for future mergers.

•**APP Report.** Continue work with the Association for Portland Progress on improving the purchasing system, and develop recommendations and option for Council consideration

Budget Notes

SPECIAL APPROPRIATIONS

- Internship/Employment Programs.** Review further options for internships/employment programs included in the special appropriations and the PIC funds.

TRANSPORTATION

- Traffic Management Fees.** The Office of Transportation will return to Council prior to approval of the FY 1994-94 budget with specific information on the implementation fees proposed to support Traffic Management Services. At that time the Office should demonstrate the consistency of recommendations with the Cost-of-Service guidelines issued by the Bureau of Financial Planning.

- Program Revenues.** Future Transportation budgets will identify historical and proposed sources of revenue by program. Components of what is currently referred to as General Transportation Resources shall be itemized for each program. The process for providing this information shall be subject to review by the Bureau of Financial Planning in conjunction with development of the FY 1993-94 Budget Manual.

- Backlogs.** Prior to September 1993, the Office of Transportation will report on the level of backlog, as well as the history of backlog reduction, in the following areas: street improvements, street lights, stop signs, neighborhood traffic management and pedestrian pathways projects. Included in that report will be a discussion of the effect of transferred roads on the backlog inventory.

- Bicycle Program.** PDOT will report on the level of funding eligible for bicycle programs, based on gas tax receipts over the past 10 years, and the actual expenditure on bicycle programs in those years.

BUREAU OF WATER WORKS

- Business Function Consolidation.** A study proposed for identifying functional efficiencies between Water and Bureau of Environmental Services will focus on identifying the approach for merging the two bureaus which will be the most cost effective and best improve services to Portland Citizens and regional partners. The study will include provisions that no aspect of BES costs specific to Portland will effect in any way rates

Budget Notes

charged for water. In order to be incorporated within the FY 94/95 budget process, an action plan needs to be presented to Council by November 1993, in conjunction with the Bureau's annual Financial Plan for the consolidation of customer service functions with other private utilities.

- Emergency Crew Scheduling.** Completion of study of dispatch function and completion and implementation of scheduling approach in July, 1993.

- Maintenance/Operation Functions.** The Bureau will assess, through its established problem solving process, alternatives for the provision of these internal services. Included will be the consideration of contracting out these services to either the private sector or the Park Bureau. A report will be issued to the Council no later than October 1, 1993, and will include a work plan for implementing recommended actions.

- Cost Benefit Analysis.** Expand the use of cost-benefit analysis in establishing priorities for programs and infrastructure projects. Analysis will be conducted in accordance with guidelines and procedures to be established by the Capital Review Committee prior to initiation of the next budget process.

- The Water Bureau shall make the development of a nationally recognized and regionally embraced conservation program a top priority for FY 93/94 and beyond.

PORTLAND DEVELOPMENT COMMISSION

- Organizational Options.** PDC, in cooperation with OF&A and other affected agencies, should develop a plan for its future organizational form and operations prior to a local vote, with two major alternatives depending on the outcome of votes to restore tax increment financing outside the \$10.00 limit.

- (1) If tax increment restoration is **not** approved and its discretionary program income (approximately \$1.3 million per year) is all the agency has, how would PDC organize its "core" staffing, and what functions would it perform with that staffing?

- (2) If tax increment restoration **is** approved, then what level of overhead support would PDC retain in the future, what charter language is appropriate for the **future** urban renewal agency, and what legal relationship should there be with the rest of the City? Included in this planning is the question of whether the administrative support systems--such as accounting and budgeting, computer services, property

Budget Notes

management and real estate services, personnel, and legal counsel--should remain separate between PDC and the rest of the City, or whether some of those functions should be consolidated.

The organization form should reflect the following Council goals: a) an agency more responsive to low income housing needs throughout the City, not just the Central City, and b). an agency which works more cooperatively with community development cooperations and neighborhood plans. These organizational options should be presented to Council by June, 1993.

•**Business Assistance.** PDC in coordination with the Bureau of Licenses, will present to Council a proposal for Business Assistance Team (BAT) to support economic and business development in the city. Each of the following bureaus to include, Planning, BES, Transportation, Buildings, Licenses, Personnel, Water and Fire will designate 1/4 FTE to participate in the BAT which will be coordinated by the PDC Economic Development Department.

CAPITAL BUDGET

•**Additional Revenues Available for Capital Improvements.** The Council directed that any additional FY 1993-94 revenues, due either to higher assessed value growth or a higher beginning balance will be put into a capital fund dedicated to infrastructure improvements. The fund's first priority will be ADA required improvements.

•**Capital Financing Plan.** Prior to initiation of the next budget process, the Office of Finance and Administration in collaboration with City bureaus shall develop a comprehensive plan for financing future capital projects. The Plan will conform to the requirements identified within the Comprehensive Financial Policy. Part of this analysis will be the use of general obligation and debt to meet these needs. The plan should also recommend a policy governing the future allocation of discretionary revenues to meet capital requirements for all City funds.

•**Capital Budgeting Process.** The current system for developing and reviewing capital budgets has been in effect for nearly seven years. The Capital Review Committee recommends review of the system with recommended changes submitted to the Council no later than September 1, 1993, prior to initiation of the next capital budgeting process. In conjunction with this review consideration should be given to the following proposed changes:

Budget Notes

- Converting to a true five year plan in which Council authorizes multi-year projects and annual adjustments to the plan. This will improve bureau planning and result in a more efficient process.

- Uniform direction to bureaus on the level and depth of cost-benefit analysis that must be performed in developing five year capital plans. This direction should be provided within the Capital Budget manual.

- The establishment of criteria for defining "legal mandates," which is often cited in justifying capital projects.

- Reinforcement of the policy that major capital projects should not be approved outside of the normal budget process. Such action makes it impossible to weigh priorities across programmatic lines for the allocation of limited resources.

- Changes in process based upon the needs of enterprise operations.

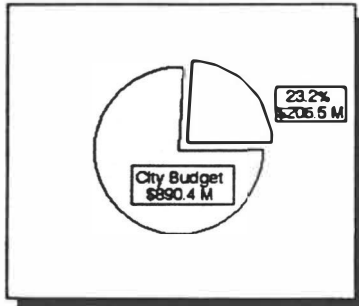
•**Impact on Maintenance.** The Capital review Committee should identify the expected increases and decreases in maintenance as a result of the capital improvement and use that information as a consideration in selecting projects. Also, OF&A should adjust the base budgets accordingly following completion of the project.

•**Comprehensive Capital Management Strategy.** The Capital Review Committee will return to Council in September 1993 with a Comprehensive Capital Management Strategy. The Strategy will include plans for coordination of projects among bureaus and other jurisdictions and governments to avoid duplication, and result in a coordinated workplan for all capital projects. The plan will also contain a strategy for funding capital improvements necessary for compliance with the American's with Disabilities Act, as well as a proposed General Obligation Bond package sufficient to fund the backlog of other capital projects in the city.

Public Safety

PROGRAM AREA OVERVIEW

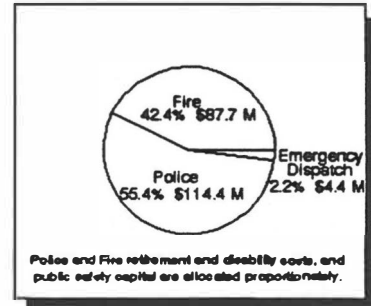
PERCENT OF BUDGET



BUDGET DATA

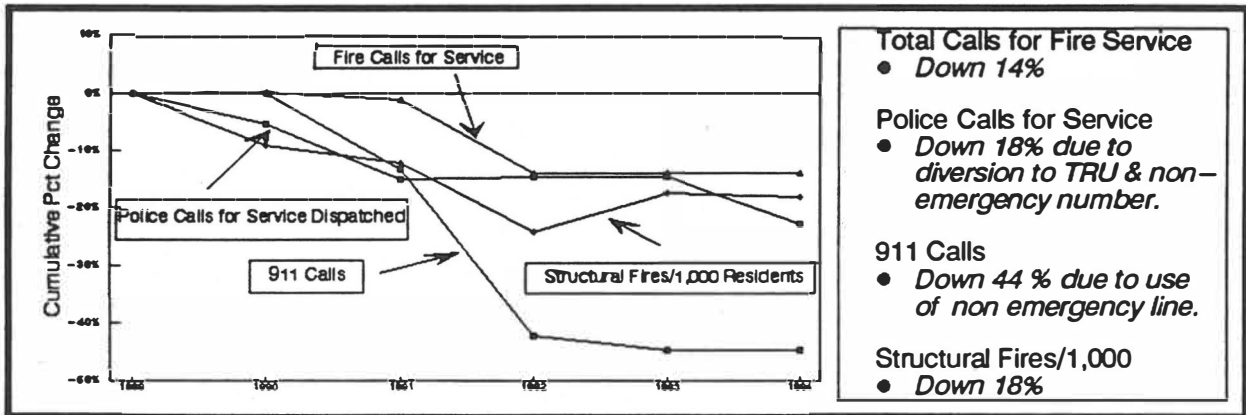
1993-94 Budget \$206.5 M
 Change from '92-'93: Up \$6.7 M
 Change per Capita: Up 1.1%
 1993-94 Positions: 2,086
 Change from '92-'93: Up 61 FTEs
 Change per Thousand: Up .7%

EXPENDITURES



Note: Figures on this page include fund contingencies and reflect the full allocation of costs to direct service areas.

HISTORICAL TRENDS



SIGNIFICANT BUDGET ISSUES

- Police adds 38 sworn positions to continue to implement Community Policing, reaching ILJ goal of 200 new sworn positions. An additional 20 sworn positions are added for newly annexed areas.
- Police will begin a Domestic Violence Reduction Program within its Family Services Division.
- Fourth Police Precinct created to provide better coverage to recently annexed areas.
- Consolidation of Fire Alarm Dispatch at BOEC will lead to Fire Bureau savings of about \$400,000 in 1994 and annualized savings of \$1.0 million.
- Fire Study completed in FY 92/93, with review and potential implementation to occur in FY 93/94.

BUREAU OF POLICE (100)

Service Area: Public Safety

Commissioner—in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<i>Operating Budget:</i>					
<i>Personal Services</i>	\$47,505,013	\$51,909,476	\$54,936,151	\$59,134,778	\$59,899,573
<i>External Materials and Services</i>	2,776,228	2,933,801	3,769,322	3,581,420	3,686,420
<i>Internal Materials and Services</i>	12,135,330	13,461,994	15,017,834	16,266,769	15,891,886
<i>Minor Capital Outlay</i>	192,889	297,376	604,765	444,566	567,566
<i>Cash Transfers—Equipment</i>	315,999	571,525	1,046,579	258,670	351,170
Total Operating Budget	\$62,925,459	\$69,174,172	\$75,374,651	\$79,686,203	\$80,396,615
<i>Capital Improvements</i>	166,000	522,192	986,421	356,179	356,179
TOTAL BUREAU EXPENSES	\$63,091,459	\$69,696,364	\$76,361,072	\$80,042,382	\$80,752,794
<i>Allocated Overhead Costs</i>				2,639,406	2,639,406
<i>Total Cost with Allocated Overhead</i>				\$82,681,788	\$83,392,200
<u>Authorized Full-Time Positions</u>					
Total	1,039	1,039	1,126	1,165	1,189
<u>SOURCE OF FUNDING</u>					
General Fund					
<u>Types of General Fund Resources:</u>					
<i>Discretionary General Fund</i>		66,190,573	73,057,653	76,625,700	77,336,112
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		307,090	313,759	280,714	280,714
<i>Contract Revenue</i>		748,045	1,180,514	1,279,706	1,279,706
<i>Interagency Services</i>		218,195	302,061	121,734	121,734
<i>Bureau Program Revenue</i>		2,232,461	1,507,085	1,734,528	1,734,528
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		3,505,791	3,303,419	3,416,682	3,416,682
Total General Fund Resources		\$69,696,364	\$76,361,072	\$80,042,382	\$80,752,794
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
<u>PROGRAMS</u>					
<i>Neighborhood Policing Services</i>		\$40,996,571	\$47,545,689	\$49,955,568	\$50,776,834
<i>Positions</i>		635	706	729	750
<i>Investigative Services</i>		9,264,509	11,341,084	11,788,065	11,788,065
<i>Positions</i>		155	164	174	174
<i>Crime Interdiction Services</i>		6,038,751	6,812,808	7,161,688	7,161,688
<i>Positions</i>		88	94	94	94
<i>Support Services</i>		13,396,533	10,661,491	11,137,061	11,026,207
<i>Positions</i>		161	162	168	171
TOTAL PROGRAMS		\$69,696,364	\$76,361,072	\$80,042,382	\$80,752,794
<i>Positions</i>		1039	1126	1165	1189

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 existing 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 Four of the transition to Community Policing.

BUREAU OF POLICE (100)

Service Area: Public Safety

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

Significant additions to the FY 1993-94 budget include funding for 38 sworn and 4 non sworn positions to reach the Institute for Law and Justice (ILJ) report recommendation of an additional 200 sworn positions required to fully implement Community Policing. This report was commissioned by the Citizen's Crime Commission in 1989. In its budget deliberations, City Council also approved the implementation of a Domestic Violence Reduction Program within the Family Services Division, as well as the formation of a Fourth Precinct to provide better coverage of the outer east patrol area.

In addition, due to recently approved annexations, the Police Bureau received funding for an additional 20 sworn and 4 non sworn positions to provide required Police services to the newly annexed areas. Thus the FY 1993-94 budget includes funding for a total of 58 new sworn and 8 new non sworn positions.

Other noteworthy additions to the FY 1993-94 Police Bureau budget include funding for a skidcar platform to use in police officer vehicle training and an automated firearms system to provide for enhanced training in deadly force/shooting scenario situations. Both purchases should lead to reduced liability costs in future years.

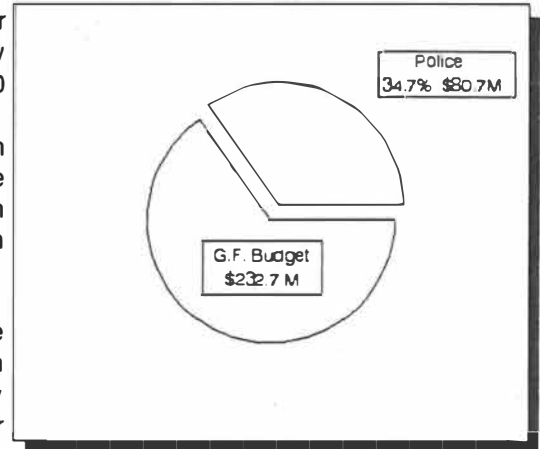
The total Police Bureau budget for FY 1993-94 is \$80.75 million. Netting out capital projects and other one time expenditures in both fiscal years, the year to year increase is \$4.72 million, which represents a growth of 6%. The most significant portion of this increase is the result of \$2.5 million added by City Council to support 38 sworn and 4 non sworn positions, as well as an additional \$1 million provided for additional positions to provide service to the recently annexed areas in outer east Portland. The remaining \$1.2 million in budget growth covers inflationary adjustments in personnel, materials and services, and service reimbursement costs.

The total staffing level for the Police Bureau in FY 1993-94 is 1,189 compared to a revised FY 1992-93 staffing level of 1,126 an increase of 63 positions. As noted above, a total of 58 sworn and 8 non sworn positions were added for the implementation of Community Policing and to provide services to the newly annexed areas. In addition, 2 sworn positions were eliminated - the Mayor's Security Officer, and the Lieutenant who headed up Planning and Research. A third position, the Information and Referral Coordinator was reduced from full time to part time.

The staff expansion package will provide for the establishment of Neighborhood Resource Teams at both East and Central Precincts. In addition, teams of detectives will be provided at North and Central Precincts to work with the neighborhood officers and community residents and groups in addressing property crimes in their neighborhoods. This would replicate East Precinct's successful demonstration project.

Resources will also be allocated to the Domestic Violence Reduction Program within the Family Services Division. Key elements of the program will be to treat domestic violence as a serious crime, focus on victim safety, emphasize perpetrator accountability, and provide for a coordinated response of community agencies.

PERCENT OF GENERAL FUND



BUREAU OF POLICE (100)

Service Area: Public Safety

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The staff expansion package will also allow for the formation of a Fourth Precinct, by splitting the current East Precinct into two areas. This will provide for better coverage of the outer east area, and alignment of patrol districts along neighborhood association boundaries. This action is particularly timely given the recent annexation that added over 10,000 residents to the City of Portland.

The City's new emergency dispatch CAD computer system, the new 800 MHz trunked radio system, and mobile digital terminals (MDTs) in Police and Fire vehicles are expected to be on-line by the end of January 1994. This will be the culmination of technological improvements authorized by voters in the Public Safety Levy in 1989 and by City Council in 1990. The new systems will provide enhanced public safety communications, as well as opportunities for significant improvement in data collection for performance evaluation.

DESCRIPTION OF PROGRAMS

Neighborhood Policing Services:

Provides a uniformed police response to emergency and other calls for Police service, as well as patrols in Portland neighborhoods and assistance to citizens, neighborhood associations, and business and civic groups. Includes all of the Precincts, the Traffic Division, the Alarm Information Office, the Asset Forfeiture Unit, the SERT Team, the Neighborhood Response Teams, and the Crime Prevention Unit.

Investigative Services:

Provides follow-up investigation of serious crimes and complaints of improper conduct lodged against the Police Bureau. Includes the Family Services Division and the Bias Crimes Unit.

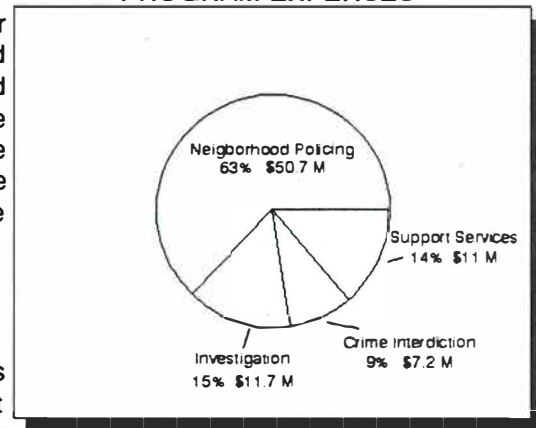
Crime Interdiction Services:

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 to high level distribution and manufacturing. Includes the Gang Enforcement Team (GET) and participation on the Regional Organized Crime/Narcotics Task Force (ROCN).

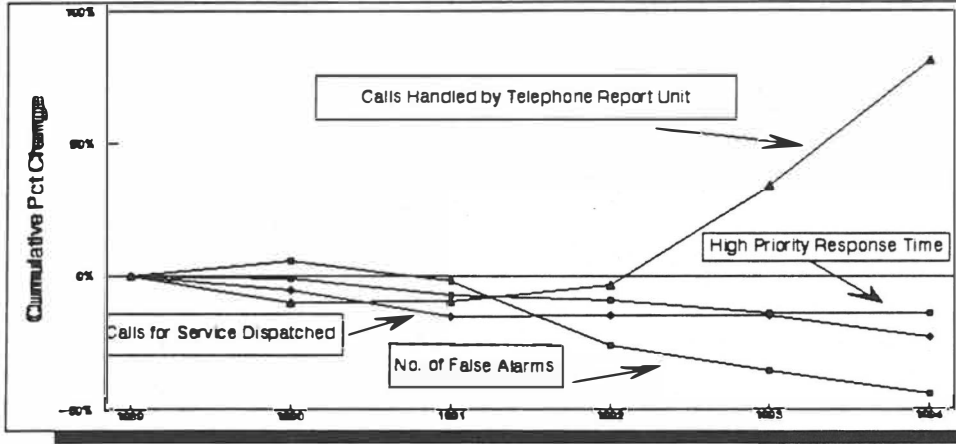
Support Services:

Provides support services which support the Bureau's operational mission including data processing, fiscal, loss control, personnel and training, and records. Includes the Chief of Police and his immediate staff.

PROGRAM EXPENSES

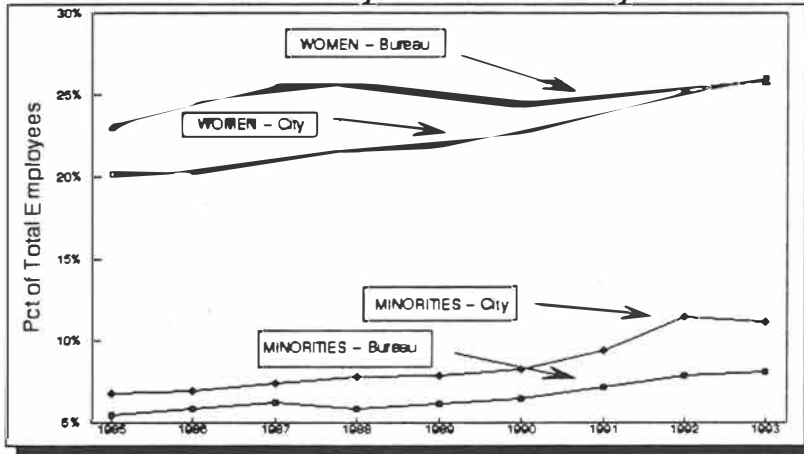


PERFORMANCE TRENDS



- Calls for Service Dispatched
 - Down 23%
- High Priority Response Time
 - Response time is 13.5% faster than 1989
- Number of False Alarms
 - Down 44% due to False Alarm Reduction Program
- Calls Handled by Telephone Report Unit (TRU)
 - Up 82%

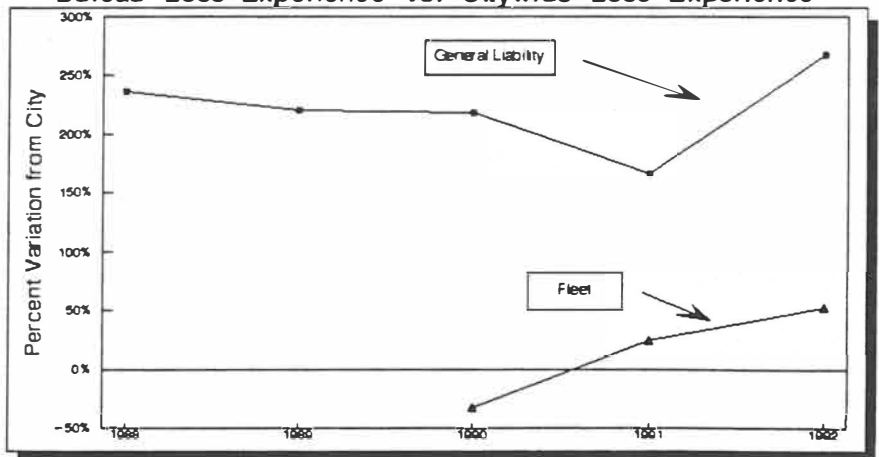
Workforce Diversity – Bureau vs. Citywide



- Bureau percentage of women up from 23% to 26%.
- Sworn female officers up from 12.2% to 15% of total sworn.
- Minorities up from 5.5% to 8.1%. Still below citywide average.
- Minority sworn up from 5.4% to 8.5% of total sworn.

- Liability claims far exceed citywide average. A 15% reduction would save \$72,000.
- Fleet claims now exceed citywide average and are increasing. A 15% reduction would save \$27,000.
- Sworn FPD&R disability claim costs dropping due to pension reform. Average cost per employee = \$5,880.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF POLICE (100)

Service Area: Public Safety

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Police has identified the following top priority projects for FY 1993-94:

- *Further develop and implement a neighborhood based patrol deployment plan.*
- *Implement a neighborhood focused drug enforcement policy.*
- *Develop and implement a comprehensive public and inter-bureau information and education strategy.*
- *Continue to enhance the diversity of the Police Bureau to reflect community characteristics.*
- *Develop a quality assurance and on-going strategies planning system.*
- *Develop a comprehensive personnel performance evaluation system.*
- *Develop a comprehensive Management Information System.*
- *Further develop a program performance budget status reporting system.*
- *Develop a prototype community involvement matrix.*
- *Develop and implement a Career Officer Program.*
- *Develop a plan for an automated reporting system to be implemented in FY 94-95.*
- *Pursue opportunities for the functional integration of law enforcement services throughout the region.*

MAJOR BUDGET NOTES

- *Develop a comprehensive system of performance measurement, including benchmarks for Community Policing.*
- *Complete a comprehensive Facilities Plan on expected capital requirements over the next ten to fifteen years.*
- *Prepare a traffic enforcement plan which responds to high priority traffic problems identified by Portland's neighborhoods.*

EFFECTIVENESS MEASURES

	<i>Actual</i> FY 91-92	<i>Revised</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
Percent of Minority and Women Hires	18%	18%	18%	18%
Percent of Cases Sent to DA for Prosecution	46%	46%	46%	46%
Citizen Favorable Rating of Police Service Quality	60%	63%	65%	65%

EFFICIENCY MEASURES

Travel Time on Priority 1 & 2 Calls	4.75	4.50	4.50	4.50
Percent of Calls Handled by Non-Patrol Officers	15%	18%	30%	30%

WORKLOAD MEASURES

Number of False Alarms	20,247	17,549	15,268	15,268
Calls for Service Dispatched	234,689	234,491	212,000	212,000
Calls Handled by Telephone Report Unit	47,871	66,482	90,000	90,000

POLICE BUREAU (100)

Service Area: Public Safety

Commissioner-in-Charge: Mayor Vera Katz

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$37,365,018	\$40,501,979	\$43,170,995	\$46,026,789	\$46,628,168
512000 Part-Time/Limited Term Employees	201,300	272,875	458,065	517,140	517,140
514000 Overtime	3,313,956	3,535,098	3,105,660	3,479,012	3,515,012
515000 Premium Pay	383,935	427,379	568,044	910,856	960,856
517000 Benefits	6,240,804	7,172,145	7,633,387	8,202,381	8,279,797
Total Personal Services	\$47,505,013	\$51,909,476	\$54,936,151	\$59,136,178	\$59,900,973
521000 Professional Services	\$295,551	\$435,362	\$493,257	\$330,745	\$333,245
522000 Utilities	143	0	0	0	0
523000 Equipment Rental	55,145	14,007	21,348	16,500	16,500
524000 Repair & Maintenance	152,832	148,989	195,214	284,952	284,952
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	447,482	507,263	801,040	534,663	534,663
531000 Office Supplies	137,734	158,311	120,599	175,660	177,160
532000 Operating Supplies	542,981	581,840	759,693	721,662	732,662
533000 Repair & Maint Supplies	4,241	5,022	16,391	17,648	17,648
534000 Minor Equipment	258,372	122,477	130,617	150,612	150,612
535000 Clothing	224,852	268,880	410,921	557,782	637,782
539000 Other Commodities	217,691	240,903	300,852	265,568	275,568
541000 Education	75,783	78,138	113,781	142,118	142,118
542000 Local Travel	526	540	6,837	6,252	6,252
543000 Out-of-Town Travel	74,017	97,107	116,983	115,162	115,162
544000 External Rent	9,131	9,717	9,670	38,683	38,683
545000 Interest	0	0	0	0	0
546000 Refunds	7,360	3,550	0	200	200
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	272,387	261,695	272,119	294,713	294,713
Total External Materials & Svcs	\$2,776,228	\$2,933,801	\$3,769,322	\$3,652,920	\$3,757,920
551000 Fleet Services	\$3,251,930	\$3,030,410	\$3,587,770	\$3,516,896	\$3,546,896
552000 Printing/Distribution	238,240	286,825	295,572	337,590	311,109
553000 Facilities Services	2,623,022	3,533,047	3,640,649	3,759,913	3,675,540
554000 Communications	910,148	970,657	1,070,876	1,426,936	1,435,336
555000 Data Processing	302,835	358,405	414,814	474,575	474,575
556000 Insurance	1,470,409	1,383,969	1,675,043	1,615,352	1,615,352
557000 Equipment Lease	90,000	0	3,000	101,114	101,114
558000 Same Fund Services	10,156	1,142	0	50,000	75,000
559000 Other Fund Services	3,404,590	4,419,731	4,933,531	5,071,600	4,744,171
Total Internal Materials & Svcs	12,301,330	13,984,186	15,621,255	\$16,353,976	\$15,979,093
Total Materials & Services	\$15,077,558	\$16,917,987	\$19,390,577	\$20,006,896	\$19,737,013
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	192,889	297,376	987,765	554,266	677,266
Total Capital Outlay	\$192,889	\$297,376	\$987,765	\$554,266	\$677,266
573000 Cash Transfer-Equipment	315,999	571,525	1,046,579	\$345,042	\$437,542
Total Appropriation	\$63,091,459	\$69,696,364	\$76,361,072	\$80,042,382	\$80,752,794

POLICE BUREAU (100)

Service Area: Public Safety

Commissioner—in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

Class No.	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		90-91 No.	91-92 No.	FY 92-93 No. Amount		FY 93-94 No. Amount		FY 93-94 No. Amount	
5146	Police Chief	1	1	1	84,000	1	86,694	1	86,694
7490	Community Relations Asst.	0	0	1	17,456	1	35,360	1	35,360
7481	Community Specialist II	0	0	0	0	0	0	0	0
7460	Human Resource Coordinator I	0	1	0	0	0	0	0	0
7457	Human Resource Spec III	0	1	1	31,877	0	0	0	0
7456	Human Resource Spec II	0	0	1	26,955	1	26,547	1	26,547
5190	Asset Forfeiture Specialist	0	1	0	0	0	0	0	0
0816	Senior Admin. Specialist	0	0	3	84,130	2	52,300	2	52,300
5189	Investigative Accountant	1	1	1	51,198	1	52,743	1	52,743
5188	Police Info System Manager	1	1	0	0	0	0	0	0
2552	Sr. Info Systems Mgr.	0	0	1	53,056	1	60,698	1	60,698
5187	Director of Fiscal Services	1	1	0	0	0	0	0	0
0973	Program Manager IV	0	0	1	54,351	1	62,840	1	62,840
5183	Crime Prevention Rep I	3	3	3	94,461	3	97,281	3	97,281
5182	Public Safety Specialist	2	2	2	47,492	2	70,721	2	70,721
5180	Police Chaplain	1	1	1	43,535	1	46,199	1	46,199
5175	Criminalist	13	13	13	622,991	14	683,694	14	683,694
5174	Police Photo Repr Specialist	2	2	2	86,986	2	89,576	2	89,576
5173	Police Ident Tech II	3	3	3	130,479	3	134,364	3	134,364
5172	Police Ident Tech I	10	10	10	385,001	11	436,375	11	436,375
5170	ID Tech Supervisor	0	1	1	47,732	1	49,444	1	49,444
5150	Police Detective	85	86	111	4,524,053	116	5,512,783	116	5,512,783
5144	Assistant Chief	1	1	1	76,671	1	78,425	1	78,425
5142	Deputy Police Chief	3	3	3	219,051	3	224,502	3	224,502
5140	Police Commander	0	3	3	198,945	3	209,969	3	209,969
5138	Police Captain	11	7	8	549,600	8	520,831	8	520,831
5137	Police Lieutenant	29	28	28	1,493,556	30	1,691,405	30	1,691,405
5134	Police Sergeant	89	87	98	4,485,479	105	5,065,949	107	5,152,893
5128	Police Officer	594	601	631	24,800,674	652	25,377,412	670	25,825,475
3271	Graphics Illustrator II	1	1	1	36,289	1	39,756	1	39,756
3236	Chief Planner	0	0	0	0	1	47,502	1	47,502
1256	Senior Home Security Spec.	1	1	1	30,067	1	32,364	1	32,364
1255	Home Security Specialist	1	1	1	28,585	1	29,295	1	29,295
1232	Automotive Servicer	3	3	3	84,816	3	87,384	3	87,384
1217	Stable Attendant	1	1	1	28,272	1	29,128	1	29,128
0905	Public Safety Analyst II	3	3	0	0	0	0	0	0
0966	Program Coordinator	0	0	1	39,172	1	45,080	1	45,080
0964	Program Specialist	0	0	2	78,346	3	120,025	3	120,025
0962	Assistant Program Specialist	0	0	0	0	0	0	1	33,051
0852	Loss Control Officer	0	1	0	0	0	0	0	0
0968	Program Manager	0	0	4	161,909	4	182,570	4	182,570
0827	Management Analyst	1	1	0	0	0	0	0	0
0924	Admin. Supervisor III	0	0	1	39,651	1	45,560	1	45,560
0819	Admin Assistant I	2	1	0	0	0	0	0	0
0920	Admin. Supervisor I	0	0	2	60,411	2	70,678	2	70,678
0813	City/Community Liaison	1	1	0	0	0	0	0	0
0605	Audio Visual Specialist	1	1	1	38,294	1	42,825	1	42,825
0415	Property/Evidence Control Mgr	0	1	0	0	0	0	0	0
0411	Stores Supervisor I	1	1	1	33,972	1	34,995	1	34,995
0410	Storekeeper	8	7	7	207,256	7	213,542	7	213,542
0409	Senior Storekeeper	1	1	1	31,800	1	32,761	1	32,761
0381	Systems Programmer	2	2	0	0	0	0	0	0
0380	MIS Analyst	1	1	0	0	0	0	0	0
2546	Info. Systems Supervisor	0	0	2	86,820	2	90,160	2	90,160
2540	MIS Support Technician	0	0	1	28,439	0	0	0	0
TOTAL THIS PAGE		878	886	958	39,223,828	994	41,809,737	1,015	42,377,795

POLICE BUREAU (100)

Service Area: Public Safety

Commissioner-in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

Class No.	Title	Actual 90-91	Actual 91-92	Revised Budget FY 92-93		Proposed FY 93-94		Adopted FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
2534	Senior Programmer Analyst	0	0	1	43,911	1	36,308	1	36,308
0366	Computer Programmer/Operator	4	0	0	0	0	0	0	0
2532	Programmer Analyst	0	4	4	130,910	4	150,085	4	150,085
2544	Sr. MIS Support Analyst	0	0	1	22,529	1	37,513	1	37,513
0346	Word Processing Operator II	1	1	1	26,852	1	27,666	1	27,666
0222	Secretarial Assistant	1	1	0	0	0	0	0	0
0153	Police Clerical Supervisor	1	1	0	0	0	0	0	0
0922	Admin. Supervisor II	0	0	6	191,317	6	218,329	6	218,329
0210	Clerk I	0	0	1	22,529	1	18,395	1	18,395
0152	Police Clerical Specialist	9	9	18	389,269	18	496,670	18	496,670
0151	Police Clerical Assistant	62	61	66	1,539,120	69	1,609,612	70	1,626,626
0148	Police Data Supervisor	4	4	0	0	0	0	0	0
0149	Police Data Manager	0	1	0	0	0	0	0	0
0147	Police Data Technician II	9	8	8	216,984	8	220,906	8	220,906
0146	Police Data Technician I	66	63	62	1,363,746	62	1,401,568	64	1,417,875
TOTAL FULL-TIME POSITIONS		1,035	1,039	1,126	43,170,995	1,165	46,026,789	1,189	46,628,168

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	Actual FY 90-91	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
EXPENDITURES					
Operating Budget:					
Personal Services	\$46,115,834	\$44,119,880	\$44,934,383	\$45,253,738	\$45,253,738
External Materials and Services	2,599,026	2,832,389	4,040,355	3,673,931	3,673,931
Internal Materials and Services	2,352,610	2,509,170	2,962,642	2,854,469	3,166,650
Minor Capital Outlay	0	0	0	13,700	13,700
Cash Transfers-Equipment	44,788	19,504	8,263	3,500	3,500
Total Operating Budget	\$51,112,258	\$49,480,943	\$51,945,643	\$51,799,338	\$52,111,519
Capital Improvements	1,487,169	2,666,242	3,087,723	3,486,325	3,874,070
TOTAL BUREAU EXPENSES	\$52,599,427	\$52,147,185	\$55,033,366	\$55,285,663	\$55,985,589

Allocated Overhead Costs				1,469,462	1,469,462
Total Cost with Allocated Overhead				\$56,755,125	\$57,455,051

Authorized Full-Time Positions

Total	840	757	770	771	771
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SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

Discretionary General Fund	44,941,244	48,368,223	49,188,299	49,888,225
Non-Discretionary Revenues				
Grants & Donations	207,608	289,002	0	0
Contract Revenue	4,974,304	4,290,288	3,530,098	3,530,098
Interagency Services	0	0	0	0
Bureau Program Revenue	2,024,029	2,085,853	2,567,266	2,567,266
Overhead Revenue from Other Funds	0	0	0	0
Total Non-Discretionary Revenues	7,205,941	6,665,143	6,097,364	6,097,364
Total General Fund Resources	\$52,147,185	\$55,033,366	\$55,285,663	\$55,985,589

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

Prevention	\$3,955,656	\$4,189,604	\$4,420,552	\$4,415,312
Positions	62	63	64	64
Management Services	1,371,724	3,312,930	2,093,453	2,091,555
Positions	15	38	38	38
Emergency Operations	39,357,942	38,843,587	39,407,852	39,752,834
Positions	638	610	610	610
Logistical Support	5,609,551	6,869,919	6,997,648	7,307,190
Positions	24	25	25	25
Training & Emergency Management	1,852,312	1,817,326	2,366,158	2,418,698
Positions	18	34	34	34
TOTAL PROGRAMS	\$52,147,185	\$55,033,366	\$55,285,663	\$55,985,589
Positions	757	770	771	771

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau's mission is: "To promote a safe environment for all areas protected by the Portland Bureau of Fire, Rescue and Emergency Services, to respond to fire and other emergencies, and to provide non-emergency services to public benefit." In achieving this mission the bureau has four goals:

- 1) To reduce the frequency and severity of fires and hazardous materials emergencies through prevention and enforcement programs;
- 2) To minimize suffering, loss of life and property from fires, hazardous materials, medical and other emergencies through response programs;
- 3) To ensure preparedness through training, citywide disaster planning and emergency management programs; and
- 4) To provide the resources and support necessary for the Bureau to accomplish its mission.

The primary current services provided by the Bureau are: rapid response to fires, medical and other emergencies with sufficient people and equipment to control the emergency; support activities that make emergency response possible, including fire dispatch, maintenance of fire buildings and equipment, training, and management support; fire prevention activities, including public education, fire code inspection and plans review, and arson investigation; and preparation for the management of large-scale public emergencies. In addition to serving residents and businesses within the City of Portland, the Portland Bureau of Fire, Rescue and Emergency Services provides, under contract, fire protection to Multnomah Fire District 10 located in the unincorporated area of East Multnomah County.

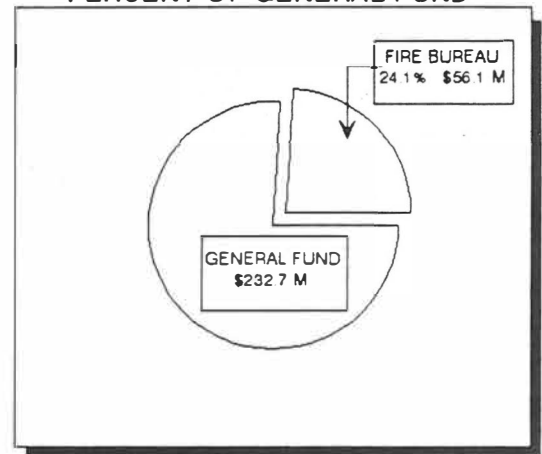
Since FY82/83, the Fire Bureau has experienced staffing and operating budget reductions, resulting in closure of several stations and companies. Yet, as highlighted by a recent City Auditor's report, the Bureau continues to receive the highest citizen ratings among all major city services while dealing with reduced funding levels. The Fire Study Report made several observations on the accomplishments of Fire Bureau operations:

- Good job in all service delivery areas.
- Very good record from Prevention and Suppression efforts.
- Very Good First Responder Emergency Medical Services.
- Personnel dedicated and committed to providing high quality service and have pride in the organization.
- EMS delivers high quality services with good response times; works effectively with private ambulance co.
- Kept pace with advances in technology and orientation of Fire Departments.

The adopted Fire budget is 24.1% of the total General Fund budget. It supports the current service level with 28 fire stations with a normal on-duty staff of 174 personnel. The most significant operating change reflected the FY1993-94 adopted budget is the transfer of the Fire Alarm Dispatch System (FADS) to the Bureau of Emergency Communications (BOEC), scheduled for November, 1993. The transfer plus a revised EMS billing methodology, results in an estimated \$700,000 Bureau savings in FY1993/94 and an annualized savings of about \$1 million. 16 Communication Dispatchers are budgeted only through the end of October 1993; the five supervisory positions (one Staff Captain and four Lieutenants) and the Deputy Fire Chief over FADS have one-time funding for the full year to complete training and transition. \$300,000 has been placed in reserves in case the transfer does not happen on schedule. \$300,000 of savings has been transferred to Police to cover additional EMS costs due to billing changes.

During the budget review process: plan review fees were revised to increase cost recovery from 58% to 100%; and a 3% reduction in requested materials and services was made.

PERCENT OF GENERAL FUND



BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The Tri-Data Fire Study was completed late in FY1992-93; one of its most significant recommendations proposes that the Fire Bureau provide ambulance/transport services for EMS patients. In June 1993, the Multnomah County Commission began discussion of a countywide ambulance plan, either as a single provider system or as a tiered system. The Fire Bureau is participating in these discussions; no decision has been made. The FY1993-94 Adopted budget does not include funds to implement recommendations. During FY1993-94, multi-year financial strategies for Tri-Data recommendations will be developed.

The Fire FY1993-94 operating budget totals \$56 million, an increase of \$1 million over the prior year. However, this represents a 6.9% decrease in per capita costs, due primarily to the transfer of the FADS function to BOEC. The operating budget includes \$458,500 for Urban Services to be provided in District #10 for newly annexed areas. No new positions have been requested; the budget shows one additional position which is the Fire Inspector position approved March 1993. A pilot program Community Emergency Services program will be undertaken at three fire stations; this program is modeled after the Community Policing concept and attempts to increase citizen involvement. The Bureau's capital budget has increased due to the on-going facility and apparatus requirements. (See Capital Budget for details.)

DESCRIPTION OF PROGRAMS

Emergency Operations

The Emergency Operations program makes up 71% of the Fire Bureau's total budget. The primary goal and function of the Emergency Operations program is to provide fire suppression, first responder and advanced life support emergency medical services, pre-fire inspections and hazardous materials response, in order to minimize economic, physical and social losses from fires, accidents and natural disasters.

Logistics

The Logistics program totals 13.1% of the Fire Bureau's budget. This program is comprised of Logistics Administration, Building Maintenance, Apparatus Maintenance, and support for Emergency Operations and Station Operations. The Logistic program is responsible for the the maintenance of bureau buildings and apparatus equipment for continuous and reliable operation 24 hours a day, year-round.

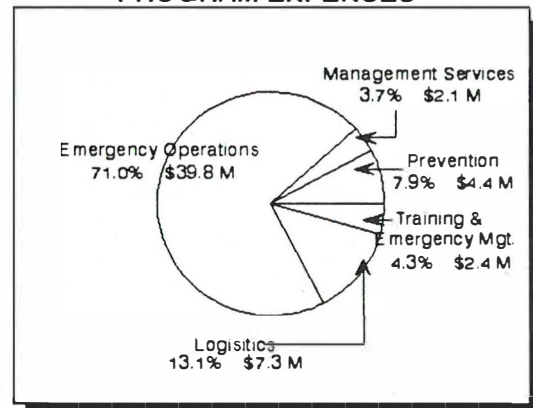
Fire Prevention

The Fire Prevention program makes up 7.9% of the total Fire Bureau budget. This program consists of seven functional areas: Public Education, Plans Review, Code Enforcement, Investigation, Harbor Master, Special Hazards and Administration. These areas are responsible for informing/educating the public, conducting new construction plan reviews, performing Fire Code Inspections, investigating fires, enforcing the Harbor Code and regulating special hazards in the City. The goal of this program is to minimize loss of life and property through public education and information, building and property inspections, and fire scene investigations.

Training and Emergency Management

The Training and Emergency Management program is 4.3% of the bureau's budget. This program consists of four functional areas: Emergency Management, Training, Community Emergency Services and Planning. These areas are responsible for recruiting, training and maintaining a skilled fire and emergency response force; preparing and maintaining an emergency preparedness plan for the City in the event of a disaster; providing planning data and statistical support for Bureau programs; and, developing a menu of community-based programs that allow the fire stations and staff to become more an integral part of and support to the surrounding neighborhoods.

PROGRAM EXPENSES



BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

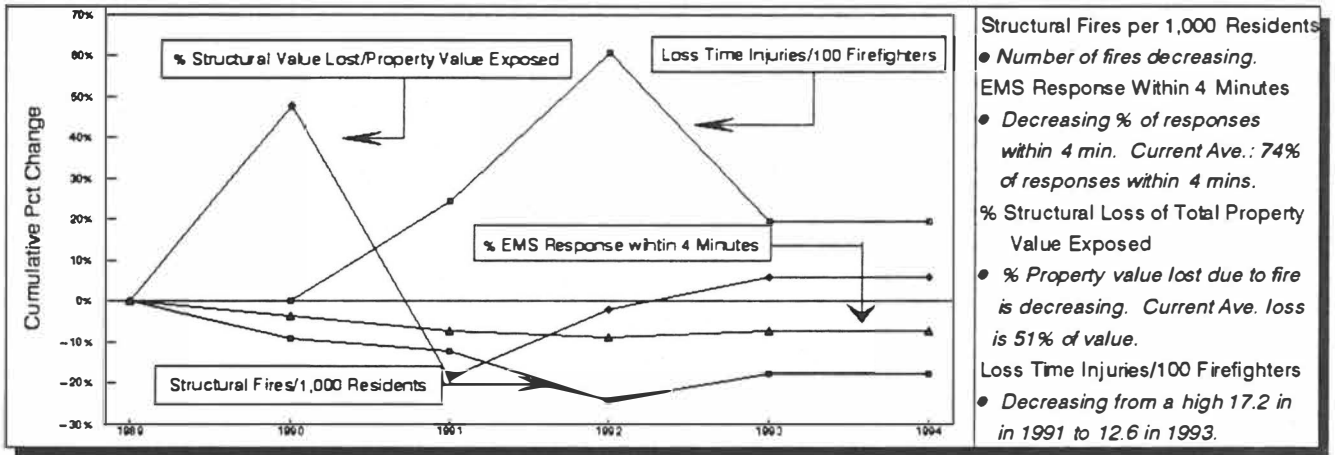
SUMMARY OF BUREAU EXPENSES

DESCRIPTION OF PROGRAMS (cont'd)

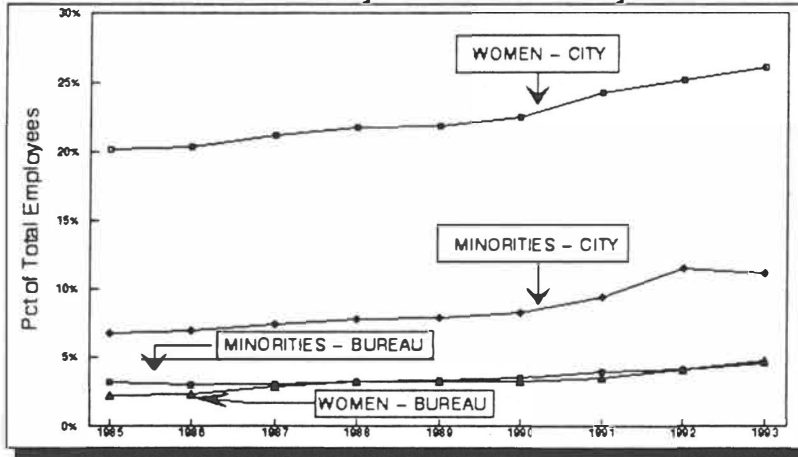
Management Services

The Management Services program is 3.7% of the Fire Bureau's budget. This program consists of four functional areas: the Office of the Fire Chief, General Administration, Information Services and Fire Alarm Dispatch. This division is responsible for the overall managerial and fiscal direction of the Bureau; staff assistance in the area of policy making and long range planning and the dispatch of emergency personnel and equipment.

PERFORMANCE TRENDS



Workforce Diversity – Bureau vs. Citywide



- Historically, Affirmative Action trends fall below City trends.
- Minority employee trends at 50% of below City average.
- Women employee trends are 75% below City average.
- Bureau pre-employment process has built up a diverse pool of applicants. But Bureau has not been able to hire new employees due to position reductions over the past year.

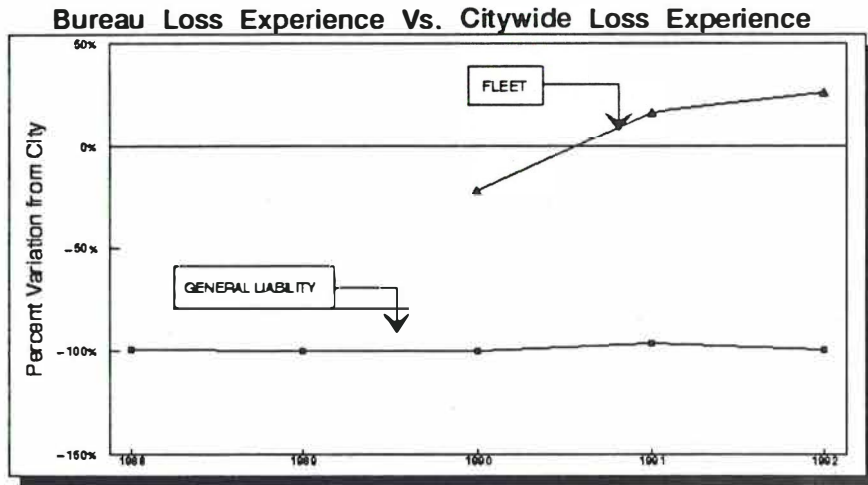
BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

- General Liability experience is well below citywide experience.
- Fleet experience shows lower no. of claims but higher cost/claim than City.
- Disability & Retirement Fund claim costs down due to pension reform and reduced time loss injuries. Ave. cost/sworn position down by \$925 from '90 to '92. 1992 cost per position was \$6,500+. (75% of staff)
- Workers Compensation trends for rest are higher than city experience.
- Workers' Compensation and Disability & Retirement data is not included on graph



BUREAU MANAGEMENT OBJECTIVES

FY1993-94 Objectives:

- Implement new Fire Information System – October, 1993
- Engage in collaborative bargaining with Local #43 of the International Association of Fire Fighters – Spring, 1994
- Provide for smooth transition of dispatch function to BOEC – Fall, 1993
- Continue efforts aimed towards expanding Bureau-specific revenues – Fall/Winter, 1993
- Provide for orderly termination of contract with RFPD #10 – Winter, 1993/Spring/1994
- Continue to work towards cooperative relationships with adjoining fire service providers concerning services in joint boundary areas – Spring, 1994

Ongoing Objectives:

- Implement Council-approved recommendations stemming from the Tri-Data Report.
- Further development of Community Emergency Services program
- Provide for orderly transition of Bureau Management as a result of retirements.
- Continue to improve female and minority representation within uniformed classifications.

MAJOR BUDGET NOTES

- *Regional Services:* evaluate and, where appropriate, develop plans for regionalizing specialized services – such as investigation, training, public education, and emergency management.
- *Arson Investigations:* evaluate alternatives including increased use of station personnel, training and call-back Inspectors, regionalization and increased services from Police.
- *Civilianization:* possible conversion of sworn to non-sworn personnel in Prevention, Public Education, Inspection, etc. Possible cost savings and achievement of affirmative action goals.
- *Return-to-Work Program:* strategies for increasing return-to-work programs to reduce disability costs.
- *Battalion Districts:* In FY94/95, with the end of District #10 contract, reorganization of Districts and possible elimination of three Battalion Chiefs. Possible cost savings and span of control/management issues.
- *Plans Review:* feasibility and potential efficiencies associated with consolidation functions with Bureau of Buildings.
- *Tri-Data Fire Operations Study:* provide a detailed financial plan on multi-year basis.

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<u>EFFECTIVENESS MEASURES</u>				
● Fires per 1,000 residents	6.50	6.59	6.59	6.59
● Numbers of lives lost per 100,000 population. Goal: no more than 97% of last three years average of 1.668/100,000 population.	159%	97%	97%	97%
● Total fire loss per capita. Goal: no more than 97% of last three years average of \$34.68 per capita.	131%	97%	97%	97%
● Dollar value of fire loss as a percentage of total value of structure exposed to fire. Goal: no more than 97% of last three years total of 52.43%.	97.6%	97%	97%	97%
● Number of time-loss injuries for 100 fire fighters. Goal: no more than 97% of last three years average of 13.17/100 firefighters.	96%	97%	97%	97%
● % of repairs to emergency equip. that are unscheduled	5%	10%	10%	10%
● % of fire calls responded to in 4 min. or less. Goal: 90%	72%	70%	70%	70%
● % EMS calls responded to in 4 min. or less. Goal: 90%.	74%	75%	75%	75%
<u>EFFICIENCY MEASURES</u>				
● Average Number of inspections per inspector completed each day.	3.16	3.06	3.00	3.00
● Average per capita cost of Fire/EMS protection.	\$77.67	\$76.82	\$79.06	\$79.06
● Management support cost as a percentage of total budget (excludes Fire Alarm Dispatch).	2.6%	2.4%	2.4%	2.4%
<u>WORKLOAD MEASURES</u>				
● No. of Structural Fires	1,225	1,200	1,200	1,200
● No. of Total Calls (EMS, Other, Etc)	46,655	46,700	46,700	46,700
● Public Education presentations	400	500	520	520
● No. of participants in public education programs	N/A	25,000	26,200	26,200
● No. of Priority 1 inspections	554	4,350	5,750	5,750
● No. of Building Maintenance Work Orders completed	2,456	2,200	2,300	2,300
● No. of Vehicle Maintenance Work Orders completed	4,109	4,000	4,200	4,200
● No. of Training contacts with fire companies	1,950	2,080	2,080	2,080

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$33,299,969	\$33,025,571	\$33,226,574	\$33,792,449	\$33,792,449
512000 Part-Time/Limited-Term Employees	48,831	35,102	54,801	62,117	62,117
514000 Overtime	932,682	800,336	633,403	688,739	688,739
515000 Premium Pay	5,026,551	3,759,384	4,530,444	4,322,412	4,322,412
517000 Benefits	6,807,801	6,499,487	6,489,161	6,388,021	6,388,021
Total Personal Services	\$46,115,834	\$44,119,880	\$44,934,383	\$45,253,738	\$45,253,738
521000 Professional Services	\$237,479	\$362,697	\$600,872	\$281,896	\$278,896
522000 Utilities	325,681	272,581	421,878	444,690	444,690
523000 Equipment Rental	7,865	2,253	17,743	26,743	26,643
524000 Repair & Maintenance	429,214	445,008	883,843	787,307	787,157
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	62,986	71,709	109,145	94,835	93,735
531000 Office Supplies	66,222	99,294	83,630	86,593	86,593
532000 Operating Supplies	634,229	667,506	811,106	830,409	842,793
533000 Repair & Maintenance Supplies	286,458	304,827	351,459	426,430	425,521
534000 Minor Equipment	47,385	126,078	139,796	149,403	148,718
535000 Clothing	163,828	177,366	223,262	228,421	227,421
539000 Other Commodities	(3,667)	1,876	2,987	1,987	1,487
541000 Education	140,937	175,777	241,290	228,200	225,210
542000 Local Travel	4,267	3,572	12,690	12,690	11,690
543000 Out-of-Town Travel	48,704	71,682	82,043	82,748	82,748
544000 External Rent	30,000	32,500	35,675	38,594	38,594
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	105,307	0	0	0	0
549000 Miscellaneous	12,131	17,663	22,936	25,066	24,116
Subtotal External Materials & Services	\$2,599,026	\$2,832,389	\$4,040,355	\$3,746,012	\$3,746,012
551000 Fleet Services	\$285,806	\$306,583	\$362,871	\$341,348	341,348
552000 Printing/Distribution	112,975	141,486	120,074	112,988	98,265
553000 Facilities Services	8,790	2,324	3,804	16,471	15,946
554000 Communications	455,654	510,445	517,535	489,993	489,993
555000 Data Processing	32,790	34,150	68,550	92,451	92,451
556000 Insurance	562,960	571,855	758,276	744,649	744,649
557000 Equipment Lease	1,133,532	1,223,111	775,280	1,104,096	1,104,096
558000 Same Fund Services	7,862	19,798	22,836	21,417	21,417
559000 Other Fund Services	885,773	922,529	1,108,696	1,038,071	1,365,500
Subtotal Internal Materials & Services	\$3,486,142	\$3,732,281	\$3,737,922	\$3,961,484	\$4,273,665
Total Materials & Services	\$6,085,168	\$6,564,670	\$7,778,277	\$7,707,496	\$8,019,677
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	133,138	345,222	1,028,131	1,575,179	1,962,924
564000 Equipment	220,499	1,097,909	1,284,312	745,750	745,750
Total Capital Outlay	\$353,637	\$1,443,131	\$2,312,443	\$2,320,929	\$2,708,674
573000 Cash Transfers – Equipment	\$44,788	\$19,504	\$8,263	\$3,500	\$3,500
Total Bureau Expenses	\$52,599,427	\$52,147,185	\$55,033,366	\$55,285,663	\$55,985,589

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	No.	Amount	No.	Amount	No.	Amount
5219	City Fire Chief	1	1	1	84,000	1.0	86,694	1.0	86,694
5388	Fire Information Systems Manager	1	1	0	0	0.0	0	0.0	0
2550	Information Systems Manager	0	0	1	49,423	1.0	55,353	1.0	55,353
5352	Hazardous Materials Coordinator	1	1	1	56,606	1.0	60,698	1.0	60,698
5350	Emerg Medical Serv. Coordinator	1	1	1	56,919	1.0	58,339	1.0	58,339
5347	Assistant Public Education Officer	1	1	1	49,485	1.0	50,718	1.0	50,718
5324	Assistant Fire Marshall	2	2	2	122,782	2.0	130,166	2.0	130,166
5260	Harbor Pilot	6	6	6	287,976	6.0	316,759	6.0	316,759
5257	Mgmt Support Services Officer	1	1	0	0	0.0	0	0.0	0
0972	Program Manager III	0	0	1	54,351	1.0	63,252	1.0	63,252
5240	Fire Apparatus Superintendent	1	1	0	0	0.0	0	0.0	0
1134	Sr. Facilities & Maint. Supervisor	0	0	2	90,452	2.0	98,888	2.0	98,888
5232	Fire Lieutenant Spec. (Communication)	4	4	4	196,356	4.0	202,872	4.0	202,872
5230	Staff Fire Captain	6	8	7	398,139	7.0	408,079	7.0	408,079
5222	Fire Inspector I Specialist	2	1	1	49,465	1.0	50,718	1.0	50,718
5221	Fire Inspector II	5	4	4	219,362	4.0	224,636	4.0	224,636
5220	Fire Inspector I	36	38	38	1,776,043	39.0	1,876,591	39.0	1,876,591
5218	Division Fire Chief	3	3	3	219,052	3.0	232,388	3.0	232,388
5217	Deputy Fire Chief	7	6	7	466,591	7.0	487,799	7.0	487,799
5216	Fire Battalion Chief	15	15	14	888,476	14.0	902,114	14.0	902,114
5215	Fire Training Captain	1	0	0	0	0.0	0	0.0	0
5214	Fire Captain	33	29	29	1,604,059	29.0	1,636,146	29.0	1,636,146
5213	Staff Fire Lieutenant	2	3	3	148,395	3.0	152,154	3.0	152,154
5212	Fire Training Officer	7	6	8	296,790	8.0	301,649	8.0	301,649
5211	Fire Lieutenant	111	103	103	4,947,729	103.0	5,048,851	103.0	5,048,851
5210	Fire Fighter Spec. (Communications)	16	16	16	708,912	16.0	239,786	16.0	239,786
5209	Fire Fighter Specialist	13	11	12	472,152	12.0	487,468	12.0	487,468
5208	Fire Fighter	509	445	451	18,292,550	451.0	18,821,919	451.0	18,821,919
3164	Senior Engineer	1	1	1	51,949	1.0	57,671	1.0	57,671
1536	Auto Mechanic Foreman II	1	1	0	0	0.0	0	0.0	0
1054	Trades Supervisor	0	0	1	39,421	1.0	41,551	1.0	41,551
1532	Automotive Mechanic	6	6	6	201,450	6.0	207,462	6.0	207,462
1520	Maintenance Machinist	1	1	1	33,575	1.0	34,577	1.0	34,577
1453	Electrician	1	1	1	38,273	1.0	39,421	1.0	39,421
1450	Alarm Line Electrician I	1	0	0	0	0.0	0	0.0	0
1443	Painter	3	3	3	100,725	3.0	103,731	3.0	103,731
1420	Carpenter	2	2	2	67,150	2.0	69,154	2.0	69,154
1232	Automotive Servicer I	2	0	0	0	0.0	0	0.0	0
1218	Utility Worker	1	0	0	0	0.0	0	0.0	0
1117	Building Maintenance Supervisor (See Class No. 1134 above)	1	1	0	0	0.0	0	0.0	0
1115	Building Maintenance Mechanic	2	2	2	67,150	2.0	69,154	2.0	69,154
0964	Program Specialist	0	0	1	37,832	1.0	39,217	1.0	39,217
0920	Research Technician	1	1	0	0	0.0	0	0.0	0
0815	Administrative Specialist	0	0	2	46,567	2.0	50,233	2.0	50,233
0828	Senior Management Analyst	2	2	0	0	0.0	0	0.0	0
0828	Senior Financial Analyst	0	0	1	45,978	1.0	49,444	1.0	49,444
0531	Accounting Supervisor II	0	0	1	45,978	1.0	49,945	1.0	49,945
0826	Assistant Management Analyst	1	1	0	0	0.0	0	0.0	0
0826	Assistant Financial Analyst	0	0	1	33,846	1.0	36,873	1.0	36,873
0819	Administrative Assistant I	2	2	0	0	0.0	0	0.0	0
0819	Administrative Assistant	0	0	3	100,413	3.0	109,935	3.0	109,935
TOTAL FULL-TIME POSITIONS		813	731	742	32,446,372	743	32,952,405	743	32,952,405

BUREAU OF FIRE, RESCUE & EMERGENCY SERVICES (124)

Service Area: Public Safety

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		813	731	742	32,446,372	743	32,952,405	743	32,952,405
0606	Video Production Manager	1	1	1	39,171	1.0	44,203	1.0	44,203
0604	Video Production Assistant	2	2	2	70,324	2.0	75,878	2.0	75,878
0514	Associate Accountant	2	2	2	60,529	2.0	63,182	2.0	63,182
0379	Assist Mgmt Info Systems Analyst	3	3	0	0	0.0	0	0.0	0
2,542	MIS Support Analyst	0	0	2	67,779	2.0	73,622	2.0	73,622
2,540	MIS Support Technician	0	0	1	33,889	1.0	36,977	1.0	36,977
0370	Computer Programmer II	0	0	0	0	0.0	0	0.0	0
0366	Computer Programmer/Operator	1	1	0	\$0	0.0	0	0.0	0
2530	Programmer	0	0	1	32,865	1.0	36,803	1.0	36,803
0346	Word Processing Operator II	2	2	1	26,852	1.0	27,666	1.0	27,666
0345	Word Processing Operator I	1	1	0	0	0.0	0	0.0	0
0222	Secretarial Assistant	1	1	1	26,246	1.0	27,040	1.0	27,040
0221	Secretarial Clerk II	4	4	4	65,312	4.0	83,847	4.0	83,847
0220	Secretarial Clerk I	6	5	4	90,714	4.0	90,933	4.0	90,933
0140	Data Entry Clerk	0	0	1	18,212	1.0	19,705	1.0	19,705
0127	Delivery Driver	0	0	1	28,272	1.0	29,128	1.0	29,128
0117	Office Manager II	0	1	0	0	0.0	0	0.0	0
0922	Administrative Supervisor II	0	0	1	31,820	1.0	36,647	1.0	36,647
0116	Office Manager I	2	1	2	93,876	2.0	94,836	2.0	94,836
0114	Clerical Specialist	2	2	4	94,341	4.0	99,577	4.0	99,577
TOTAL FULL-TIME POSITIONS		840	757	770	33,226,574	771	33,792,449	771	33,792,449

BUREAU OF EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	Actual FY 90-91	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
EXPENDITURES					
Operating Budget:					
Personal Services	\$5,330,454	\$5,965,404	\$6,685,473	\$6,526,117	\$6,526,117
External Materials and Services	273,631	298,824	457,275	221,103	221,103
Internal Materials and Services	1,353,147	1,866,674	1,104,489	1,352,651	1,343,763
Minor Capital Outlay	214,562	44,244	395,490	350,000	350,000
Cash Transfers—Equipment	2,000	58,911	0	56,000	56,000
Total Operating Budget	\$7,173,794	\$8,234,057	\$8,642,727	\$8,505,871	\$8,496,983
Capital Improvements	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$7,173,794	\$8,234,057	\$8,642,727	\$8,505,871	\$8,496,983
Allocated Overhead Costs				240,476	240,476
Total Cost with Allocated Overhead				\$8,746,347	\$8,737,459
Authorized Full-Time Positions					
Total	129	129	129	126	126
SOURCE OF FUNDING					
Emergency Communications (115)		\$8,234,057	\$8,642,727	\$8,505,871	\$8,496,983
PROGRAMS					
Administration		\$1,035,942	\$793,367	\$1,315,321	\$1,306,433
Positions		14	14	15	15
Operations		7,198,115	7,849,360	7,190,550	7,190,550
Positions		115	115	111	111
TOTAL PROGRAMS		\$8,234,057	\$8,642,727	\$8,505,871	\$8,496,983
Positions		129	129	126	126

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Emergency Communications (BOEC) functions as the primary public safety answering point for Multnomah County. All calls utilizing the 911 telephone system and the non-emergency police number are processed by BOEC personnel. Through contractual and interagency agreements, BOEC personnel dispatch police and emergency medical services to incidents. Calltakers also transfer calls to the Portland Fire Bureau's Fire Alarm Dispatch Center. With the cutover to the new CAD computer anticipated for January 1994, BOEC will assume responsibility for fire dispatch as well as for police dispatch and emergency medical dispatch.

In FY 1993-94, BOEC expects to respond to 530,000 emergency and 240,000 non-emergency calls. The recent installation of a call attendant switch which allows non-emergency callers to self direct their calls to the telephone report unit, mail out report desk and information and referral unit of the Portland Police Bureau has dramatically reduced the number of non emergency calls. This has freed up 911 operator time and has allowed a quicker response to emergency calls.

The total BOEC budget is \$8.5 million. Netting out one time expenditures in both fiscal years, the BOEC budget actually declined by \$132,000 or \$1.6% from FY 1992-93. The drop occurs because \$350,000 of labor turnover has been budgeted in FY 1993-94 in recognition of BOEC's hiring patterns. If additional personal service appropriation should be required, BOEC will use its fund contingency in FY 1993-94 and recover through its rates in the following year.

BUREAU OF EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

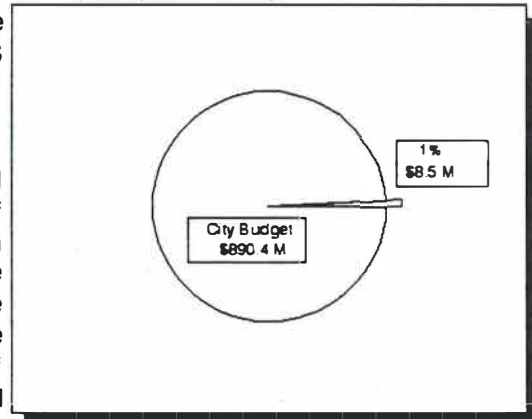
The FY 1993-94 BOEC budget includes \$440,000 in overtime funds to provide all dispatch operators with State mandated EMS and law enforcement training, as well as training in use of the new Computer Aided Dispatch system.

BOEC will move to its new dispatch facility in FY 93-94, with full cutover to the new CAD system expected to occur at the end of January 1994. With system cutover, BOEC personnel will begin dispatching Fire calls. No additional personnel are required for the fire alarm dispatch function, as existing personnel will be reallocated. The new 800 MHz trunked radio system and the use of MDTs in all Police and Fire vehicles will allow the elimination of Net 8/Service Desk. Currently, Net 8/Service Desk is staffed at BOEC around the clock and is used by Police officers to request

vehicle checks, and access law enforcement data base (LEDs) information. With the installation of MDTs in Police vehicles, officers will be able to do most checks themselves without intervention from BOEC. This allows BOEC to reassign the Net 8/Service Desk personnel to fire alarm dispatch.

Other changes in the BOEC budget include the assignment of four management information system (MIS) personnel to the Bureau of Computer Services. Consolidation of these staffs will allow for cross training on shared computer systems and will increase the effectiveness of both operations. BOEC will cover the costs of the positions via its interagency agreement with Computer Services. In addition, a new secretarial clerk position is funded to perform receptionist duties at the new dispatch facility.

PERCENT OF CITY BUDGET



DESCRIPTION OF PROGRAMS

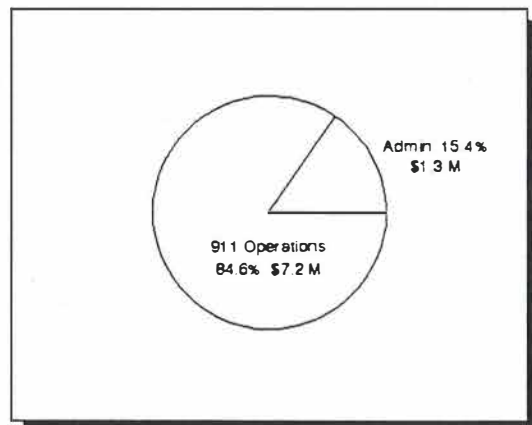
Administration:

This program provides for managerial and administrative support, as well as research and training functions. A total of 15 positions fall within this program. At \$1.3 million, the budget is almost \$700,000 higher than the FY 92-93 budget. This is the result of transferring the costs of all training activities, including the \$409,000 overtime for State mandated training and CAD training into this program.

Operations:

This program provides provides 911 call answering and dispatch services for police and emergency medical services, and transfer of calls to Fire Alarm Dispatch. With the cutover to the new CAD computer system in late January 1994, BOEC personnel will assume the fire dispatch function as well.

PROGRAM EXPENSES



BUREAU OF EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Emergency Communications has identified three primary objectives for FY 1993-94. They are:

- To develop and implement extensive training programs for the implementation of the new CAD system and the addition of the Fire Dispatch functions.
- To recruit and hire personnel at a rate that meets or exceeds affirmative action goals.
- To answer a minimum of 94.5% of all 911 calls within 20 seconds for each 28 day reporting period.

MAJOR BUDGET NOTES

- Complete a cost of service study as a basis for assessing charges to users. As part of this study, BOEC will develop a CAD computer replacement policy.
- The bureau will report to City Council on efforts to reduce employee turnover. Included will be a review of staff training and curriculum with the goal of making material less complex and more personalized to the needs of the individual trainees.

	<u>Actual</u> <u>FY 91-92</u>	<u>Revised</u> <u>FY 92-93</u>	<u>Proposed</u> <u>FY 93-94</u>	<u>Adopted</u> <u>FY 93-94</u>
<u>EFFECTIVENESS MEASURES</u>				
% of 911 Calls Answered within 20 Seconds	90.9%	94.5%	94.5%	94.5%
Maintain a Create to Send Time of 60 Seconds or less on Priority 1 Calls	*	90%	90%	90%
Maintain a Create to Send Time of 80 Seconds or less on EMS Code 3 Calls	*	90%	90%	90%
<u>EFFICIENCY MEASURES</u>				
Billable Cost per Call Received	*	\$4.02	\$4.40	\$4.40
Billable Cost per Call Dispatched	*	\$10.75	\$11.76	\$11.76
<u>WORKLOAD MEASURES</u>				
911 Calls	828,000	550,000	530,000	530,000
Non-Emergency Calls	160,000	381,000	240,000	240,000
Number of Police Incidents Dispatched	291,000	275,000	290,000	290,000
Number of EMS Incidents Dispatched	38,878	40,000	40,000	40,000

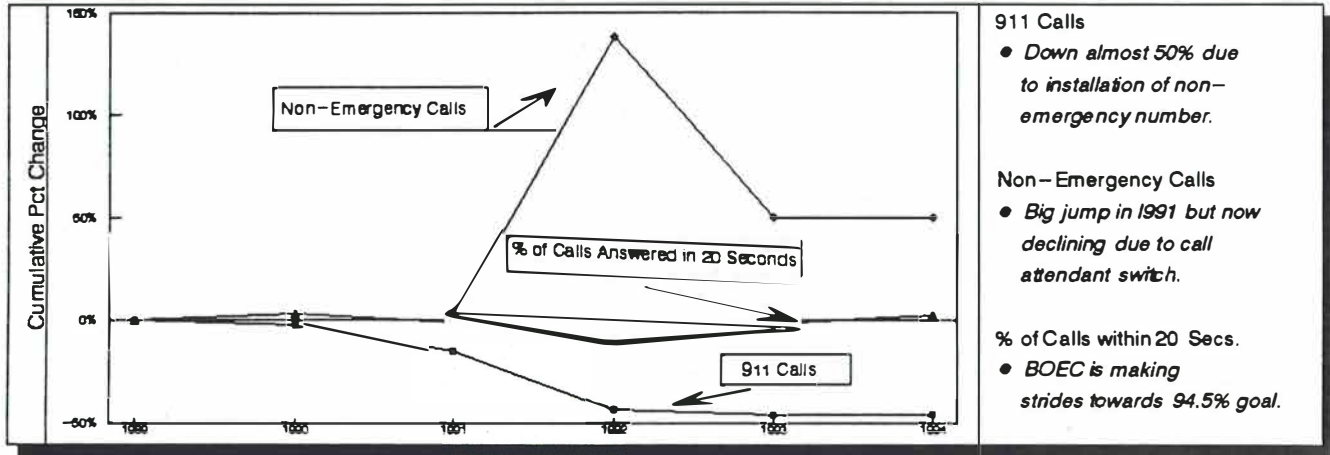
BUREAU OF EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

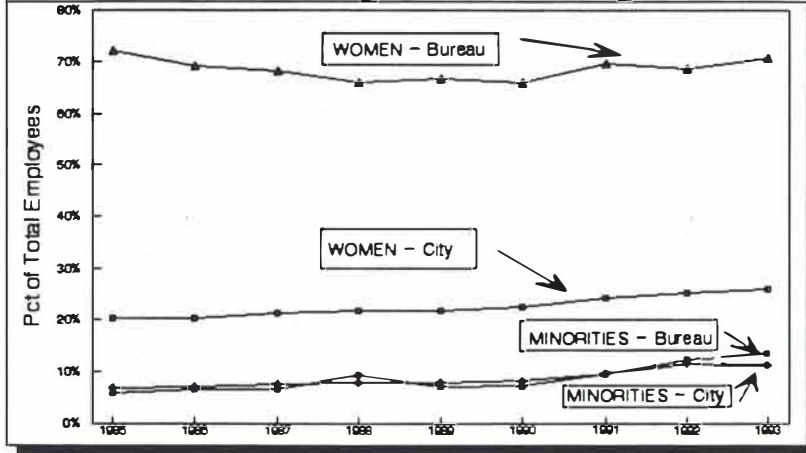
Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



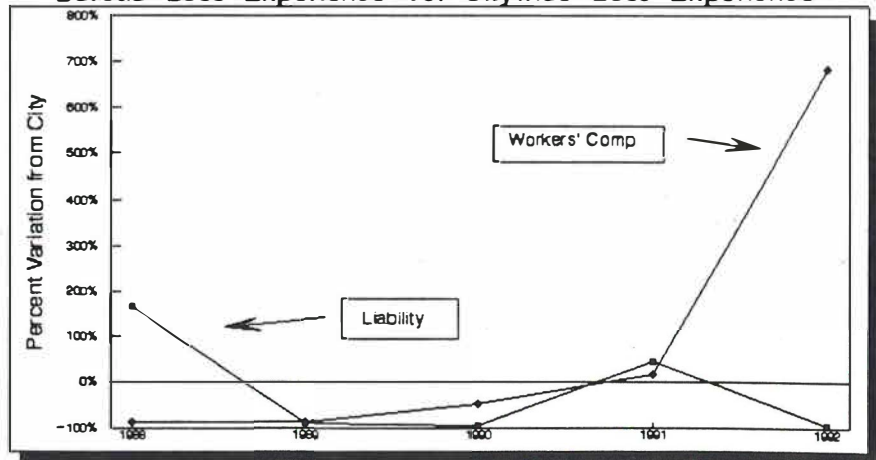
Workforce Diversity – Bureau vs. Citywide



- Women in BOEC workforce significantly higher than citywide average: 71% compared to city average of 11.5%.
- Minorities slightly exceed citywide average, and show upward trend.

- Air quality problems at BOEC led to high cost and frequency of Workers Comp claims in 1992. In prior years, experience was below city average, but trending upward. A 15% reduction would save \$13,837.
- Liability claims currently under city average. History shows peaks and valleys. A 15% reduction would save \$11,572.

Bureau Loss Experience Vs. Citywide Loss Experience



City of Portland, Oregon – FY 1993–94 Adopted Budget

EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

Commissioner-in-Charge: Earl Blumenauer

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$3,172,166	\$3,572,861	\$3,925,019	\$3,642,925	\$3,642,925
512000 Part-Time/Limited Term Employees	0	1,261	277,129	0	0
514000 Overtime	782,277	632,843	585,000	960,204	960,204
515000 Premium Pay	96,304	237,112	184,366	175,091	175,091
517000 Benefits	1,279,707	1,521,327	1,713,959	1,747,897	1,747,897
Total Personal Services	\$5,330,454	\$5,965,404	\$6,685,473	\$6,526,117	\$6,526,117
521000 Professional Services	\$1,500	\$15,865	\$5,000	\$5,000	\$5,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	105	668	2,700	1,800	1,800
524000 Repair & Maintenance	125,247	144,406	182,140	95,653	95,653
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	17,705	22,901	157,485	10,900	10,900
531000 Office Supplies	10,267	10,098	8,500	8,500	8,500
532000 Operating Supplies	26,249	40,655	35,300	33,350	33,350
533000 Repair & Maint Supplies	37,839	16,214	18,250	16,250	16,250
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	3,301	10,182	9,200	8,950	8,950
542000 Local Travel	272	1,329	1,000	1,000	1,000
543000 Out-of-Town Travel	15,419	8,779	18,500	16,500	16,500
544000 External Rent	0	0	0	0	0
545000 Interest	5,335	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	30,392	27,727	19,200	23,200	23,200
Total External Materials & Svcs	\$273,631	\$298,824	\$457,275	\$221,103	\$221,103
551000 Fleet Services	\$11,431	\$8,438	\$11,679	\$11,172	\$11,172
552000 Printing/Distribution	20,495	26,403	20,009	24,900	24,900
553000 Facilities Services	263,614	224,497	236,188	244,425	235,537
554000 Communications	881,850	1,400,330	510,844	443,481	443,481
555000 Data Processing	2,411	17,656	56,782	278,752	278,752
556000 Insurance	170,399	188,981	268,987	349,921	349,921
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	2,947	\$369	0	0	0
Total Internal Materials & Svcs	\$1,353,147	\$1,866,674	\$1,104,489	\$1,352,651	\$1,343,763
Total Materials & Services	\$1,626,778	\$2,165,498	\$1,561,764	\$1,573,754	\$1,564,866
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	214,562	44,244	395,490	350,000	350,000
Total Capital Outlay	\$214,562	\$44,244	\$395,490	\$350,000	\$350,000
573000 Cash Transfer-Equipment	\$2,000	\$58,911	\$0	\$56,000	\$56,000
Total Appropriation	\$7,173,794	\$8,234,057	\$8,642,727	\$8,505,871	\$8,496,983

EMERGENCY COMMUNICATIONS (620)

Service Area: Public Safety

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class No.	Title	Actual	Actual	Revised Budget		Approved		Adopted	
		90-91	91-92	FY 92-93	FY 92-93	FY 93-94	FY 93-94	FY 93-94	FY 93-94
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0917	Emergency Comm. Director	1	1	1	\$64,999	1	\$70,084	1	\$70,084
5134	Police Sergeant	3	0	0	\$0	0	0	0	0
0916	Asst. Emerg. Communications Director	1	1	1	54,977	1	60,496	1	60,496
0819	Administrative Assistant I	1	1	0	0	0	0	0	0
0827	Financial Analyst	0	0	1	33,471	1	37,897	1	37,897
0544	Administrative Services Officer I	0	1	0	0	0	0	0	0
0612	Senior Human Resources Analyst	0	0	1	44,370	0	0	0	0
0380	MIS Analyst	1	1	0	0	0	0	0	0
2546	Information Systems Supervisor	0	0	1	46,020	0	0	0	0
0379	Assistant MIS Analyst	2	3	0	0	0	0	0	0
2544	Senior MIS Support Analyst	0	0	1	33,846	0	0	0	0
2542	MIS Support Analyst	0	0	2	62,696	0	0	0	0
0322	Emerg. Communications Coordinator	0	4	0	0	0	0	0	0
0322	Emerg. Communications Manager	0	0	4	173,283	4	182,023	4	182,023
2546	Emerg. Communications Supervisor	14	13	13	497,074	13	538,730	13	538,730
0319	Emerg. Communications Operator II	92	94	94	2,664,433	95	2,479,601	95	2,479,601
0317	Emerg. Communications Operator I	10	7	7	180,654	7	187,087	7	187,087
0222	Secretarial Assistant	1	0	0	0	0	0	0	0
0221	Secretarial Clerk II	0	2	2	45,414	3	69,363	3	69,363
0220	Secretarial Clerk I	1	0	0	0	1	17,644	1	17,644
0151	Police Clerical Assistant	2	1	1	23,782	0	0	0	0
TOTAL FULL-TIME POSITIONS		129	129	129	3,925,019	126	3,642,925	126	3,642,925
	Emergency Operator Trainee	0	0	13	277,129	0	0	0	0
TOTAL LIMITED TERM		0	0	13	277,129	0	0	0	0
TOTAL INCLUDING LIMITED TERM		129	129	142	4,202,148	126	3,642,925	126	3,642,925

EMERGENCY COMMUNICATIONS FUND (115)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<u>External Revenue</u>					
<i>Misc. Services Charges</i>	16,267	6,359	15,000	15,000	15,000
<u>Local Sources</u>					
<i>State Cost Sharing</i>	\$1,304,844	\$1,354,870	\$1,137,946	\$1,137,946	\$1,195,696
<i>Multnomah County Cost Sharing</i>	1,018,675	763,616	800,837	831,443	798,640
<i>Local Cost Sharing - Other</i>	594,023	1,048,525	1,099,558	1,186,718	1,161,771
	<u>\$2,917,542</u>	<u>\$3,167,011</u>	<u>\$3,038,341</u>	<u>\$3,156,107</u>	<u>\$3,156,107</u>
<u>Miscellaneous Revenues</u>					
<i>Interest on Investment</i>	103,429	48,849	60,000	60,000	60,000
<i>State E-911 Cost Share</i>	0	0	541,368	0	0
	<u>\$3,037,238</u>	<u>\$3,222,219</u>	<u>\$3,654,709</u>	<u>\$3,231,107</u>	<u>\$3,231,107</u>
<u>Interfund Svc Reimbursements</u>					
<i>General</i>	\$4,310,388	\$5,108,696	\$5,851,207	\$5,893,371	\$5,893,371
<u>Beginning Balance</u>					
<i>Encumbered</i>	\$3,390	\$0	\$14,008	\$0	\$0
<i>Unencumbered</i>	1,291,082	1,325,856	66,506	574,055	574,055
	<u>\$1,294,472</u>	<u>\$1,325,856</u>	<u>\$80,514</u>	<u>\$574,055</u>	<u>\$574,055</u>
<u>TOTAL RESOURCES</u>	<u>\$8,642,098</u>	<u>\$9,656,771</u>	<u>\$9,586,430</u>	<u>\$9,698,533</u>	<u>\$9,698,533</u>

REQUIREMENTS**Bureau Expenses**

<i>Personal Services</i>	\$5,330,454	\$5,965,404	\$6,685,473	\$6,526,117	\$6,526,117
<i>External Materials & Services</i>	273,631	298,824	457,275	221,103	221,103
<u>Internal Materials & Services</u>					
<i>General Fund</i>	2,947	356	0	0	0
<i>Communications</i>	881,850	1,400,330	510,844	443,481	443,481
<i>Computer Services</i>	2,411	17,656	56,782	278,752	278,752
<i>Facilities Services</i>	263,610	224,497	236,188	244,425	235,537
<i>Fleet Services</i>	11,431	8,438	11,679	11,172	11,172
<i>Insurance & Claims</i>	45,096	54,294	88,629	83,430	83,430
<i>Printing/Distribution</i>	20,499	26,403	20,009	24,900	24,900
<i>Water</i>	0	13	0	0	0
<i>Workers' Compensation</i>	125,303	134,687	180,358	266,491	266,491
	<u>\$1,353,147</u>	<u>\$1,866,674</u>	<u>\$1,104,489</u>	<u>\$1,352,651</u>	<u>\$1,343,763</u>
<i>Capital Outlay</i>	\$214,562	\$44,244	\$395,490	\$350,000	\$350,000
<u>Equipment Cash Transfers</u>					
<i>Communications</i>	0	58,911	0	56,000	56,000
<i>Printing</i>	2,000	0	0	0	0
<u>Total Bureau Expenses</u>	<u>\$7,173,794</u>	<u>\$8,234,057</u>	<u>\$8,642,727</u>	<u>\$8,505,871</u>	<u>\$8,496,983</u>

EMERGENCY COMMUNICATIONS FUND (115)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Fund Requirements</i>					
<i>Interfund Cash Transfers</i>					
<i>General Fund - Overhead</i>	\$142,409	\$200,063	\$189,265	\$240,476	\$240,476
<i>General Fund - Other Communications</i>	0	5,197	0	0	0
<i>Fleet Services Fund - Fuel Mgmt.</i>	0	0	3,100		
<i>Fleet Services Fund - Fuel Mgmt.</i>	39	0	299	0	0
<i>Public Safety Capital</i>	0	921,000	0	0	0
	<u>\$142,448</u>	<u>\$1,126,260</u>	<u>\$192,664</u>	<u>\$240,476</u>	<u>\$240,476</u>
<i>General Operating Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$436,806	\$562,030	\$570,918
<i>Compensation Adjustments</i>	0	0	314,233	390,156	390,156
<i>Total Contingency</i>	<u>\$0</u>	<u>\$0</u>	<u>\$751,039</u>	<u>\$952,186</u>	<u>\$961,074</u>
<i>Unappropriated Ending Balance</i>	\$1,325,856	\$296,454	\$0	\$0	\$0
<i>TOTAL REQUIREMENTS</i>	<u>\$8,642,098</u>	<u>\$9,656,771</u>	<u>\$9,586,430</u>	<u>\$9,698,533</u>	<u>\$9,698,533</u>

The Emergency Communications Fund includes the resources and requirements associated with the operation of the Bureau of Emergency Communications. Resources for FY 1993-94 include \$5,893,371 in service reimbursements from the Portland Police and Fire Bureaus for call answering and dispatch of police, emergency medical, and fire equipment. Local cost share revenue of \$798,640 will be received from Multnomah County, and \$1,161,771 in contract payment is budgeted from other jurisdictions including Gresham, Troutdale and Wood Village. In addition, State 911 revenue in the amount of \$1,195,696 is budgeted, which serves as an offset to Portland Police and Fire Bureau billings.

In FY 1992-93, BOEC received \$541,368 from the State of Oregon to cover costs associated with the Enhanced 911 system, in addition to the normal 911 excise tax revenue. Billings for the E-911 phone costs are now paid directly by the State, and are not reflected in the FY 93-94 BOEC budget either on the resource or expenditure side.

FIRE & POLICE DISABILITY & RETIREMENT FUND (651)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Property Taxes</i>					
<i>Current Year's Taxes:</i>	\$32,000,098	\$30,834,766	\$34,367,160	\$37,615,592	\$37,615,592
<i>Prior Year Taxes</i>	1,414,429	1,646,164	2,057,357	\$2,173,295	\$2,173,295
<i>Total Property Taxes</i>	<u>\$33,414,527</u>	<u>\$32,480,930</u>	<u>\$36,424,517</u>	<u>\$39,788,887</u>	<u>\$39,788,887</u>
<i>Miscellaneous Revenues</i>					
<i>Refunds</i>	\$1,703	\$0	\$10,000	\$10,000	\$10,000
<i>Interest on Investments</i>	837,925	627,279	230,714	\$400,000	\$400,000
<i>Note Sales</i>	0	0	8,000,000	\$8,000,000	\$8,000,000
<i>Other Miscellaneous</i>	286,470	173,035	40,000	\$40,000	\$40,000
	<u>\$1,126,098</u>	<u>\$800,314</u>	<u>\$8,280,714</u>	<u>\$8,450,000</u>	<u>\$8,450,000</u>
Total External Revenue	34,540,625	33,281,244	44,705,231	48,238,887	48,238,887
Interfund Cash Transfers					
<i>FPD&R Reserve</i>	\$0	\$0	\$750,000	\$750,000	\$750,000
<i>Beginning Fund Balance</i>	\$5,570,414	\$7,036,614	\$3,343,431	\$4,386,796	\$4,386,796
TOTAL RESOURCES	<u>\$40,111,039</u>	<u>\$40,317,858</u>	<u>\$48,798,662</u>	<u>\$53,375,683</u>	<u>\$53,375,683</u>
REQUIREMENTS					
Bureau Expenses					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials & Services</i>	32,754,572	35,948,839	38,378,158	40,130,043	40,130,043
<i>Internal Materials & Services</i>					
<i>Printing & Distribution</i>	10,968	12,090	11,759	12,707	12,707
<i>Communications</i>	4,860	3,787	4,513	5,594	5,594
<i>Data Processing</i>	0	4,988	6,793	6,374	6,374
<i>Facilities Services</i>	32,667	32,397	33,975	34,835	34,835
<i>Other Fund Services</i>	234,278	344,784	366,664	394,363	394,363
	<u>282,773</u>	<u>\$398,046</u>	<u>\$423,704</u>	<u>\$453,873</u>	<u>\$453,873</u>
<i>Capital Outlay</i>	12,603	4,702	4,500	4,707	4,707
Total Bureau Expenses	<u>33,049,948</u>	<u>36,351,587</u>	<u>38,806,362</u>	<u>40,588,623</u>	<u>40,588,623</u>
Fund Requirements					
<i>Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$1,914,191	\$4,638,633	\$4,638,633
<i>Compensation Adjustments</i>	0	0	16,512	12,635	12,635
	<u>0</u>	<u>0</u>	<u>1,930,703</u>	<u>4,651,268</u>	<u>4,651,268</u>
<i>Interfund Cash Transfers</i>					
<i>General - Overhead</i>	\$24,477	\$92,129	\$61,597	\$135,792	\$135,792
<i>Note Repayment</i>	\$0	\$0	\$8,000,000	\$8,000,000	\$8,000,000
<i>Unappropriated Ending Balance</i>	\$7,036,614	\$3,874,142	\$0	\$0	\$0
TOTAL REQUIREMENTS	<u>\$40,111,039</u>	<u>\$40,317,858</u>	<u>\$48,798,662</u>	<u>\$53,375,683</u>	<u>\$53,375,683</u>

The Portland City Charter, Chapter 5, establishes the Fire and Police Disability and Retirement Fund for the sworn employees of the Fire and Police bureaus, their surviving spouses, and dependent minor children. The Fund is supported primarily through a separate property tax levy authorized by the voters in 1948. The levy is a rate based levy, providing a maximum rate of \$2.80 per \$1,000 assessed valuation. For FY 1993-94, the rate is projected to be \$1.94 per \$1,000. The rate was set at a high enough level so that when compressed due to

FIRE & POLICE DISABILITY & RETIREMENT (337)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

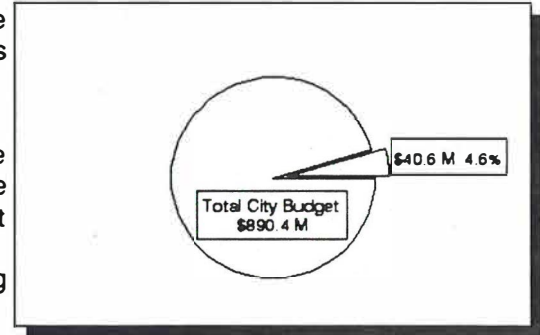
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (Continued)

Cost of time-loss injuries declines by more than \$525,000, while the level of medical costs remain at about the same level as 1992-93, but are increased for expected inflation.

Administration costs are \$669,833, which is \$19,644 more than the FY 1992-93 revised budget. Administration includes an increase of \$16,000 to pay the cost of issuing TANs - an item not previously budgeted. This cost is offset by higher interest income. Other increases to the Administration program are for cost of living and inflation increases.

There are no authorized positions directly budgeted within Fire and Police Disability and Retirement. Staff support is provided by six full time positions budgeted in the Auditor's Office, with costs reimbursed via interagency agreement. Legal support is provided via an interagency with the City Attorney's office.

PERCENT OF CITY BUDGET



DESCRIPTION OF PROGRAMS Fire and Police Disability & Retirement System

ADMINISTRATION

This program provides funding for all activities and staffing in support of the provision of pension, disability, and death benefits for members of the Fire and Police Bureaus and their survivors. Staffing is provided through an interagency agreement with the City Auditor's Office. Administrative functions include processing the applications, issuing payments for approved claims, tracking payments, monitoring and forecasting the financial status of the Fund. Staff also provides assistance, and answers inquiries from members, attorneys, medical providers and the public.

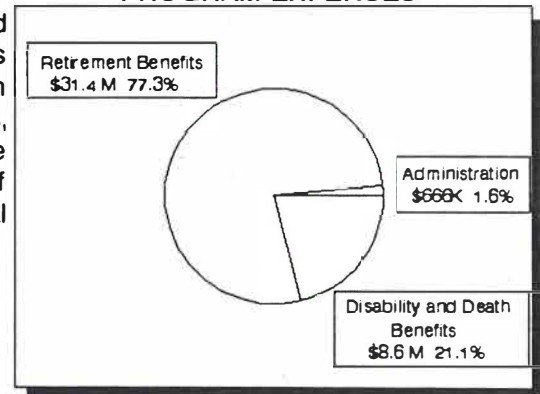
DISABILITY and DEATH BENEFITS

This program provides for compensation to uniformed members of the Fire and Police Bureau for injury or illness incurred in the performance of duty as well as benefits paid on death. Funding is included for no-time-loss medical claims, short-term loss, as well as long-term service, non-service and occupational benefits. Members receive a percentage of their pay for time lost through illness or injury. Vocational rehabilitation costs are also included.

RETIREMENT SYSTEMS

This program provides pension benefits to retired uniform members of the Police or Fire Bureau, or their surviving spouse. By fiscal year end 1993-94, it is projected that there will be 1,253 retired members and beneficiaries. The expenses for this program are based on current year costs plus expected new retirements, plus an inflation factor.

PROGRAM EXPENSES



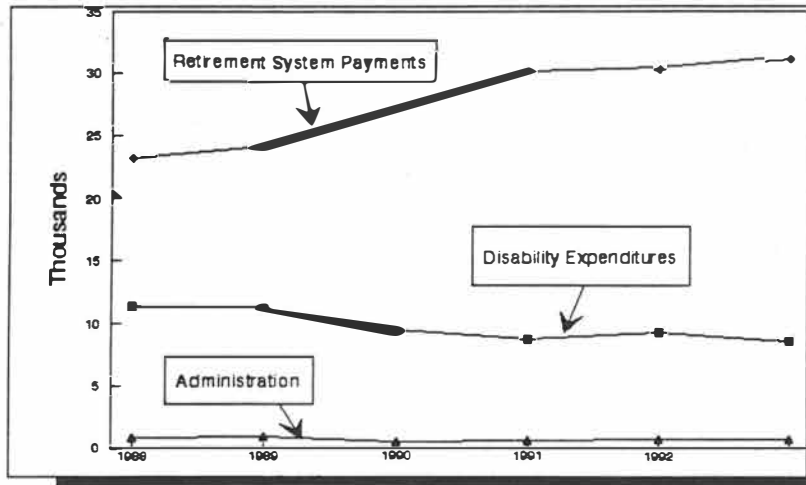
FIRE & POLICE DISABILITY & RETIREMENT (337)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

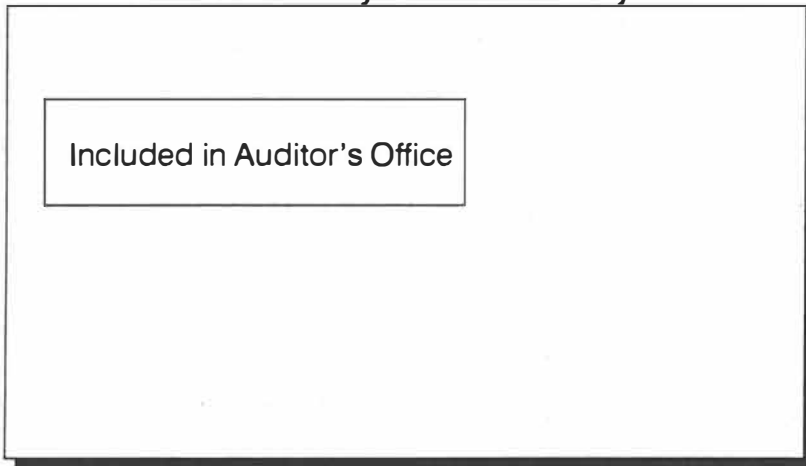
EXPENDITURE TRENDS



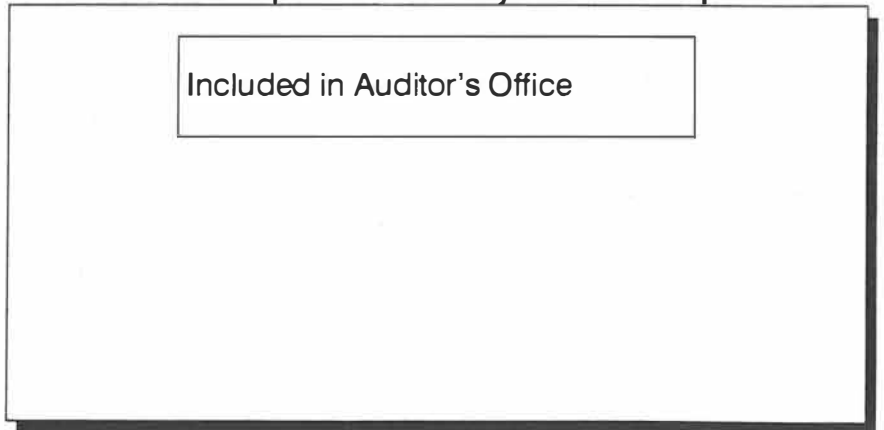
- Increase in Retirement Benefit payments and decrease in Disability and Death Benefit payments are the result of charter changes approved in FY 1990 that improved retirement benefits, reduced disability benefits.

- Slight increase in Administration costs in FY 1992-93 and 1993-94 is difference between budgeted and actual

Workforce Diversity – Bureau vs. Citywide



Bureau Loss Experience Vs. Citywide Loss Experience



FIRE & POLICE DISABILITY & RETIREMENT (337)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Fire and Police Disability and Retirement Fund plans to accomplish the following top priority projects during FY 1993-94:

1. In consort with the Fire and Police Bureaus, return more members to limited duty assignments and use the bureau's facilities as work hardening sites.
2. In coordination with the Board's Rules and Cost Containment Committees, explore the limitations of reimbursement to particular medical and hospital service providers with which it might make fee arrangements. Further, explore joining in the purchase of services and in the administration of claims that are available for other employees of the City of Portland.
3. Continue accurate, timely processing of FPD&R Board actions and benefit claims.

MAJOR BUDGET NOTES

F&PD&R staff and the Office of Finance and Administration will jointly make a recommendation to Council following the 1993 Oregon legislative process regarding the need for an additional reserve to cover future fund liabilities. This will allow legislative actions to be incorporated into the analysis underlying the recommended policy.

The Bureau of Financial Planning, F&PD&R, and the Office of the City Attorney, in coordination with the Bureaus of Fire and Police, will report to Council on the feasibility of funding some portion of loss control functions at the Bureaus of Fire and Police from the F&PD&R fund. F&PD&R staff will raise the issue with the F&PD&R Board.

WORKLOAD MEASURES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<i>Cost per Medical Claim</i>	\$348	\$379	\$496	\$496
<i>Admin Cost as % of Total</i>	1.30%	1.46%	1.65%	1.65%

FIRE & POLICE DISABILITY & RETIREMENT (337)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

BUREAU EXPENSES - LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
512000 Part-Time/Limited-Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	0	0	0
Total Personal Services	\$0	\$0	\$0	\$0	\$0
521000 Professional Services	\$70,042	\$24,151	\$58,486	\$61,175	\$61,175
522000 Utilities	0	0	0	\$0	\$0
523000 Equipment Rental	0	0	0	\$0	\$0
524000 Repair & Maintenance	8,312	8,480	8,500	\$8,700	\$8,700
528000 Local Match Payment	0	0	0	\$0	\$0
529000 Miscellaneous Services	648	4,730	4,500	\$15,288	\$15,288
531000 Office Supplies	1,775	2,612	3,000	\$3,050	\$3,050
532000 Operating Supplies	0	0	0	\$0	\$0
533000 Repair & Maintenance Supplies	0	0	0	\$0	\$0
534000 Minor Equipment	0	0	0	\$0	\$0
535000 Clothing	0	0	0	\$0	\$0
539000 Other Commodities	0	0	0	\$0	\$0
541000 Education	0	1,475	2,000	\$1,000	\$1,000
542000 Local Travel	160	198	500	\$500	\$500
543000 Out-of-Town Travel	16,605	15,328	25,000	\$25,000	\$25,000
544000 External Rent	0	0	0	\$0	\$0
545000 Interest	26,562	36,996	70,000	\$71,540	\$71,540
546000 Refunds	11,403	34,708	50,000	\$25,000	\$25,000
547000 Retirement	32,618,817	35,820,161	38,156,172	\$39,918,790	\$39,918,790
549000 Miscellaneous	248	0	0	\$0	\$0
Subtotal External Materials & Services	\$32,754,572	\$35,948,839	\$38,378,158	\$40,130,043	\$40,130,043
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	10,968	12,090	11,759	\$12,707	12,707
553000 Facilities Services	32,667	32,397	33,975	\$34,835	34,151
554000 Communications	4,860	3,787	4,513	\$5,594	5,594
555000 Data Processing	0	4,988	6,793	\$6,374	6,374
556000 Insurance	0	0	0	\$0	0
557000 Equipment Lease	0	0	0	\$0	0
558000 Same Fund Services	0	0	0	\$0	0
559000 Other Fund Services	234,278	344,784	366,664	\$394,363	390,899
Subtotal Internal Materials & Services	\$282,773	\$398,046	\$423,704	\$453,873	\$449,725
Total Materials & Services	\$33,037,345	\$36,346,885	\$38,801,862	\$40,583,916	\$40,579,768
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	\$0	0
563000 Improvements	0	0	0	\$0	0
564000 Equipment	12,603	4,702	4,500	\$4,707	4,707
Total Capital Outlay	\$12,603	\$4,702	\$4,500	\$4,707	\$4,707
573000 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$33,049,948	\$36,351,587	\$38,806,362	\$40,588,623	\$40,584,475

FIRE & POLICE DISABILITY & RETIREMENT FUND (651)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes:</i>	\$32,000,098	\$30,834,766	\$34,367,160	\$37,615,592	\$37,615,592
<i>Prior Year Taxes</i>	1,414,429	1,646,164	2,057,357	\$2,173,295	\$2,173,295
<i>Total Property Taxes</i>	\$33,414,527	\$32,480,930	\$36,424,517	\$39,788,887	\$39,788,887
<i>Miscellaneous Revenues</i>					
<i>Refunds</i>	\$1,703	\$0	\$10,000	\$10,000	\$10,000
<i>Interest on Investments</i>	837,925	627,279	230,714	\$400,000	\$400,000
<i>Note Sales</i>	0	0	8,000,000	\$8,000,000	\$8,000,000
<i>Other Miscellaneous</i>	286,470	173,035	40,000	\$40,000	\$40,000
	\$1,126,098	\$800,314	\$8,280,714	\$8,450,000	\$8,450,000
Total External Revenue	34,540,625	33,281,244	44,705,231	48,238,887	48,238,887
<i>Interfund Cash Transfers</i>					
<i>FPD&R Reserve</i>	\$0	\$0	\$750,000	\$750,000	\$750,000
<i>Beginning Fund Balance</i>	\$5,570,414	\$7,036,614	\$3,343,431	\$4,386,796	\$4,386,796
TOTAL RESOURCES	\$40,111,039	\$40,317,858	\$48,798,662	\$53,375,683	\$53,375,683
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials & Services</i>	32,754,572	35,948,839	38,378,158	40,130,043	40,130,043
<i>Internal Materials & Services</i>					
<i>Printing & Distribution</i>	10,968	12,090	11,759	12,707	12,707
<i>Communications</i>	4,860	3,787	4,513	5,594	5,594
<i>Data Processing</i>	0	4,988	6,793	6,374	6,374
<i>Facilities Services</i>	32,667	32,397	33,975	34,835	34,835
<i>Other Fund Services</i>	234,278	344,784	366,664	394,363	394,363
	282,773	\$398,046	\$423,704	\$453,873	\$453,873
<i>Capital Outlay</i>	12,603	4,702	4,500	4,707	4,707
Total Bureau Expenses	33,049,948	36,351,587	38,806,362	40,588,623	40,588,623
<i>Fund Requirements</i>					
<i>Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$1,914,191	\$4,638,633	\$4,638,633
<i>Compensation Adjustments</i>	0	0	16,512	12,635	12,635
	0	0	1,930,703	4,651,268	4,651,268
<i>Interfund Cash Transfers</i>					
<i>General - Overhead</i>	\$24,477	\$92,129	\$61,597	\$135,792	\$135,792
<i>Note Repayment</i>	\$0	\$0	\$8,000,000	\$8,000,000	\$8,000,000
<i>Unappropriated Ending Balance</i>	\$7,036,614	\$3,874,142	\$0	\$0	\$0
TOTAL REQUIREMENTS	\$40,111,039	\$40,317,858	\$48,798,662	\$53,375,683	\$53,375,683

The Portland City Charter, Chapter 5, establishes the Fire and Police Disability and Retirement Fund for the sworn employees of the Fire and Police bureaus, their surviving spouses, and dependent minor children. The Fund is supported primarily through a separate property tax levy authorized by the voters in 1948. The levy is a rate based levy, providing a maximum rate of \$2.80 per \$1,000 assessed valuation. For FY 1993-94, the rate is projected to be \$1.94 per \$1,000. The rate was set at a high enough level so that when compressed due to

The Portland City Charter, Chapter 5, establishes the Fire and Police Disability and Retirement Fund for the sworn employees of the Fire and Police bureaus, their surviving spouses, and dependent minor children. The Fund is supported primarily through a separate property tax levy authorized by the voters in 1948. The levy is a rate based levy, providing a maximum rate of \$2.80 per \$1,000 assessed valuation. For FY 1993-94, the rate is projected to be \$2.01 per \$1,000. The rate was set at a high enough level so that when compressed due to Measure 5, it would still produce a property tax levy of \$37.6 million, which is \$1.83 per \$1,000, the amount that the Fund will need to collect in current year property tax revenue to meet its FY 1993-94 retirement and disability obligations.

Prior year property tax revenue of \$2.2 million, a beginning fund balance of \$4.4 million, and other miscellaneous revenue of \$450,000 provide the remaining funds for FY 1993-94 operations. Other budgeted resources include a cash transfer of \$750,000 from the Reserve Fund. This transfer is budgeted for use only in the event the FPDR Fund becomes depleted and cannot meet its current obligations. The reserve fund was established by City Charter and is to be maintained in the amount of \$750,000. The \$8 million budgeted resource of Note Sales is equally offset on the requirements side as Note Repayment. This amount is budgeted for short-term borrowing of Tax Anticipation Notes (TANs). Short-term borrowing is generally required from September through December when the majority of revenue is received from property taxes. Prior to 1992-93, TANs were not issued directly by the FPDR Fund, but rather the General Fund issued and budgeted the Notes and an inter-fund loan was made to cover FPDR requirements.

The increase in budgeted Contingency is primarily due to a \$2.7 million set-aside to pay for possible increases in pension due to Legislative changes that may occur relative to the Supreme Court ruling mandating the Legislature to remedy the breach in contract that occurred when pensions changed from tax free to taxable. This set-aside has been made because it is anticipated that the retired members and beneficiaries of this Fund may also be included in the 'remedy' designed by the Legislature. The exact method and amount of any remedy is unknown at this time. Currently, Fund members receive up to 4% in additional retirement benefits to partially offset the tax effect, as mandated by Senate Bill 656. It is estimated that members on average pay 6.3% in state tax; therefore the set-aside was established to cover the difference between the 3.9% currently received and the 6.3% estimated actual tax rate. This amount will cover a retroactive payment back to January 1, 1991 when pensions became taxable by the State. The on-going annualized cost of this increase is approximately \$826,000. The remainder of contingency can be separated into three components: General Operating Contingency of \$1.2 million is set at 3% of operating expenses; Reserve Contingency is \$750,000, which is budgeted as a cash transfer from the FPDR Reserve fund; and Compensation Set-Aside is \$12,635, which is the estimated cost-of-living increase to salary and benefits for the six staff positions budgeted.

FIRE & POLICE DISABILITY & RET. RESERVE FUND (652)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Interest on Investments</i>	0	18,387	0	0	0
<i>Beginning Fund Balance</i>	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
<u>TOTAL RESOURCES</u>	<u>\$750,000</u>	<u>\$768,387</u>	<u>\$750,000</u>	<u>\$750,000</u>	<u>\$750,000</u>
<u>REQUIREMENTS</u>					
<i>Fund Requirements</i>					
<i>Cash Transfer F&PD&R</i>	\$0	\$0	\$750,000	\$750,000	\$750,000
<i>Unappropriated Ending Balance</i>	\$750,000	\$768,387	\$0	\$0	\$0
<u>TOTAL REQUIREMENTS</u>	<u>\$750,000</u>	<u>\$768,387</u>	<u>\$750,000</u>	<u>\$750,000</u>	<u>\$750,000</u>

This reserve fund was established by City Charter and is to be maintained in the amount of \$750,000 for use only in the event the Fire and Police Disability and Retirement Fund becomes depleted to the extent that current obligations cannot be met.

SUPPL. RETIREMENT PROGRAM TRUST FUND (654)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Interest on Investments</i>	29,140	25,813	19,800	19,800	19,800
<i>Total Revenue</i>	29,140	25,813	19,800	19,800	19,800
<i>Beginning Fund Balance</i>	\$366,825	\$377,047	\$379,555	\$379,555	\$379,555
<u>TOTAL RESOURCES</u>	<u>\$395,965</u>	<u>\$402,860</u>	<u>\$399,355</u>	<u>\$399,355</u>	<u>\$399,355</u>
<u>REQUIREMENTS</u>					
<i>External Materials and Services</i>					
<i>Retirement System Pay</i>	18,918	11,230	22,000	22,000	22,000
<i>Unappropriated Ending Balance</i>	\$377,047	\$391,630	\$377,355	\$377,355	\$377,355
<u>TOTAL REQUIREMENTS</u>	<u>\$395,965</u>	<u>\$402,860</u>	<u>\$399,355</u>	<u>\$399,355</u>	<u>\$399,355</u>

This fund was established by City Ordinance No. 138016 in 1974 for the purpose of providing certain disability, service requirement and death benefits for Bruce Baker, then Chief of Police for the City. This supplemental trust was established in accordance with ORS 236.620 because Mr. Baker was not eligible for membership in, or benefits from either the Fire and Police Disability and Retirement System with the supplemental program, or from the Public Employees Retirement System.

PUBLIC SAFETY CAPITAL FUND (118)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Property Taxes</i>					
<i>Current Year's Taxes:</i>	2,289,052	1,949,259	\$0	\$0	\$0
<i>Prior Year Taxes</i>	60,962	82,789	145,507	32,690	32,690
<i>Total Property Taxes</i>	2,350,014	2,032,048	145,507	32,690	32,690
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	220,466	381,470	387,635	150,000	150,000
Total External Revenue	2,570,480	2,413,518	533,142	182,690	182,690
Interfund Cash Transfers					
<i>Emergency Communications</i>	0	921,000	0	0	0
<i>General Fund</i>	0	4,988,528	0	0	0
<i>Communications</i>	0	0	0	809,356	809,356
	0	5,909,528	0	809,356	809,356
Beginning Fund Balance	2,309,324	3,157,174	11,260,429	3,290,973	2,897,442
TOTAL RESOURCES	\$4,879,804	\$11,480,220	\$11,793,571	\$4,283,019	\$3,889,488

REQUIREMENTS

Bureau Expenses

<i>Personal Services</i>	60,136	74,798	5,873	0	0
<i>External Materials & Svcs.</i>	12,119	48,054	24,500	5,000	5,000
<i>Internal Materials & Svcs.</i>					
<i>General</i>	0	0	71,165	0	0
<i>Printing & Distribution</i>	748	0	2,000	0	0
<i>Communications</i>	4,839	0	615	0	0
<i>Data Processing</i>	0	0	137	51,805	51,805
<i>Emergency Communications</i>	33,500	0	0	0	0
	39,087	0	73,917	51,805	51,805
<i>Capital Outlay</i>	1,604,083	75,520	5,585,000	3,387,414	2,993,883
<i>Equipment Cash Transfers</i>	0	0	0	0	0
Total Bureau Expenses	1,715,425	198,372	5,689,290	3,444,219	3,050,688

Fund Requirements

Interfund Cash Transfers					
<i>General-Overhead</i>	7,205	39,880	35,932	25,910	25,910
<i>Communications Services</i>	0	0	2,889,663	0	0
<i>Facilities Services</i>	0	0	3,124,965	0	153,295
<i>Contingency</i>					
<i>General Operating Contingency</i>			53,721	812,890	659,595
Unappropriated Ending Balance	3,157,174	11,241,968	0	0	0
TOTAL REQUIREMENTS	\$4,879,804	\$11,480,220	\$11,793,571	\$4,283,019	\$3,889,488

EXPENDITURES - AU 260

Personal Services					
511000 - Full Time	54,102	68,398	5,356	0	0
517000 - Benefits	6,034	6,400	517	0	0
	60,136	74,798	5,873	0	0

PUBLIC SAFETY CAPITAL FUND (118)

FUND SUMMARY

EXPENDITURES – AU 260 (continued)

<i>External Materials and Services</i>					
521000 – Professional Services	6,389	4,301	10,000	0	0
524000 – Repair & Maintenance	0	0	1,000	0	0
529000 – Misc Services	67	206	0	0	0
531000 – Office Supplies	2,807	2,784	1,500	5,000	5,000
534000 – Minor Equipment	0	26,472	0	0	0
543000 – Out-of-Town Travel	2,823	13,244	10,000	0	0
549000 – Miscellaneous	33	21	2,000	0	0
<i>Internal Materials and Services</i>					
552000 – Printing	748	134	2,000	0	0
554000 – Communications	4,839	892	615	0	0
550000 – Data Processing	0	0	137	51,805	51,805
559000 – Other Fund Services	33,500	0	71,165	0	0
	<u>51,206</u>	<u>48,054</u>	<u>98,417</u>	<u>56,805</u>	<u>56,805</u>
<i>Capital Outlay</i>					
564000 – Equipment	1,604,083	75,520	5,585,000	3,387,414	2,993,883
TOTAL APPROPRIATION	<u>1,715,425</u>	<u>198,372</u>	<u>5,689,290</u>	<u>3,444,219</u>	<u>3,050,688</u>

This fund accounts for the revenues and expenses associated with capital improvements to the City's emergency communications systems. Funding for these improvements has been provided through voter approval of a special levy. FY 1991–92 was the third and final year of the levy. FY 1993–94 resources are comprised of \$2,897,442 in beginning fund balance, \$32,690 in prior year taxes, and \$150,000 in interest income. A transfer of \$809,356 from the Communications Fund is also budgeted, which is the difference between the \$2.8 million budgeted and transferred in FY 92/93 to cover the General Fund's share of the 800 Mhz trunked radio system and the actual General Fund share of the system cost. The beginning fund balance was reduced by \$393,531 between the Approved and Adopted Budget to reflect the fact that \$393,531 in cash transfer dollars from the Emergency Communications Fund to cover new furniture purchase for the 911 Center would not be received in FY 92/93 and carried over as beginning fund balance. The funds were instead transferred to the Facilities Fund, which issued the contract for the furniture purchase.

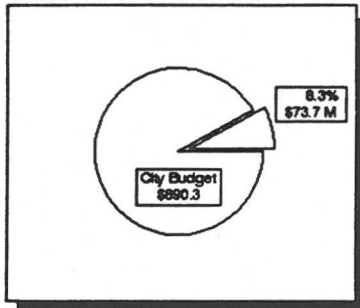
The FY 1993–94 budget contains the remaining appropriation for the final payments on the major capital components of the system approved by the voters, including a new computer aided emergency dispatch system, mobile digital terminals for Police, and Fire vehicles, an automatic locator system, a computerized geobased mapping system, and management information systems for the Bureaus of Police, Fire and Emergency Communications. The new CAD computer will be installed in the new emergency dispatch facility, which will replace the current facility at Kelly Butte. The expected move in date for the new facility is June 1993, with full cutover planned for November 1993.

Between the Approved and Adopted Budget, capital outlay expenditures were reduced by \$393,531 to reflect the fact that the new furniture purchase for the 911 Center would not be made by the Public Safety Capital Fund. In addition, a cash transfer to the Facilities Fund in the amount of \$153,295 was established to cover the final cash requirements associated with the construction of the 911 Center. Contingency was reduced in a corresponding amount.

Parks, Recreation, and Culture

PROGRAM AREA OVERVIEW

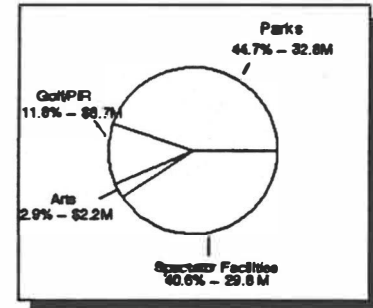
PERCENT OF BUDGET



BUDGET DATA

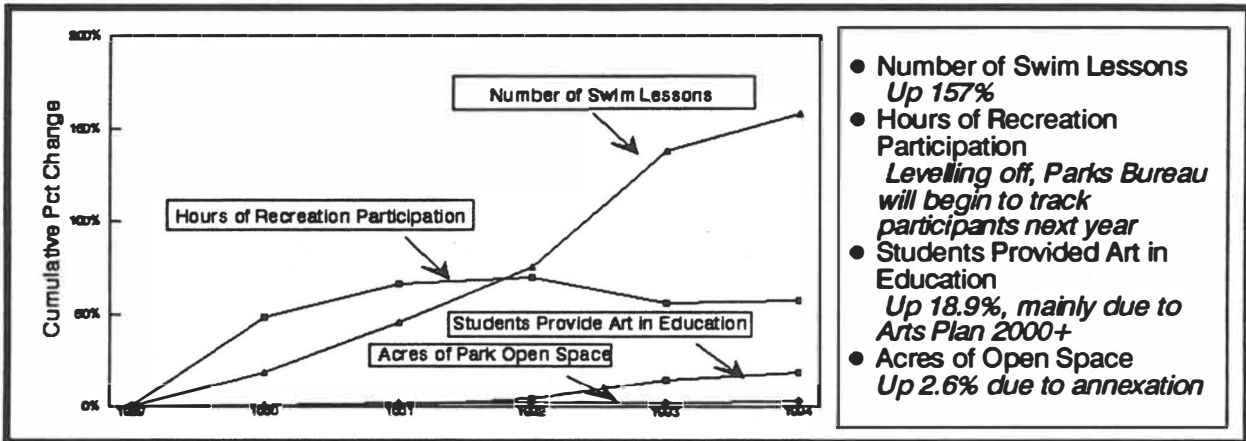
1993-94 Budget \$73.5M
 Change from '92-'93: Up \$29M
 Change per Capita: Up 61.7%
 1993-94 Positions: 323
 Change from '92-'93: Up 1 FTE
 Change per Thousand: Down 1.9%

EXPENDITURES



Note: Figures on this page include fund contingencies and reflect the full allocation of costs to direct service areas.

HISTORICAL TRENDS



SIGNIFICANT BUDGET ISSUES

- Significant increase of \$29 million is mainly driven by funding for public improvements associated with the Oregon Arena Project and the Memorial Coliseum.
- The Bureau of Parks and Recreation has been awarded a \$2.6 Million grant from the Oregon Department of Transportation Interim Enhancement Program to make capital improvements on the Springwater Corridor.
- For the second year, the City will support the implementation of Arts Plan 2000+, which calls for increased regional support for the arts. The City has funded a \$250,000 Challenge Grant for this purpose.
- The Metropolitan Arts Commission was recently awarded a \$470,000 Challenge Grant by the National Endowment for the Arts Foundation. This grant, like the City's Challenge Grant will be used to support the implementation of Arts Plan 2000+. The Commission will use these funds to leverage support from other regional governments and the private sector.

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
<i>Operating Budget:</i>					
<i>Personal Services</i>	\$14,109,272	\$15,266,040	\$15,601,251	\$16,714,300	\$16,692,936
<i>External Materials and Services</i>	\$4,867,969	\$5,140,511	\$5,595,119	\$5,196,367	\$5,262,327
<i>Internal Materials and Services</i>	\$2,580,969	\$2,583,258	\$2,695,584	\$2,773,917	\$2,726,883
<i>Minor Capital Outlay</i>	\$84,368	\$143,063	\$271,549	\$110,130	\$123,075
<i>Cash Transfers-Equipment</i>	\$113,868	\$30,580	\$24,020	\$0	\$0
Total Operating Budget	\$21,756,446	\$23,163,452	\$24,187,523	\$24,794,714	\$24,805,221
<i>Capital Improvements</i>	700,200	2,488,800	3,522,620	3,697,171	3,907,961
TOTAL BUREAU EXPENSES	\$22,456,646	\$25,652,252	\$27,710,143	\$28,491,885	\$28,713,182
<i>Allocated Overhead Costs</i>				1,086,835	1,086,835
Total Cost with Allocated Overhead				\$29,578,720	\$29,800,017
Authorized Full-Time Positions					
<i>Total</i>	286	275	280	280	279
<i>General Fund Discretionary</i>	248	248	248	244	244
SOURCE OF FUNDING					
<i>General Fund (101)</i>					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		17,918,335	19,466,237	18,610,062	18,793,004
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		63,851	396,213	2,313,600	2,313,600
<i>Contract Revenue</i>		390,684	406,283	806,957	806,957
<i>Interagency Services</i>		4,018,538	4,212,321	2,853,609	2,891,964
<i>Bureau Program Revenue</i>		3,260,844	3,229,089	3,907,657	3,907,657
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		7,733,917	8,243,906	9,881,823	9,920,178
Total General Fund Resources		\$25,652,252	\$27,710,143	\$28,491,885	\$28,713,182
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Park Operations and Natural Resources</i>	\$11,716,937	\$12,529,598	\$12,662,374	\$12,577,570	
<i>Positions</i>	143	146	150	150	
<i>Recreation</i>	7,969,019	8,045,478	8,698,880	8,761,273	
<i>Positions</i>	87	87	86	86	
<i>Forestry</i>	1,268,798	1,311,543	1,344,442	1,344,311	
<i>Positions</i>	19	19	18	18	
<i>Construction, Design and Capital Improvement</i>	3,111,658	4,106,608	4,251,714	4,471,779	
<i>Positions</i>	8	9	8	8	
<i>Administration</i>	1,585,840	1,716,916	1,534,475	1,558,249	
<i>Positions</i>	18	19	17	16	
TOTAL PROGRAMS		\$25,652,252	\$27,710,143	\$28,491,885	\$28,713,182
<i>Positions</i>		275	280	280	279
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR					

The Portland Parks and Recreation (PP&R) is entrusted by the public to protect and enhance the City's park system. The Bureau provides a variety of recreational and leisure opportunities in over 9500 acres of parks,

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner—in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

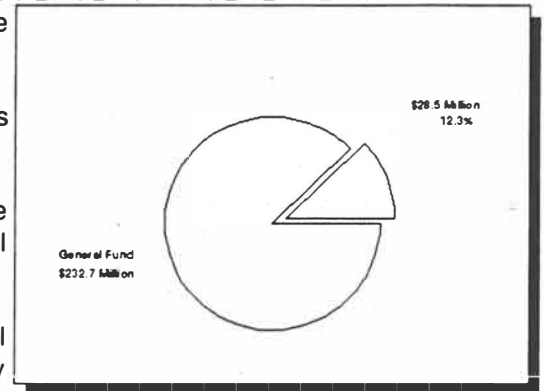
open spaces and natural areas. Bureau staff maintain and manage nearly 200 parks and open spaces, 196 street landscaped areas, 100 ball fields, 50 different facilities and 11 outdoor and 4 indoor pools. Majestic trees gardens, natural areas and trails beautify the City and add to the quality of life for both residents and visitors.

As the single largest recreation provider in the region, PP&R provides a variety of recreational opportunities that are safe, clean, accessible and affordable to users. Events and programs stimulate understanding and appreciation of the arts, celebrate cultural differences, encourage a healthy lifestyle, benefit the local economy, and contribute to the public safety and stability of Portland neighborhoods.

A variety of enrichment classes are offered through its 11 Community Centers and 11 Community Schools. Athletic, aquatics programs, racquet and team sports, golf, outdoor and special recreation activities, a City Arts program, and cultural, spectator and educational experiences through the Pittock Mansion, the Children's Museum and the Portland International Raceway are provided.

The Portland Parks and Recreation's FY 1993-94 budget was based on the following principles:

1. That the three standing priorities to protect infrastructure, serve at-risk youth, and serve disabled and elderly citizens will remain the highest commitments
2. That effectiveness and efficiency measures already in place will continue as a primary way to continue providing quality services and programs at reduced cost
3. That priority objectives and strategies identified in the newly adopted Strategic Plan will be pursued and achieved. The Plan identifies the current operating environment and conditions affecting PP&R and focuses attention and resources to address the most pressing issues.



The result of this operating philosophy is to spend available dollars in the best, most responsible manner possible, while maintaining priority programs and services that meets the needs of the community. This budget reflects continuation of services provided in FY 1992-93 despite a \$265,205 reduction in General Fund current service level support. The bureau was able to achieve continued service levels due in part to the implementation of cost saving put in place since the passage of Ballot Measure 5. Some examples include:

- Consolidation of work units and elimination of middle management positions, delegating authority to field staff and improving organizational structure
- Reliance on more efficient equipment to preserve service levels at reduced costs
- Use of automated equipment to improve customer service, cut processing time, and produce useful participant data
- Increased use of Alternate Service Crews to perform labor intensive tasks at substantially less cost

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

- Continued cost-effective water conservation practices, including installation of computer controlled irrigation system and landscaping techniques
- Promotion of a collaborative philosophy to deliver youth recreation programs, working to combine resources with others, reduce expenditures, and increase participation
- Advanced new marketing techniques, payment and registration options, competitive fees, and higher cost recovery to increase recreation participation and corresponding revenues

The Portland Parks and Recreation's FY 1993-94 budget is \$28,713,182. Of this amount, \$9,920,178 is projected to be derived from bureau specific revenues such as recreational fees, grants and contracts. A \$569,000 increase in cost recovery revenues is anticipated due to higher projected recreation program participation rates and fee increases primarily impacting adult recreation. The budget supports 279 positions, a decrease of one from FY 1992-93. This results from moving a Program Manager position to the Golf Enterprise Fund as it is supported entirely through an interagency with the Golf Fund. The budget also reflects \$3.9 million in capital improvement funds of which \$988,385 will be supported by the General Fund and \$3 million from other resources, mainly grants. The Capital Budget includes a total of \$149,790 in carryover dollars from FY 1992-93 of which \$197,790 is from the General Fund. Projects funded include irrigation system improvements \$300,000, improvements to the Ed Benedict Park \$303,111, and improvements to the Springwater Trail \$2.6 million.

DESCRIPTION OF PROGRAMS

Parks and Natural Resources:

The single largest division in PP&R provides basic core services for operations and maintenance for all PP&R facilities including parks and Community Centers..

Recreation:

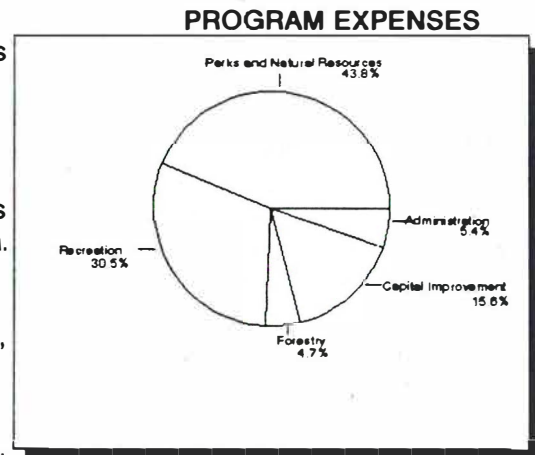
Provides year-round recreational and educational opportunities for more than 1 million people in the Portland metropolitan area.

Forestry:

Provides for the management of the City's plentiful urban forest, both in parks and along streets.

Construction, Design and Capital Improvement:

Provides for the design, management and development of capital improvement projects for parks, open spaces, natural areas and facilities.



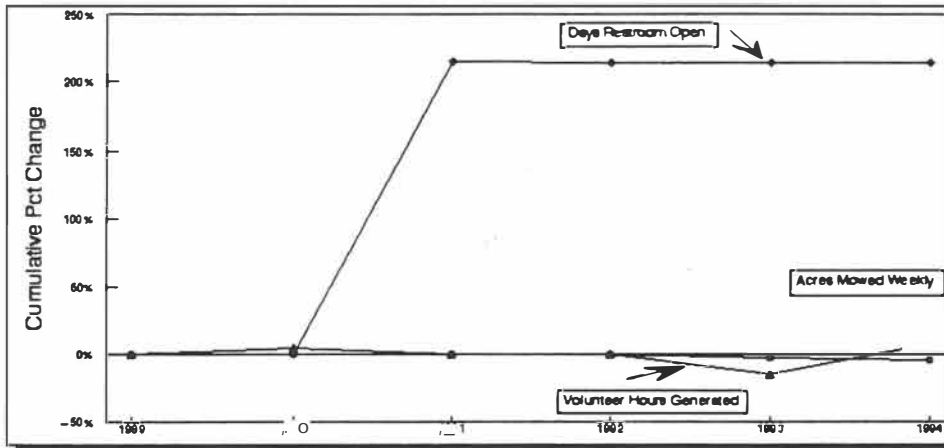
PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

PERFORMANCE TRENDS

SUMMARY OF BUREAU EXPENSES



Acres Mowed Weekly

- Has remained relatively constant

Days Restrooms

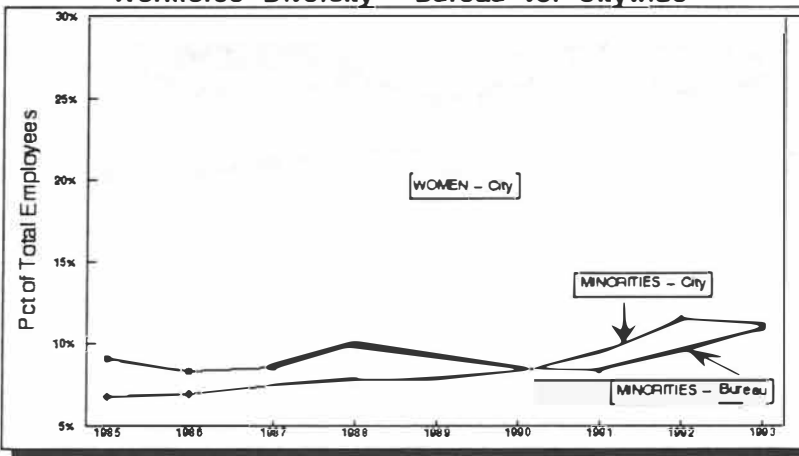
Due to an increase in FY 1991 resulting from a change in pipe to keep pipes from opening during the winter months, the total number of days in PPd with no sewer contract

- Has remained relatively constant

Volunteer Hours Generated

- Has remained relatively constant

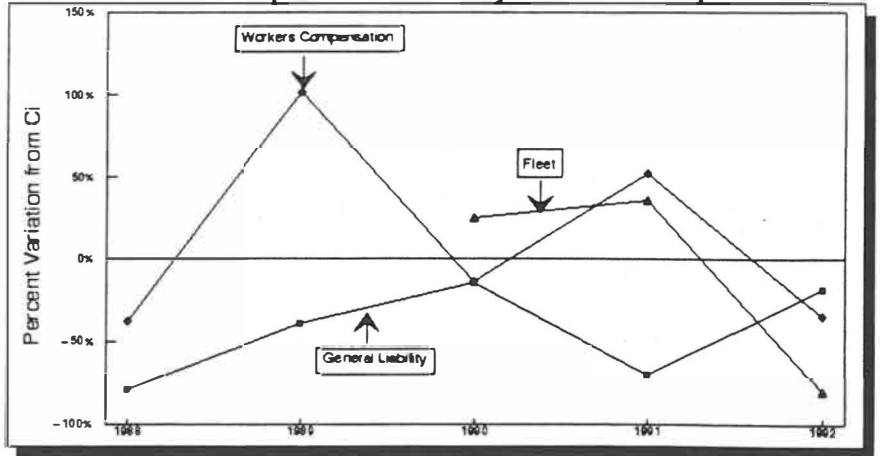
Workforce Diversity – Bureau vs. Citywide



- Employment of women and minorities has been generally above City average. Recent data suggests that the Bureau is now slightly lower than the City's average
- Data does not include up to 1,000 part-time seasonal employees of which a large portion are women and minorities. Also workforce is relatively stable with little turnover

- Both General and Workers Compensation Liability are generally lower than citywide loss. In the last two years, the Bureau has taken steps to decrease its liability. FY 1993-94 actions include the preparation and completion of a Loss Control Plan which is a priority; a Loss Control Specialist will be hired and the first of a three-year safety training program has been funded.

Bureau Loss Experience Vs. Citywide Loss Experience



PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Portland Parks and Recreation's priority objectives will focus on:

- Implementing priority objectives as detailed in the bureau automation plan. This includes improving information management capabilities to evaluate programs and performance, scheduling and tracking capabilities.
- Increasing the amount of sponsorship and partnership support to \$1 million
- Hiring Loss Control Officer by September, 1993
- Developing and adopting specific policies, standards and materials to promote a consistent public image
- Establishing effective techniques to enhance internal communication with management and employees
- Establishing new and ongoing programs for recognition of work unit and employee accomplishments
Pursuing efforts to meet minimum requirements of the Americans with Disabilities Act

The achievement of these objectives will enable the bureau to improve internal information capabilities relating to its infrastructure, youth and special populations priority service areas.

MAJOR BUDGET NOTES

- Complete a Cost of Service Study by October, 1993. Parks will identify those parts of Forestry, Horticulture and maintenance functions that best lend themselves to costs savings and efficiency improvements through contracting. The bureau will prepare a competitive bid and a report detailing the process and results. Final recommendations to Council will be completed by October 31, 1993.
- Develop a fund-raising plan by January 1, 1994.
- Work with Multnomah County and Metro to analyze parks/greenspaces consolidation and regionalization opportunities
- Annually update Strategic Plan with reference to other State, regional and city initiatives and incorporate pertinent elements into the Plan.
- Prior to FY 1994-95 Budget Process develop benchmarks for gauging future performance.

EFFECTIVENESS MEASURES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
• Complete initial analysis of recreation participation demographic characteristics	N/A	N/A	9/93	9/93
• Complete initial Cost of Service Study (CSS)	N/A	N/A	10/31/93	10/31/93
• Complete analysis of contracting out opportunities in Forestry and Horticulture	N/A	N/A	10/31/93	10/31/93
• Complete the development of a Loss Control Plan	N/A	N/A	6/94	6/94

PORTLAND PARKS AND RECREATION (130)

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SUMMARY OF BUREAU EXPENSES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<u>EFFICIENCY MEASURES</u>				
• Complete inventory of major park building and park features using new rating system	N/A	N/A	5/94	5/94
• Implement CSS recommendations and institute new fee policy setting rate of cost recovery for adult and youth programs	N/A	N/A	6/94	6/94
<u>WORKLOAD MEASURES</u>				
No. Acres Irrigated	552	552	570	570
Total Youth Participant Hours	N/A	3,090,000	3,120,000	3,120,000
No. Park Tree Maintained	6,436	6,194	6,200	6,200
Construct./Design/Capital Improv. Projects Completed	N/A	7	9	9

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

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BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$8,288,654	\$8,593,920	\$8,938,694	\$9,307,061	\$9,285,363
512000 Part-Time/Limited-Term Employees	2,182,921	2,563,036	2,617,900	3,225,792	3,239,144
514000 Overtime	72,657	61,486	157,519	98,577	97,525
515000 Premium Pay	128,034	118,410	99,454	123,078	123,078
517000 Benefits	3,437,006	3,929,188	3,850,581	4,026,444	4,014,478
Total Personal Services	\$14,109,272	\$15,266,040	\$15,664,148	\$16,780,952	\$16,759,588
521000 Professional Services	\$219,417	\$149,082	\$236,298	\$66,511	\$130,571
522000 Utilities	1,143,353	1,177,975	1,436,953	1,362,646	1,353,164
523000 Equipment Rental	31,838	47,278	44,238	59,412	59,412
524000 Repair & Maintenance	851,050	1,059,157	987,071	939,846	935,483
528000 Local Match Payment	478,761	322,492	348,914	349,364	349,364
529000 Miscellaneous Services	849,318	1,048,030	1,121,792	797,481	883,892
531000 Office Supplies	118,946	144,087	77,704	97,148	93,913
532000 Operating Supplies	753,116	869,421	793,400	803,973	799,257
533000 Repair & Maintenance Supplies	350,385	228,713	339,331	338,137	337,767
534000 Minor Equipment	75,913	61,453	103,148	120,369	104,777
535000 Clothing	16,517	22,986	25,342	32,751	31,889
539000 Other Commodities	15,474	13,574	33,149	29,348	28,988
541000 Education	14,095	13,158	41,455	46,576	59,301
542000 Local Travel	18,354	24,701	30,042	33,480	33,469
543000 Out-of-Town Travel	15,688	17,216	33,545	9,119	21,904
544000 External Rent	1,800	5,696	1,661	6,961	6,961
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	21,009	47,696	76,174	103,647	98,617
Subtotal External Materials & Services	\$4,975,034	\$5,252,715	\$5,730,217	\$5,196,769	\$5,328,729
551000 Fleet Services	\$926,820	\$925,916	\$980,620	\$1,025,782	\$969,508
552000 Printing/Distribution	378,272	378,436	386,191	397,275	331,101
553000 Facilities Services	190,152	248,896	272,261	203,466	276,092
554000 Communications	221,908	214,997	232,788	275,198	274,836
555000 Data Processing	27,862	36,855	61,095	97,731	97,731
556000 Insurance	671,860	609,964	681,134	690,533	690,533
557000 Equipment Lease	482	40,674	112,835	171,579	171,579
558000 Same Fund Services	4,457	4,771	5,000	4,800	7,950
559000 Other Fund Services	159,156	222,749	77,425	153,015	153,015
Subtotal Internal Materials & Services	\$2,580,969	\$2,683,258	\$2,809,349	\$3,019,379	\$2,972,345
Total Materials & Services	\$7,556,003	\$7,935,973	\$8,539,566	\$8,216,148	\$8,301,074
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	2,276,596	0	3,384,655	3,529,445
564000 Equipment	677,503	143,063	3,482,409	110,130	123,075
Total Capital Outlay	\$677,503	\$2,419,659	\$3,482,409	\$3,494,785	\$3,652,520
573000 Cash Transfers – Equipment	\$113,868	\$30,580	\$24,020	\$0	\$0
Total Bureau Expenses	\$22,456,646	\$25,652,252	\$27,710,143	\$28,491,885	\$28,713,182

City of Portland, Oregon – FY 1993-94 Adopted Budget

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
4337	Parks & Rec. Director	1	1	1	72,495	1	77,826	1	77,826
813	City/Community Liaison	1	1						
7490	Community Relation Asst			1	44,078	1	45,184	1	45,184
4331	Recreation Director	1	1						
4335	Rec & Opns Manager			1	54,873	1	59,172	1	59,172
4160	Parks Operations Mgr	1	1						
4335	Rec & Opns Manager			1	54,873	1	59,705	1	59,705
544	Admin Services Officer I	0	1						
4334	Asst Recreation Manager			1	44,370	1	47,031	1	47,031
4330	Asst Recreation Director	3	1						
4333	Sr Recreation Supervisor			1	40,048				
4329	Recreation Supervisor	6	8						
4333	Sr Recreation Supervisor			3	108,243	3	125,613	3	125,613
4329	Recreation Supervisor								
4332	Recreation Supervisor			5	180,227	5	194,279	5	194,279
4353	Tennis Program Manager	1	1						
4332	Recreation Supervisor			1	36,081	1	38,244	1	38,244
4340	Pittock Mansion Director	1	1						
4332	Recreation Supervisor			1	34,285	1	37,327	1	37,327
4327	Recreation Instructor III	17	17						
4332	Recreation Supervisor			17	567,239	17	637,565	17	637,565
4326	Recreation Instructor II	17	16	17	526,160	17	528,701	17	528,701
4325	Recreation Instructor I	27	26	28	816,127	30	870,185	30	870,185
4322	Recreation Leader	7	7	5	111,251	5	112,376	5	112,376
4134	Ground Maint Supervisor	1							
4131	City Forester	1	1	1	42,178	1	44,548	1	44,548
4129	Forestry Supervisor	1	1	1	39,087	1	43,032	1	43,032
4120	Public Gardens Superv	1	1						
4127	Botanic Supervisor			1	38,774	1	43,339	1	43,339
4115	Hort. Services Supervisor	1	1						
4127	Botanic Supervisor			1	39,401	1	42,870	1	42,870
4132	Arboriculturist	1	1						
4125	Botanic Specialist			1	36,289	1	38,999	1	38,999
4113	Gardener	25	25	25	796,575	25	820,575	25	820,575
4111	High Climber II	3	3	3	100,725	3	103,731	3	103,731
4110	High Climber I	7	7	7	227,147	8	264,406	8	264,406
4163	Parks Planning Superv	1	1						
3236	Chief Planner			1	47,293	1	49,596	1	49,596
3150	Public Works Inspector I	1	1	1	39,066	1	40,236	1	40,236
3134	Architect	7	8	8	313,935	6	280,480	6	280,480
3107	Technician I	2	1	1	28,439	1	31,174	1	31,174
2542	Mis Support Analyst					1	33,178	1	33,178
379	Assistant Mis Analyst			1					
2540	Mis Support Technician		1		28,439				
1524	General Mechanic	1	1	1	33,575	1	34,577	1	34,577
1513	Welder	1	1	1	33,575	1	34,577	1	34,577
1457	Supervising Electrician	1	1	1	42,198	1	43,472	1	43,472
1453	Electrician	2	2	2	76,546	2	78,842	2	78,842
1443	Painter	2	2	2	67,150	2	69,154	2	69,154
1421	Lead Carpenter	1	1	1	35,245	1	36,310	1	36,310
1420	Carpenter	5	5	5	167,875	5	172,885	5	172,885
1315	Const Equip Operator II	1	1	1	33,324	1	34,327	1	34,327
1240	Maintenance Mechanic	12	13	13	402,511	13	415,298	13	415,298
1237	Mower Operator	16	14	14	406,616	13	388,973	13	388,973
TOTAL FULL-TIME POSITIONS THIS PAGE		177	175	176	5,766,313	175	5,977,787	175	5,977,787

PORTLAND PARKS AND RECREATION (130)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		177	175	176	5,766,313	175	5,977,787	175	5,977,787
1218	Utility Worker	25	26	26	732,034	26	735,738	26	757,328
1215	Park Attendant	34	31	31	900,364	31	927,441	31	927,441
1208	Maintenance Worker					2	31,824	2	31,824
4147	Pk Maintenance Superv	1	1						
1136	Fac/Maintenance Manager			1	45,957	1	51,553	1	51,553
4150	Park District Supervisor	2	2						
1134	Sr Fac & Maint Supervisor			2	83,102	2	89,819	2	89,819
4142	Park Equipment Foreman	1	1						
1134	Sr Fac & Maint Supervisor			1	42,929	1	47,409	1	47,409
1238	Mower Opns Foreman	1	1						
1134	Sr Fac & Maint Supervisor			1	39,401	1	45,560	1	45,560
4140	Pk Fac & Maint Foreman	1	1						
1134	Sr Fac & Maint Supervisor			1	42,929	1	47,045	1	47,045
4114	Rose Garden Curator	1	1						
1132	Fac & Maint Supervisor			1	35,245	1	39,352	1	39,352
4146	Park Operations Foreman	11	9						
1132	Fac & Maint Supervisor			9	306,306	9	335,374	9	335,374
1115	Building Maint Mechanic			1	33,575	1	34,577	1	34,577
1111	Lead Custodian	1	1	1	24,263	1	24,993	1	24,993
975	Deputy Director	1	1	1	63,935	1	67,870	1	67,870
545	A S O II	1	1						
970	Program Manager II			1	51,407				
843	Volunteer Coordinator	1	1						
966	Program Coordinator			1	32,656	1	39,796	1	39,796
964	Program Specialist					2	72,645	1	34,932
845	Communication Assistant	1	1						
962	Asst Program Specialist			1	22,620	1	22,620	1	34,612
545	A S O II	1	1						
928	Bureau Administrative Mgr			1	51,252	1	51,252	1	58,276
828	Sr Management Analyst		1						
922	Admin Supervisor II			1	45,978	1	45,978	1	47,126
847	Communication Svc Dir	1							
828	Sr Management Analyst	1	1						
828	Sr Financial Analyst			1	45,310	1	45,310	1	48,441
827	Management Analyst	2							
819	Administrative Assistant I	1							
544	A S O I	1	1						
614	Human Resources Coord			1	42,933	1	42,933	1	44,830
515	Senior Accountant	1	1	1	35,099	1	35,099	1	36,143
514	Associate Accountant	1	2	3	84,301	3	84,301	3	90,345
510	Accounting Assistant	3	2	2	46,350	2	46,350	2	49,295
411	Store Supervisor I	1	1	1	33,972	1	33,972	1	34,995
410	Storekeeper	0	0	1	27,007	1	27,007	1	30,506
222	Secretarial Assistant	1	1	1	26,246	1	26,246	1	27,040
221	Secretarial Clerk II	2	0	0					
220	Secretarial Clerk I	5	4	4	83,852	3.5	83,852	3.5	81,119
210	Office Clerk	1	3	3	59,152	2	59,152	2	41,050
117	Office Manager II	1							
116	Office Manager I	1	2	2	58,223	1	58,223	1	31,612
114	Clerical Specialist	3	2	3	75,983	3	75,983	3	77,313
TOTAL FULL-TIME POSITIONS		286	275	280	8,938,694	280	9,307,061	279	9,285,363

PARKS SYSTEM IMPROVEMENTSFUND (119)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Current Year Property Taxes</i>					
Property Taxes	\$2,287,114	1,977,579	\$150,000	\$55,000	\$55,000
Levy Option Revenue	0	0	0	0	0
Prior-Year Taxes	0	0	0	0	0
Rents and Reimbursements	0	8,554			
<i>Miscellaneous Revenues</i>					
Interest on Investments	234,990	260,285	15,000	15,000	15,000
Donations and Grants	250,000	20,267	14,500	0	0
Total External Revenue	2,772,104	2,266,685	179,500	70,000	70,000
Interfund Cash Transfers					
General	0	36,827	0	0	0
	0	36,827	0	0	0
Beginning Fund Balance					
Encumbered	0	0	522,694	700,000	700,000
Unencumbered	2,080,265	3,951,886	1,705,862	355,027	355,027
TOTAL RESOURCES	\$4,852,369	\$6,255,398	\$2,408,056	\$1,125,027	\$1,125,027
REQUIREMENTS					
Bureau Expenses					
External Materials & Services	\$128,522	\$173,126	\$27,262	\$0	\$0
<i>Internal Materials & Services</i>					
General	158,090	266,015	400,882	172,769	172,769
Printing/Distribution	50	271	0	0	0
Environmental Services	0	1,741	0	0	0
Maintenance	5,224	0	0	0	0
Transportation	0	31,714	0	0	0
Water	6,200	10,036	0	0	0
Public Art Trust	41,943	5,982	0	0	0
	211,507	315,759	400,882	172,769	172,769
Capital Outlay	550,454	3,493,581	1,790,925	0	0
Total Bureau Expenses	890,483	3,982,466	2,219,069	172,769	172,769
Fund Requirements					
<i>Contingency</i>					
General Operating Contingency	0	0	158,884	229,395	240,800
Encumbrance Carryover	0	0	0	700,000	700,000
	0	0	158,884	929,395	940,800
<i>Interfund Cash Transfers</i>					
General - Overhead	10,000	33,982	30,103	22,863	11,458
Unappropriated Ending Balance	3,951,886	2,238,950	0	0	0
TOTAL REQUIREMENTS	\$4,852,369	\$6,255,398	\$2,408,056	\$1,125,027	\$1,125,027
EXPENDITURES - AU 263					
<i>External Materials & Services</i>					
5210 Professional Services	\$120,113	\$149,273	\$27,262	\$0	\$0
5290 Miscellaneous Services	0	2,896	0	0	0
5240 Repair and Maintenance	498	0	0	0	0

PARKS SYSTEM IMPROVEMENTSFUND (119)

FUND SUMMARY

	<u>Actual</u> FY 90-91	<u>Actual</u> FY 91-92	<u>Revised Budget</u> FY 92-93	<u>Proposed</u> FY 93-94	<u>Adopted</u> FY 93-94
<u>EXPENDITURES – AU 263 (Cont'd)</u>					
5320 Operating Supplies	0	54	0	0	0
5330 Repair and Maintenance Supp.	0	235	0	0	0
5490 Miscellaneous	7,911	20,669	0	0	0
<i>Internal Materials & Services</i>					
5520 Printing/Distribution	50	271	0	0	0
Other Fund Services	211,457	315,487	400,882	172,769	172,769
<i>Capital Outlay</i>					
5610 Land	0	0	0	0	0
5630 Improvements	550,454	3,493,581	1,790,925	0	0
	<u>890,483</u>	<u>3,982,466</u>	<u>2,219,069</u>	<u>172,769</u>	<u>172,769</u>
TOTAL APPROPRIATION	890,483	3,982,466	2,219,069	172,769	172,769

This Fund was created based upon voter approval of a Parks System Improvements levy on June 27, 1989. FY 1991-92 was the third and final year of the levy. The levy totalled \$7,300,002 or \$2,433,334 per year. Levy dollars have been dedicated to youth-oriented programs and to facility improvements and operation. Roughly 70% of all levy dollars have been spent to address infrastructure preservation needs. The intent of the levy was to address the following goals: 1) to improve maintenance efficiency, especially at high volume usage sites, 2) address park safety and security issues, 3) improve or build facilities that serve youth, including playground equipment, ball fields and community centers and 4) serve neighborhoods that have a high concentration of at-risk or low-income populations.

Twenty seven levy projects have been completed or are under construction. During FY 93-94, the levy program will provide partial programming and maintenance support for the operation of the Matt Dishman Aquatics Facility, the largest single project, which opened Fall 1992. The FY 93-94 budget includes support for programming staff, utilities, regular and routine maintenance plus 100% preventative maintenance expenses for the pool.

The primary emphasis of the program in FY 1993-94 will be to complete unfinished levy fund projects. The budget is primarily composed of carryover levy funds from FY 1992-93. A budget of \$172,769 will be available during FY 93-94 to support project planners assigned to completing projects in process.

PORTLAND PARKS MEMORIAL TRUST FUNDS (602)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
Miscellaneous Revenue					
<i>Concessions</i>	59,575	26,781	45,000	45,000	45,000
<i>Donations</i>	44,546	23,209	25,500	500	500
<i>Miscellaneous-Interest</i>	48,678	48,896	49,603	43,890	43,890
<i>Miscellaneous-Other</i>	0	2,722	0	0	0
<i>Parking Fees</i>	107,567	76,025	123,500	106,000	106,000
<i>Parks/Rec. Fees</i>	480	245,185	248,500	290,000	290,000
<i>Rents/Reimbursements</i>	76,409	72,770	50,000	48,000	48,000
<i>Sales/Real Property</i>	0	143,613	0	0	0
Total External Revenue	337,255	639,201	542,103	533,390	533,390
Interfund Cash Transfers					
<i>Sundry Trusts</i>	0	0	63,000	0	0
<i>Facilities Service Fund</i>	0	0	260,000	0	0
	0	0	323,000	0	0
Beginning Fund Balance					
<i>Encumbered</i>	0	0	3,772	5,000	5,000
<i>Unencumbered</i>	367,221	529,775	638,763	1,215,129	1,215,129
	367,221	529,775	642,535	1,220,129	1,220,129
TOTAL RESOURCES	\$704,476	\$1,168,976	\$1,507,638	\$1,753,519	\$1,753,519
REQUIREMENTS					
Bureau Expenses					
<i>External Materials & Svcs</i>	51,843	41,507	151,218	144,900	144,900
Internal Materials & Svcs					
<i>General</i>	92,858	276,720	408,950	313,178	346,178
<i>Golf</i>	0	0	0	25,305	25,305
	92,858	276,720	408,950	338,483	371,483
<i>Capital Outlay</i>	30,000	60,903	55,097	15,935	15,935
Total Bureau Expenses	174,701	379,130	615,265	499,318	532,318
Fund Requirements					
Contingency					
<i>General Operating Contingency</i>	0	0	870,473	1,226,749	1,193,749
<i>Encumbrance Carryover</i>	0	0	0	5,000	5,000
	0	0	870,473	1,231,749	1,198,749
<i>Unappropriated Ending Balance</i>	529,775	789,846	21,900	22,452	22,452
TOTAL REQUIREMENTS	\$704,476	\$1,168,976	\$1,507,638	\$1,753,519	\$1,753,519

PORTLAND PARKS MEMORIAL TRUST FUNDS (602)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
External Revenue					
<i>F.L. Beach Trust</i>	\$1,745	\$1,406	\$1,500	\$940	\$940
<i>Portland Parks Trust</i>	\$228,604	\$376,040	\$165,000	\$158,000	\$158,000
<i>Willamette Trust</i>	\$51,534	\$16,785	\$47,000	\$48,500	\$48,500
<i>Delta Park Trust</i>	\$429	\$3,219	\$1,900	\$2,450	\$2,450
<i>Columbia South Shore</i>	\$3	\$2	\$3	\$500	\$500
<i>Forest Park Trust</i>	\$10,781	\$7,230	\$5,600	\$5,525	\$5,525
<i>Oaks Pioneer Trust</i>	\$19,790	\$4,532	\$44,000	\$17,500	\$17,500
<i>Rose Test Garden Trust</i>	\$3,223	\$1,207	\$900	\$925	\$925
<i>SP 4449 Trust</i>	\$21,146	\$3,038	\$12,200	\$2,750	\$2,750
<i>Youth Programs Trust</i>	\$0	\$225,742	\$264,000	\$253,800	\$253,800
<i>North Portland Trust</i>	\$0	\$0	\$0	\$42,500	\$42,500
	\$337,255	\$639,201	\$542,103	\$533,390	\$533,390
Interfund Cash Transfers					
<i>Sundry Trust Fund</i>	0	0	63,000	0	0
<i>Facilities Services Fund</i>	0	0	260,000	0	0
	0	0	323,000	0	0
Beginning Fund Balance					
Unencumbered					
<i>F.L. Beach Trust</i>	21,561	21,890	21,900	22,412	22,412
<i>Portland Parks Trust</i>	178,793	291,551	375,220	815,461	815,461
<i>Willamette Trust</i>	60,595	82,129	68,400	99,627	99,627
<i>Delta Park Trust</i>	5,253	5,682	7,600	10,843	10,843
<i>Columbia South Shore</i>	34	37	40	12,260	12,260
<i>Forest Park Trust</i>	10,318	14,099	10,100	10,410	10,410
<i>Oaks Pioneer Trust</i>	55,169	71,683	80,683	67,621	67,621
<i>Rose Test Garden Trust</i>	6,108	9,331	9,420	10,963	10,963
<i>SP 4449 Trust</i>	29,390	33,373	35,400	41,565	41,565
<i>Youth Programs Trust</i>	0	0	30,000	81,547	81,547
<i>North Portland Trust</i>	0	0	0	42,420	42,420
	\$367,221	\$529,775	\$638,763	\$1,215,129	\$1,215,129
Encumbered					
<i>Portland Parks Trust</i>	0	0	3,772	5,000	5,000
TOTAL RESOURCES	704,476	1,168,976	1,507,638	1,753,519	1,753,519

PORTLAND PARKS MEMORIAL TRUST FUNDS (602)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
REQUIREMENTS					
Bureau Expenses					
<i>External Materials & Svcs</i>					
<i>F.L. Beach Trust</i>	1,416	993	1,500	900	900
<i>Portland Parks Trust</i>	22,988	21,493	28,675	35,000	35,000
<i>Willamette Trust</i>	0	13,064	40,000	36,000	36,000
<i>Delta Park Trust</i>	0	0	3,000	12,000	12,000
<i>Columbia South Shore</i>	0	0	43	10,000	10,000
<i>Forest Park Trust</i>	7,000	0	0	0	0
<i>Oaks Pioneer Trust</i>	3,276	3,003	4,000	0	0
<i>Rose Test Garden Trust</i>	0	0	1,000	1,000	1,000
<i>SP 4449 Trust</i>	17,163	2,954	10,000	10,000	10,000
<i>Youth Programs Trust</i>	0	0	63,000	0	0
<i>North Portland Trust</i>	0	0	0	40,000	40,000
	51,843	41,507	151,218	144,900	144,900
<i>Interfund Cash Transfers</i>					
<i>General</i>	92,858	276,720	408,950	313,178	346,178
<i>Golf</i>	0	0	0	25,305	25,305
	92,858	276,720	408,950	338,483	371,483
<i>Capital Outlay</i>					
<i>Portland Parks Trust</i>	0	50,903	97	0	0
<i>Willamette Trust</i>	30,000	0	0	0	0
<i>Forest Park Trust</i>	0	10,000	5,000	15,935	15,935
<i>Oaks Pioneer Trust</i>	0	0	50,000	0	0
	30,000	60,903	55,097	15,935	15,935
Total Bureau Expenses	174,701	379,130	615,265	499,318	532,318
Fund Requirements					
<i>General Operating Contingency</i>					
<i>F.L. Beach Trust</i>	0	0	0	0	0
<i>Portland Parks Trust</i>	0	0	634,500	862,916	829,916
<i>Willamette Trust</i>	0	0	75,400	112,127	112,127
<i>Delta Park Trust</i>	0	0	6,500	1,293	1,293
<i>Columbia South Shore</i>	0	0	0	2,760	2,760
<i>Forest Park Trust</i>	0	0	10,700	0	0
<i>Oaks Pioneer Trust</i>	0	0	52,453	77,183	77,183
<i>Rose Test Garden Trust</i>	0	0	9,320	10,888	10,888
<i>SP 4449 Trust</i>	0	0	37,600	34,315	34,315
<i>Youth Programs Trust</i>	0	0	44,000	85,347	85,347
<i>North Portland Trust</i>	0	0	0	44,920	44,920
	0	0	870,473	1,231,749	1,198,749
<i>Unappropriated Ending Balance</i>					
<i>F.L. Beach Trust</i>	21,890	22,303	21,900	22,452	22,452
<i>Portland Parks Trust</i>	291,551	533,689	0	0	0
<i>Willamette Trust</i>	82,129	85,850	0	0	0

PORTLAND PARKS MEMORIAL TRUST FUNDS (602)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Unappropriated Ending Balance (Cont'd)					
<i>Delta Park Trust</i>	5,682	8,901	0	0	0
<i>Columbia South Shore</i>	37	39	0	0	0
<i>Forest Park Trust</i>	14,099	11,329	0	0	0
<i>Oaks Pioneer Trust</i>	71,683	73,212	0	0	0
<i>Rose Test Garden Trust</i>	9,331	10,538	0	0	0
<i>SP 4449 Trust</i>	33,373	33,457	0	0	0
<i>Youth Programs Trust</i>	0	10,528	0	0	0
<i>North Portland Trust</i>	0	0	0	0	0
	529,775	789,846	21,900	22,452	22,452
TOTAL REQUIREMENTS	704,476	1,168,976	1,507,638	1,753,519	1,753,519
EXPENDITURES – AU 450					
<u>F.L. Beach Trust</u>					
<i>Materials and Services</i>					
<i>5390 Other Commodities</i>	1,416	993	1,500	900	900
<u>Portland Parks Trust</u>					
<i>Materials and Services</i>					
<i>5210 Professional Services</i>	5,049	398	1,800	0	0
<i>5240 Repair & Maintenance</i>	3,620	0	0	5,000	5,000
<i>5280 Local Match Payment</i>	11,375	9,600	25,000	25,000	25,000
<i>5320 Operating Supplies</i>				5,000	5,000
<i>5330 Repair & Maint Supplies</i>	2,254	1,685	0	0	0
<i>5490 Miscellaneous</i>	690	9,810	1,875	0	0
<i>5590 Other Fund Services</i>	92,858	61,506	140,720	80,545	113,545
	115,846	82,999	169,395	115,545	148,545
<i>Capital Outlay</i>					
<i>5610 Land</i>	0	15,000	0	0	0
<i>5630 Improvements</i>		35,903	97	0	0
	0	50,903	97	0	0
	115,846	133,902	169,492	115,545	148,545
<u>Willamette Trust</u>					
<i>Materials and Services</i>					
<i>5240 Repair & Maintenance</i>	0	0	40,000	36,000	36,000
<i>5290 Miscellaneous Services</i>	0	13,064	0	0	0
	0	13,064	40,000	36,000	36,000
<i>Capital Outlay</i>					
<i>5630 Improvements</i>	30,000	0	0	0	0
	30,000	13,064	40,000	36,000	36,000
<u>Delta Park Trust</u>					
<i>Materials and Services</i>					
<i>5240 Repair & Maintenance</i>	0	0	3,000	12,000	12,000

PORTLAND PARKS MEMORIAL TRUST FUNDS (602)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
<u>Columbia South Shore</u>					
<i>Materials and Services</i>					
5240 Repair & Maintenance	0	0	43	10,000	10,000
<u>Forest Park Trust</u>					
<i>Materials and Services</i>					
5490 Miscellaneous	7,000	0	0	0	0
<i>Capital Outlay</i>					
5610 Land	0	10,000	5,000	15,935	15,935
	7,000	10,000	5,000	15,935	15,935
<u>Oaks Pioneer Trust</u>					
<i>Materials and Services</i>					
5240 Repair & Maintenance	3,276	3,003	4,000	0	0
5590 Other Fund Services	0	0	18,230	7,938	7,938
	3,276	3,003	22,230	7,938	7,938
<i>Capital Outlay</i>					
5630 Improvements	0	0	50,000	0	0
	3,276	3,003	72,230	7,938	7,938
<u>Rose Test Garden Trust</u>					
<i>Materials and Services</i>					
5340 Minor Equipment	0	0	1,000	1,000	1,000
<u>SP 4449 Trust</u>					
<i>Materials and Services</i>					
5240 Repair & Maintenance	9,554	0	10,000	10,000	10,000
5330 Repair & Maint Supplies	7,609	2,954	0	0	0
	17,163	2,954	10,000	10,000	10,000
<u>Youth Programs Trust</u>					
<i>Materials and Services</i>					
5240 Repair & Maintenance	0	0	63,000	0	0
5590 Other Fund Services	0	215,214	250,000	250,000	250,000
	0	215,214	313,000	250,000	250,000
<u>North Portland Trust</u>					
<i>Materials and Services</i>					
5280 Local Match Payment	0	0	0	40,000	40,000
TOTAL ALL TRUSTS	174,701	379,130	615,265	499,318	532,318

GENERAL DESCRIPTION AND CHANGES FROM PRIOR YEAR

The Portland Parks Trust Funds is the recipient of donations from grants, neighborhood associations, foundations, friends organizations and others who designate funds to be applied to specific parks or projects developed and maintained by the Bureau of Parks and Recreation. Expenditures largely are made to leverage or "match" other sources of support. Often the trust fund facilitates one-time investments necessary to benefit

GENERAL DESCRIPTION AND CHANGES FROM PRIOR YEAR (CONT'D)

a particular park, constituency or for the benefit of the park system as a whole.

The FY 93-94 Portland Parks Trust Fund budget includes support for sponsorships (\$35,000) and trust fund leveraging and development (\$25,305). These items are largely budgeted as interagency agreements with the Portland Parks and Recreation. In addition, the Youth trust fund is housed here. The fund is made possible through a \$.50/9 hole surcharge on public golf courses with revenues most often used to leverage existing services for at-risk youth. The Youth trust fund is expected to continue at a rate approximately \$250,000 in FY 1993-94.

Currently, there are eleven Trust funds that have been established by the Portland Parks and Recreation. In FY 1993-94 budgeted expenditures include: Oaks Pioneer Trust Fund includes \$7,938 for landscape maintenance; the Forest Park Trust Fund anticipates a \$15,935 purchase of property to expand park holdings; and the Willamette Park Trust Fund includes parking management services appropriated at a level of \$36,000, adjusting for a slight declining trend in parking revenues.

Activity in the following other trust funds is anticipated at approximately the same level as in FY 1992-93. Specifically \$900 for F.L. Beach Trust fund awards; \$1,000 for minor equipment for the Rose Test Garden Trust Fund; an increase of 412,000 in mainenance through the Delta Park Trust Fund; \$10,000 for expenses associated with the SP Engine 4449; and \$10,000 for the Clolumbia South Shore Trust Fund, earmarked for trail maintenance. Lastly, revenues resulting from a ticket surcharge at Portland International Raceway events are projected at \$40,000 to be applied toward North Portland priority recreation and activities in agreement with the local neighborhood buisness community.

GOLF (617)

Service Area: Parks, Recreation & Culture
Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<i>Operating Budget:</i>					
<i>Personal Services</i>	\$1,291,310	\$1,424,483	\$1,588,449	\$1,855,215	\$1,855,215
<i>External Materials and Services</i>	854,266	1,060,591	984,094	1,034,207	1,032,187
<i>Internal Materials and Services</i>	373,773	569,468	384,648	220,626	479,265
<i>Minor Capital Outlay</i>	50,859	158,085	118,655	148,000	148,000
<i>Cash Transfers-Equipment</i>	33	0	0	0	0
Total Operating Budget	\$2,570,241	\$3,212,627	\$3,075,846	\$3,258,048	\$3,514,667
<i>Capital Improvements</i>	346,800	2,104,350	2,149,671	1,470,000	1,470,000
TOTAL BUREAU EXPENSES	\$2,917,041	\$5,316,977	\$5,225,517	\$4,728,048	\$4,984,667
<u>Authorized Full-Time Positions</u>					
Total	23	24	28	30	30
<u>SOURCE OF FUNDING</u>					
Golf Operating Fund (154)		\$5,316,977	\$5,225,517	\$4,728,048	\$4,984,667
<u>PROGRAMS</u>					
Golf Operations		\$5,316,977	\$5,225,517	\$4,728,048	\$4,984,667
Positions		24	28	30	30
TOTAL PROGRAMS		\$5,316,977	\$5,225,517	\$4,728,048	\$4,984,667
Positions		24	28	30	30

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The City of Portland is regarded as having one of the finest municipal golf systems in the nation. This was exemplified by the fact that two of the City's four courses have been ranked in the top 75 public golf courses by Golf Digest magazine. The City's self-supporting golf program is directed toward providing attractive and playable golf facilities and support services. The structure of the program attempts to address the existing needs of the golfing public and the future requirements in the Portland area. The program currently supports four public golf courses located within the metropolitan area. Services provided by the Golf Program include:

- Golf course operation and maintenance – directed at providing playing facilities of the highest possible quality consistent with a fee structure that ensures wide public access.
- Clubhouse facility staffing – designed to provide services to the public which are both friendly and fair. Such services are provided through contractual agreements with concessionaires at each facility to provide a golf shop, restaurant and other golfer services.
- Youth Golf Programs – includes 1) classroom introduction to the sport of golf in Portland area middle schools and 2) the EAGLE program, a paid internship program in which highly motivated high school students learn the golf industry by working on City golf courses. These programs are directed at introducing a broader range of youth to golf course management and operation as well as a lifelong recreation activity.

On June 19, 1991, the City Council approved a greens fee increase of \$.50/nine holes for the purpose of funding high priority youth recreation programs. Revenues generated by the fee increase are deposited in a separate new youth recreation program trust fund established within the park bureau. The bureau uses the trust funds to leverage existing youth activities in the community by forming partnerships with other youth

GOLF (617)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

serving and community agencies and to enhance its own at-risk youth programs. This budget reflects the bureau's continued commitment to strengthen partnerships with other youth program sponsors and to expand the number of participants and types of activities supported through the Youth Trust Fund. Participation data will continue to be collected and used to evaluate the impacts of this program effort.

The FY 93-94 budget includes appropriation in the following program categories:

- Ongoing operation and maintenance of the city's four golf courses (Eastmoreland, Progress Downs, Rose City and Heron Lakes which is two full 18 hole courses); three driving ranges; and 4 club houses. Operation and maintenance is performed by city employees.
- Programming of the courses through concessionaire agreements. This request includes compensation to each concessionaire in accordance with their contractual agreement (10 to 11% of greens fees). Other pro shop services are provided by the concessionaire with the Golf Fund receiving a percentage of the revenue collected.

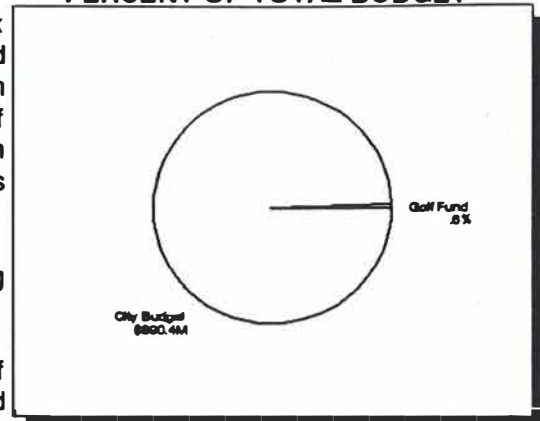
The Capital Budget totals \$1,470,000 and includes seven projects. Two major projects include a new maintenance building at Eastmoreland Golf Course (\$300,000) and developing a short course for beginners at the Progress Downs Golf course (\$750,000).

Public service programs including reduced rates for youth, seniors, and high school team tournaments. This includes Operation EAGLE support for 20 youth working 8 hours a week and continuation of the Youth Trust Fund.

Fund expenses include a general fund overhead contribution of \$ 144,874 for accounting, budgeting and administrative services for services provided by central services bureaus within the General Fund.

The FY 93-94 budget request includes the addition of 2 positions. Both positions, the Fund's Program Manager and a Secretarial Clerk I are now being budgeted in the Golf Fund and were previously budgeted in the Parks Bureau. This reflects a technical change only as the positions were previously funded by a interagency with the Golf Fund. and one greenskeeper. The addition of three mechanics will increase the Fund's total mechanic positions to four, or one for each golf course. Total positions in the Golf Program increased from 28 to 30.

PERCENT OF TOTAL BUDGET

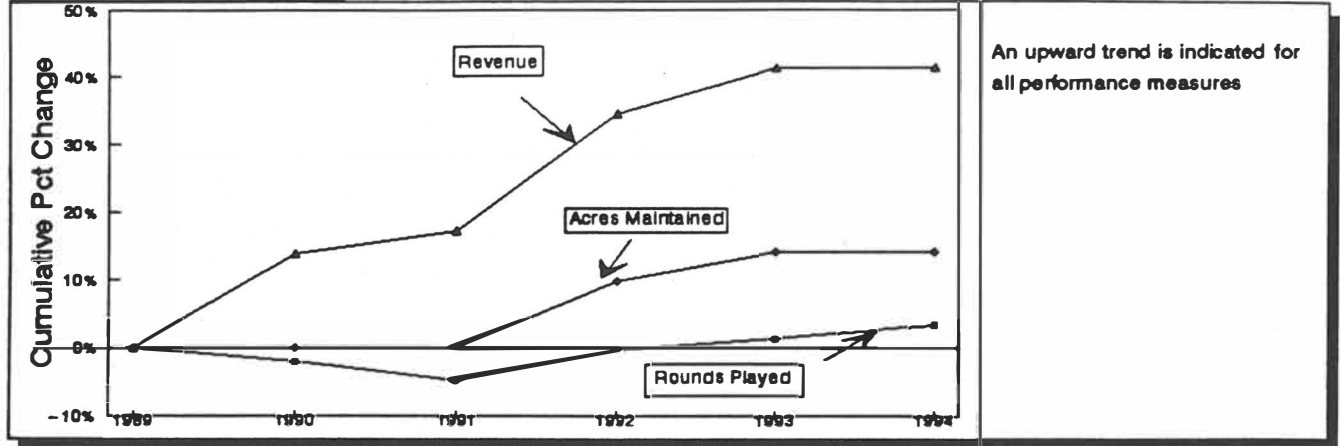


GOLF (617)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

PERFORMANCE TRENDS



Workforce Diversity – Bureau vs. Citywide/Bureau Loss Experience Bs. Citywide Loss Experience

Included in Portland Parks and Recreation graph.

BUREAU MANAGEMENT OBJECTIVES

The Golf Fund has identified two primary objectives for FY 1993–94, as follows:

- To complete the Forest Park Enhancement project as part of the nine hole addition at Eastmoreland Golf Course.
- To complete the Master Plan for Eastmoreland Golf Course.

EFFECTIVENESS MEASURES

New Maintenance Building at Eastmoreland Golf Course
 Expand Rose City Golf Course maintenance Facility

	<i>Actual</i> FY 91–92	<i>Revised</i> FY 92–93	<i>Proposed</i> FY 93–94	<i>Adopted</i> FY 93–94
New Maintenance Building at Eastmoreland Golf Course	N/A	N/A	100%	100%
Expand Rose City Golf Course maintenance Facility	N/A	N/A	50%	50%

WORKLOAD MEASURES

No. Acres Maintained

No. Acres Maintained	625	680	680	680
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GOLF (617)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$690,384	\$606,598	\$866,001	\$952,179	\$952,179
512000 Part-Time/Limited-Term Employees	105,177	259,009	232,897	354,577	354,577
514000 Overtime	31,193	34,317	41,040	41,001	41,001
515000 Premium Pay	10,026	16,020	12,940	14,359	14,359
517000 Benefits	454,530	508,539	435,571	493,099	493,099
Total Personal Services	\$1,291,310	\$1,424,483	\$1,588,449	\$1,855,215	\$1,855,215
521000 Professional Services	18,959	25,143	23,703	25,000	25,000
522000 Utilities	82,631	90,527	126,085	117,000	117,000
523000 Equipment Rental	2,226	3,297	800	800	800
524000 Repair & Maintenance	25,926	60,394	31,410	25,200	25,200
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	429,676	559,150	490,559	508,000	508,000
531000 Office Supplies	6,625	1,658	600	1,200	1,200
532000 Operating Supplies	133,578	136,672	140,571	146,724	144,704
533000 Repair & Maintenance Supplies	108,722	122,887	121,478	142,000	142,000
534000 Minor Equipment	7,903	19,325	5,000	2,500	2,500
535000 Clothing	1,711	3,859	3,380	3,000	3,000
539000 Other Commodities	3,747	1,174	0	300	300
541000 Education	6,758	7,451	8,000	5,000	5,000
542000 Local Travel	0	957	0	300	300
543000 Out-of-Town Travel	656	481	5,008	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	25,148	27,616	27,500	57,183	57,183
Subtotal External Materials & Services	854,266	1,060,591	984,094	1,034,207	1,032,187
551000 Fleet Services	67,574	83,952	79,499	136,101	125,143
552000 Printing/Distribution	4,760	10,318	5,000	9,256	9,256
553000 Facilities Services	47,195	98,308	22,583	0	25,000
554000 Communications	10,896	8,062	7,537	13,624	13,624
555000 Data Processing	1,218	1,708	2,409	4,784	4,784
556000 Insurance	56,312	60,732	73,625	56,861	56,861
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	177,448	242,737	209,317	0	0
559000 Other Fund Services	8,370	63,651	332,571	341,115	585,712
Subtotal Internal Materials & Services	373,773	569,468	732,541	561,741	820,380
Total Materials & Services	1,228,039	1,630,059	1,716,635	1,595,948	1,852,567
561000 Land	0	0	0	0	0
562000 Buildings	0	0	0	0	0
563000 Improvements	346,800	2,104,350	1,801,778	1,128,885	1,128,885
564000 Equipment	50,859	158,085	118,655	148,000	148,000
Total Capital Outlay	397,659	2,262,435	1,920,433	1,276,885	1,276,885
573000 Cash Transfers – Equipment	33	0	0	0	0
Total Bureau Expenses	2,917,041	5,316,977	5,225,517	4,728,048	4,984,667

GOLF (617)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
4175	Golf Course Manager	1	1	1	45,957	1	49,444	1	49,444
1950	Parks District Supervisor	0	0	1	41,551	1	42,786	1	42,786
4150	Supervisor	1	1	0	0	0	0	0	0
4149	Golf Course Foreman	4	4	0	0	0	0	0	0
4149	Facility & Maintenance Supervisor	0	0	4	123,400	4	149,584	4	149,584
0220	Secretarial Clerk I	0	0	0	0	1	11,589	1	11,589
1222	Greenskeeper III	0	1	4	138,892	4	114,256	4	114,256
1221	Greenskeeper II	4	4	5	148,665	5	153,155	5	153,155
1220	Greenskeeper I	13	13	13	367,536	13	378,664	13	378,664
0970	Program Manager II	0	0	0	0	1	52,701	1	52,701
TOTAL FULL-TIME POSITIONS		23	24	28	866,001	30	952,179	30	952,179

GOLF OPERATING FUND (154)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
External Revenue					
Miscellaneous – Sales	4,486	5,850	4,500	0	0
Misc. – Sales Cap. Equip.	0	0	0	0	0
Interest on Investments	147,518	186,599	190,000	111,061	111,061
Other Miscellaneous Revenues	461	1,026	0	0	0
Bond Sale	0	2,274,345	0	0	0
	152,465	2,467,820	194,500	111,061	111,061
Service Charges and Fees					
Parks & Recreation Fees	\$3,476,532	\$3,911,613	\$4,014,211	\$4,287,500	\$4,287,500
Concessions	125,235	160,958	125,000	162,000	162,000
Rents/Reimbursements–Tenants	35,575	10	0	0	0
	3,637,342	4,072,581	4,139,211	4,449,500	4,449,500
Total External Revenue	3,789,807	6,540,401	4,333,711	4,560,561	4,560,561
Interfund Svc Reimbursements					
Sewage Disposal Fund		79,025			*
Portland Parks Trust Fund				25,305	25,305
PIR Operating Fund				10,000	10,000
	0	79,025	0	35,305	35,305
Beginning Fund Balance					
Encumbered	0	0	125,000	1,300,000	1,300,000
Unencumbered	1,129,539	1,338,015	2,062,885	1,476,519	1,476,519
Total Beginning Fund Balance	1,129,539	1,338,015	2,187,885	2,776,519	2,776,519
TOTAL RESOURCES	\$4,919,346	\$7,957,441	\$6,521,596	\$7,372,385	\$7,372,385
<u>REQUIREMENTS</u>					
Bureau Expenses					
Personal Services	1,291,310	1,424,483	1,588,449	1,855,215	1,855,215
External Materials and Services	854,266	1,060,591	984,094	1,034,207	1,032,187
Internal Materials and Services					
General	177,448	242,737	534,627	590,353	578,331
Printing/Distribution Services	4,760	10,318	5,000	9,256	9,256
Facilities Services	47,195	98,308	22,583	0	25,000
Communications Services	10,896	8,062	7,537	13,624	13,624
Fleet Services	67,574	83,952	79,499	136,101	125,143
Insurance & Claims	11,341	14,802	18,281	15,089	15,089
Workers Compensation	44,971	45,930	55,344	41,772	41,772
Autoport	0	747	1,080	1,200	1,200
Water	8,370	25,904	0	0	0
Data Processing	1,218	1,708	2,409	4,784	4,784
Other Fund Services	0	37,000	6,181	6,181	6,181
	373,773	569,468	732,541	818,360	820,380
Capital Outlay	397,659	2,262,435	1,920,433	1,276,885	1,276,885
Equipment Cash Transfers					
Fleet	33	0	0	0	0
Total Bureau Expenses	2,917,041	5,316,977	5,225,517	4,984,667	4,984,667

GOLF (617)

FUND SUMMARY

REQUIREMENTS (CONT'D)

Fund Requirements

<i>Contingency</i>					
<i>General Operating Contingenc</i>	0	0	1,020,524	535,778	547,878
<i>Personal Services Contingency</i>	0	0	71,354	74,966	74,966
<i>Encumbrance Carryover</i>	0	0	0	1,300,000	1,300,000
	0	0	1,091,878	1,910,744	1,922,844
<i>Interfund Cash Transfers</i>					
<i>General – Overhead</i>	101,369	164,767	112,194	156,974	144,874
<i>Golf Revenue Bond Redemptic</i>	562,921	297,984	91,754	320,000	320,000
<i>Golf Construction</i>	0	0	0	0	0
<i>Fleet</i>	0	85,973	253	0	0
<i>General</i>	0	520	0	0	0
<i>Health Insurance</i>	0	0	0	0	0
	664,290	549,244	204,201	476,974	464,874
<i>Unappropriated Ending Balance</i>	1,338,015	2,091,220	0	0	0
TOTAL REQUIREMENTS	\$4,919,346	\$7,957,441	\$6,521,596	\$7,372,385	\$7,372,385

The City of Portland is regarded as having one of the finest municipal golf systems in the nation. This was exemplified by the fact that two of the City's four courses have been ranked in the top 75 public golf courses by Golf Digest magazine.

The City's self-supporting golf program is directed toward providing attractive and playable golf facilities and support services. The structure of the program attempts to address the existing needs of the golfing public located within the metropolitan area.

Of note on the resource side, fees are projected to increase by \$273,289 over FY 1992-93 as a result of revenues generated by the additional nine holes at Heron Lakes Golf Course. The Fund's projected beginning fund balance is projected to decrease by \$586,000 due to the sale of golf bonds being made in FY 1991-92. On the requirement side, the budget includes funding for seven capital projects totalling \$1.5 million. Major projects include the addition of a short course for beginners at the Progress Downs Golf Course (\$750,000) the relocation of the Eastmoreland maintenance building (\$300,000) and the expansion of the Eatmoreland Parking lot (\$200,000).

GOLF REVENUE BOND REDEMPTION FUND (353)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$13,213	\$26,732	\$15,034	\$10,044	\$10,044
<i>Transfers from Other Funds—Cash</i>					
<i>Golf Operating</i>	562,921	297,984	91,754	320,000	320,000
<i>Beginning Fund Balance</i>	171,339	178,293	434,593	232,285	232,285
TOTAL RESOURCES	\$747,473	\$503,009	\$541,381	\$562,329	\$562,329
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$36,228	\$125,934	\$130,881	\$121,009	\$121,009
<i>Miscellaneous</i>	474	323	1,000	1,000	1,000
	36,702	126,257	131,881	122,009	122,009
<i>Other Requirements</i>					
<i>Debt Retirement</i>	532,478	0	180,000	190,000	190,000
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>	178,293	229,500	229,500	229,500	229,500
<i>Unappropriated Ending Balance</i>	0	147,252	0	20,820	20,820
	178,293	376,752	229,500	250,320	250,320
TOTAL REQUIREMENTS	\$747,473	\$503,009	\$541,381	\$562,329	\$562,329
EXPENDITURES – AU 619					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$36,228	\$125,934	\$130,881	\$121,009	\$121,009
<i>5490 Miscellaneous</i>	474	323	1,000	1,000	1,000
	36,702	126,257	131,881	122,009	122,009
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	532,478	0	180,000	190,000	190,000
TOTAL APPROPRIATION	\$569,180	\$126,257	\$311,881	\$312,009	\$312,009

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.

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 owes to holders of these bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Series 1991A	\$2,295,000	07/01/91	11/01/93	5.35%	190,000	190,000	5,083
			11/01/94	5.60%	195,000		10,920
			11/01/95	5.80%	205,000		11,890
			11/01/96	5.95%	220,000		13,090
			11/01/97	6.05%	230,000		13,915
			11/01/98	6.15%	245,000		15,068
			11/01/99	6.25%	260,000		16,250
			11/01/00	6.35%	275,000		17,463
			11/01/01	6.45%	295,000		19,028
TOTAL Golf Revenue Bond Redemption Fund					<u>\$2,115,000</u>	<u>\$190,000</u>	<u>\$122,705</u>

PORTLAND INTERNATIONAL RACEWAY (637)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<u>Operating Budget:</u>					
<i>Personal Services</i>	\$229,909	\$254,840	\$239,881	\$277,358	\$277,358
<i>External Materials and Services</i>	164,116	234,633	152,001	129,506	122,261
<i>Internal Materials and Services</i>	37,493	82,226	75,704	55,786	63,031
<i>Minor Capital Outlay</i>	0	20,383	0	2,000	2,000
<i>Cash Transfers-Equipment</i>	0	780	0	0	0
Total Operating Budget	\$431,518	\$592,862	\$467,586	\$464,650	\$464,650
<i>Capital Improvements</i>	20,646	101,906	54,562	50,000	50,000
TOTAL BUREAU EXPENSES	\$452,164	\$694,768	\$522,148	\$514,650	\$514,650
<u>Authorized Full-Time Positions</u>					
<i>Total</i>	4	4	4	4	4
<u>SOURCE OF FUNDING</u>					
Portland International Raceway (156)		\$694,768	\$522,148	\$514,650	\$514,650

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Portland International Raceway is a self-sustaining motor-sports facility for the recreational use of the community. The raceway offers a safe place for groups, clubs and organizations to conduct racing and non-racing, vehicle-oriented events. The facility is 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-racing events. The raceway draws over 20,000 participants in raceway driver training sessions, recreational activities and competitive events. Annually, the raceway draws over 250,000 spectators at 135 events and is in use nearly every day of the year.

The FY 93-94 PIR budget continues existing programs and activities at a budget of \$758,844, plus the addition of one capital project in the amount of \$50,000 for a total budget request of \$808,844. This project is to create a new storm drainage system in compliance with drainage regulations.

PORTLAND INTERNATIONAL RACEWAY (637)

Service Area: Parks, Recreation & Culture

SUMMARY OF BUREAU EXPENSES

**Workforce Diversity -- City vs. Bureau
Bureau Loss Experience Vs. Citywide Loss Experience**

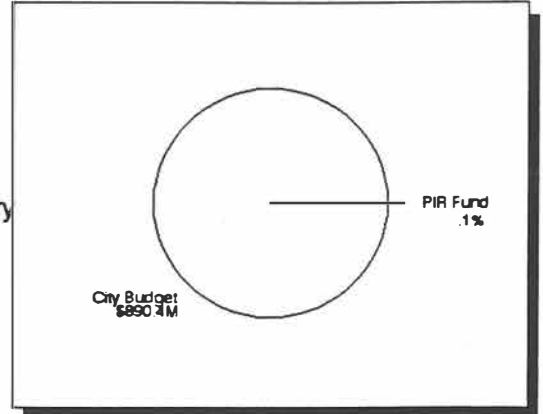
This data is contained the Portland Parks and Recreation graphs.

BUREAU MANAGEMENT OBJECTIVES

The Portland International Raceway Fund has identified one primary objective for FY 1993-94, as follows:

- *To obtain City Council approval of the PIR Master Plan*

PERCENT OF TOTAL BUDGET



EFFECTIVENESS MEASURES

Revenue Generated

	<u>FY 91-92</u>	<u>FY 92-93</u>	<u>FY 93-94</u>	<u>FY 93-94</u>
Revenue Generated	583,794	583,794	617,648	617,648

EFFICIENCY MEASURES

Number of People Attending

Number of People Attending	255,000	300,000	300,000	300,000
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WORKLOAD MEASURES

Use Days

Use Days	295	400	400	400
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PORTLAND INTERNATIONAL RACEWAY (637)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$128,990	\$137,388	\$135,762	\$146,269	\$146,269
512000 Part-Time/Limited-Term Employees	43,633	35,925	45,000	50,300	50,300
514000 Overtime	1,356	17,437	0	13,000	13,000
515000 Premium Pay	0	36	0	0	0
517000 Benefits	55,930	64,054	59,119	67,789	67,789
Total Personal Services	\$229,909	\$254,840	\$239,881	\$277,358	\$277,358
521000 Professional Services	52,540	109,034	2,251	6,000	6,000
522000 Utilities	22,724	49,205	30,420	24,505	24,505
523000 Equipment Rental	16,016	156	5,000	5,000	5,000
524000 Repair & Maintenance	20,566	20,418	25,500	20,000	20,000
528000 Local Match Payment	0	0	40,000	0	0
529000 Miscellaneous Services	3,272	4,954	4,830	5,000	5,000
531000 Office Supplies	2,808	1,196	1,000	1,500	1,500
532000 Operating Supplies	19,369	14,092	10,000	20,000	12,755
533000 Repair & Maintenance Supplies	15,374	12,787	20,000	20,001	20,001
534000 Minor Equipment	2,669	2,524	3,000	3,000	3,000
535000 Clothing	151	551	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	50	0	0	0
542000 Local Travel	0	121	0	0	0
543000 Out-of-Town Travel	7,380	13,428	8,000	8,000	8,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	1,247	6,117	2,000	16,500	16,500
Subtotal External Materials & Services	164,116	234,633	152,001	129,506	122,261
551000 Fleet Services	1,178	558	275	269	7,514
552000 Printing/Distribution	259	504	600	600	600
553000 Facilities Services	0	0	0	0	0
554000 Communications	5,966	5,029	6,243	7,245	7,245
555000 Data Processing	174	295	642	970	970
556000 Insurance	14,721	19,450	19,705	20,063	20,063
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	15,195	56,390	48,239	26,639	26,639
Subtotal Internal Materials & Services	\$37,493	\$82,226	\$75,704	\$55,786	\$63,031
Total Materials & Services	\$201,609	\$316,859	\$227,705	\$185,292	\$185,292
561000 Land	0	0	0	0	0
562000 Buildings	0	0	0	0	0
563000 Improvements	20,646	101,906	54,562	50,000	50,000
564000 Equipment	0	20,383	0	2,000	2,000
Total Capital Outlay	\$20,646	\$122,289	\$54,562	\$52,000	\$52,000
573000 Cash Transfers – Equipment	0	780	0	0	0
Total Bureau Expenses	\$452,164	\$694,768	\$522,148	\$514,650	\$514,650

PORTLAND INTERNATIONAL RACEWAY (637)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>		<i>Proposed</i>		<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>	<i>Amount</i>	<i>FY 93-94</i>	<i>Amount</i>	<i>FY 93-94</i>	<i>Amount</i>
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
4352	Race Track Manager	1	1	1	45,894	1	49,444	1	49,444
4351	Race Track Maintenance Specialist	1	1	0	0	0	0	0	0
1240	Maintenance Mechanic	1	1	1	31,007	1	31,946	1	31,946
0816	Administrative Analyst Technician	0	1	0	0	0	0	0	0
0816	Senior Administrative Specialist	1	0	1	26,685	1	27,984	1	27,984
1132	Facilities and Maintenance Supervisor	0	0	1	32,176	1	36,895	1	36,895
TOTAL FULL-TIME POSITIONS		4	4	4	135,762	4	146,269	4	146,269

PORTLAND INTERNATIONAL RACEWAY (156)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
External Revenue					
Miscellaneous Revenue	\$131,651	168,682	\$153,794	\$180,000	\$180,000
Sales - Miscellaneous	291,495	452,310	410,000	430,000	430,000
Interest on Investments					
Other Miscellaneous	0	1,182	0	0	0
Miscellaneous Revenues	19,348	7,606	20,000	7,648	7,648
	442,494	629,780	583,794	617,648	617,648
Total External Revenue					
Beginning Fund Balance					
Encumbered	0	0	13,776	40,000	40,000
Unencumbered	247,181	213,664	77,946	151,196	151,196
	247,181	213,664	91,722	191,196	191,196
TOTAL RESOURCES	\$689,675	\$843,444	\$675,516	\$808,844	\$808,844
REQUIREMENTS					
Bureau Expenses					
Personal Services	\$229,909	254,840	\$239,881	\$277,358	\$277,358
External Materials & Services	164,118	234,633	152,001	129,506	122,261
Internal Materials & Services					
General	10,025	53,779	44,239	16,639	16,639
Sewer System	2,613	826	4,000	0	0
Transportation	2,243	1,785	0	0	0
Printing/Distribution Services	259	504	600	600	600
Communications Services	5,965	5,029	6,243	7,245	7,245
Fleet Services	1,178	558	275	269	7,514
Insurance & Claims	10,938	13,427	12,382	13,935	13,935
Water	313	0	0	0	0
Workers Compensation	3,783	6,023	7,323	6,128	6,128
Golf Operating	0	0	0	10,000	10,000
Data Processing	174	295	642	970	970
	431,518	571,699	467,586	462,650	462,650
Capital Outlay	20,646	122,289	54,562	52,000	52,000
Equipment Cash Transfers					
General Fund	0	780	0	0	0
Total Bureau Expenses	452,164	694,768	522,148	514,650	514,650
Fund Requirements					
Contingency					
General Operating Contingency	0	0	106,198	194,058	194,424
Encumbrance Carryover	0	0	0	40,000	40,000
Compensation Adjustments	0	0	10,490	10,521	10,521
	0	0	116,688	244,579	244,945
Interfund Cash Transfers					
General - Overhead	23,847	56,954	36,680	49,615	49,249
	23,847	56,954	36,680	49,615	49,249
Unappropriated Ending Balance	213,664	91,722	0	0	0
TOTAL REQUIREMENTS	\$689,675	\$843,444	\$675,516	\$808,844	\$808,844

GENERAL DESCRIPTION AND CHANGES FROM PRIOR YEAR

The Portland International Raceway is a self-sustaining motor-sports facility for the recreational use of the community. The raceway offers a safe place for groups, clubs and organizations to conduct racing and non-racing, vehicle-oriented events. The facility is 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-racing events. The raceway draws over 20,000 participants for raceway driver training sessions, recreational activities and competitive events. Annually, the raceway draws over 250,000 spectators at 135 events and is in use nearly every day of the year.

Ninety-five per cent of the total event days of use at PIR are by hobbyists and non-profit groups and individuals, e.g., car, bicycle and go-kart clubs, and police organizations. These events are staged primarily for the enjoyment of participants and also for training. Revenues generated by the professional "spectator" events subsidize smaller events and activities year-round at the track. Annual spectator events include the Rose Festival Cup Race, the Budweiser/G.I. Joe's 200, G.I. Joe's Grand Prix and the Portland Swap Meet.

The FY 93-94 PIR budget continues existing programs and activities at a budget of \$464,640, plus the addition of one capital project in the amount of \$50,000 for a total budget request of \$514,640. The capital project involves the creation of a new storm drainage system aimed at bringing the raceway's drainage into compliance with current drain regulations and to "clean" the runoff from the pit area which should prevent its flooding. The projected beginning fund balance of \$151,196 is \$73,250 higher than FY 92-93 due to higher than planned revenues from fees in FY 92-93.

PIR BOND REDEMPTION FUND (361)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Service Charges & Fees</i>					
<i>Rents & Reimbursements</i>	\$106,433	\$128,614	\$110,000	\$5,000	\$5,000
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	17,952	14,005	11,246	1,295	1,295
<i>Miscellaneous</i>	13,767	7,008	2,032	0	0
	31,719	21,013	13,278	1,295	1,295
<i>Beginning Fund Balance</i>	205,978	209,473	216,526	122,555	122,555
TOTAL RESOURCES	\$344,130	\$359,100	\$339,804	\$128,850	\$128,850
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$38,423	\$37,147	\$17,819	\$7,450	\$7,450
<i>Miscellaneous</i>	1,234	1,248	1,400	1,400	1,400
	39,657	38,395	19,219	8,850	8,850
<i>Other Requirements</i>					
<i>Debt Retirement</i>	95,000	100,000	110,000	120,000	120,000
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	209,473	220,705	210,585	0	0
TOTAL REQUIREMENTS	\$344,130	\$359,100	\$339,804	\$128,850	\$128,850
EXPENDITURES – AU 613					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$38,423	\$37,147	\$17,819	\$7,450	\$7,450
<i>5490 Miscellaneous</i>	1,234	1,248	1,400	1,400	1,400
	39,657	38,395	19,219	8,850	8,850
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	95,000	100,000	110,000	120,000	120,000
TOTAL APPROPRIATION	\$134,657	\$138,395	\$129,219	\$128,850	\$128,850

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.

PIR BOND REDEMPTION FUND (361)

Certificates of Participation

DEBT REDEMPTION SCHEDULE

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.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Certificates	\$865,000	03/01/84	03/01/94	9.25%	120,000	120,000	11,100

TENNIS FACILITIES BOND REDEMPTION FUND (352)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$3,437	\$2,912	\$1,899	\$1,600	\$1,600
<i>Transfers from Other Funds—Cash</i>					
<i>General</i>	17,303	33,288	19,385	33,684	33,684
<i>Beginning Fund Balance</i>	56,687	42,514	45,254	35,453	35,453
TOTAL RESOURCES	\$77,427	\$78,714	\$66,538	\$70,737	\$70,737
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$9,913	\$8,288	\$6,663	\$4,875	\$4,875
<i>Other Requirements</i>					
<i>Debt Retirement</i>	25,000	25,000	25,000	30,000	30,000
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>	34,875	45,426	34,875	34,875	34,875
<i>Unappropriated Ending Balance</i>	7,639	0	0	987	987
	42,514	45,426	34,875	35,862	35,862
TOTAL REQUIREMENTS	\$77,427	\$78,714	\$66,538	\$70,737	\$70,737
EXPENDITURES – AU 605					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$9,913	\$8,288	\$6,663	\$4,875	\$4,875
<i>Other Requirments</i>					
<i>5781 Bonded Debt Retirement</i>	25,000	25,000	25,000	30,000	30,000
TOTAL APPROPRIATION	\$34,913	\$33,288	\$31,663	\$34,875	\$34,875

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.

TENNIS FACILITIES BOND REDEMPTION FUND (352)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

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 93-94	Interest FY 93-94
Tennis Facilities	\$375,000	12/01/72	12/01/93	6.50%	30,000	30,000	975
			12/01/94	6.50%	30,000		1,950
			12/01/95	6.50%	30,000		1,950
TOTAL Tennis Facilities Bond Redemption Fund					\$90,000	\$30,000	\$4,875

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture
 Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$294,491	\$347,174	\$414,673	\$457,608	\$457,608
<i>External Materials and Services</i>	890,608	677,714	995,567	539,865	539,865
<i>Internal Materials and Services</i>	75,501	67,577	79,850	81,990	79,295
<i>Minor Capital Outlay</i>	10,875	5,489	8,000	3,500	3,500
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
Total Operating Budget	\$1,271,475	\$1,097,954	\$1,498,090	\$1,082,963	\$1,080,268
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$1,271,475	\$1,097,954	\$1,498,090	\$1,082,963	\$1,080,268
<i>Allocated Overhead Costs</i>				94,858	94,858
Total Cost with Allocated Overhead				\$1,177,821	\$1,175,126
Authorized Full-Time Positions					
Total	7	7	9	9	9
<i>General Fund Discretionary</i>	3	3	5	5	5
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		570,370	1,023,023	729,480	726,785
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		286,184	286,184	267,059	267,059
<i>Interagency Services</i>		240,096	145,760	86,424	86,424
<i>Bureau Program Revenue</i>		1,304	43,123	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		527,584	475,067	353,483	353,483
Total General Fund Resources		\$1,097,954	\$1,498,090	\$1,082,963	\$1,080,268
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Re-Grants</i>		\$595,111	\$1,099,480	\$735,720	\$733,597
<i>Positions</i>		3	4	4	4
<i>Public Art</i>		164,344	182,365	183,954	183,954
<i>Positions</i>		2	3	3	3
<i>Community Services</i>		338,499	216,245	163,289	162,717
TOTAL PROGRAMS		\$1,097,954	\$1,498,090	\$1,082,963	\$1,080,268
<i>Positions</i>		7	9	9	9

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Metropolitan Arts Commission was established by the City and Multnomah County and charged with furthering the development of the arts and its availability to the public in the City of Portland and Multnomah County. The 1994 operating budget is \$ 418,000 less than 1993 budget plus inflation. However, an additional \$250K reflecting the City's second year Challenge Grant in support of AP 2000+ is available to the Commission in a separate Special Appropriation. To this end, a better year-to-year comparison would be a reduction of \$168,000. Three major factors contribute to this decrease: First, possible revenues from grants are not

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Mike Lindberg

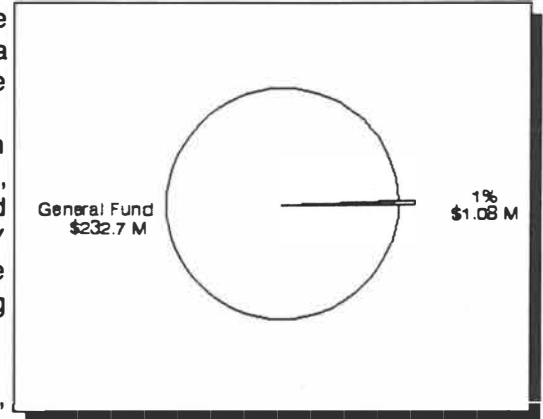
SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

recognized. Bureaus cannot recognize grants not awarded at the time of the budget submission. For example, the recent award of a three year grant totalling \$470K from National Endowment for the Arts Foundation is not budgeted within the Adopted Budget. Second, A total of \$61,280 in increased funding has been frozen in the current year and has not been funded in FY 1993-94. Third, internal services costs were reduced as a result of implemented efficiencies by the Bureau of General Services starting in FY 1993-94. Funding includes the second-year of one-time cable revenues totalling \$50,000 and increased current year on-going appropriation of \$88,720.

The Commission is composed of three programs: Public Art, Community Service, and Re-Grants. The Commission also administers the percent for arts projects in the City, County, Metro and Portland Public Schools. These agencies dedicate 1.33% of facility oriented capital improvement project resources to purchase works of art. The program makes these works of art visible and accessible to the community. The Public Art Trust Fund is the funding vehicle for this program.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS:

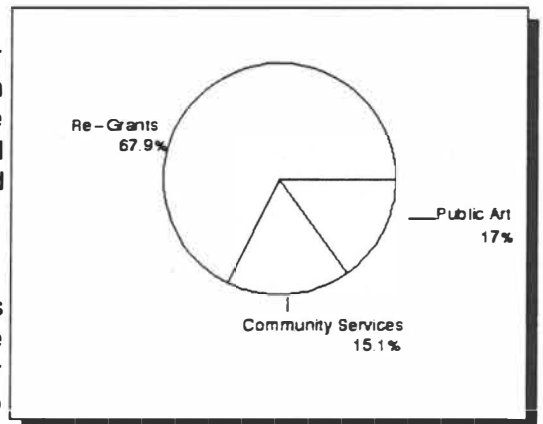
Public Art Program

This program provides for the Administration of the Percent for Public Art Programs for the City of Portland, Multnomah County, METRO Tri-Met and Port of Portland; operation of the Metropolitan center for Public Art; administration of the Visual Chronical of Portland Collection; and rotation, tracking and maintenance of the City/County Public Art Collection.

Re-Grants Program

This program supports the visual, literary and performing arts through direct grants to arts organizations and artists. The program provides operating grants to approximately 16 major and mid-sized organizations and project grants to approximately 70 smaller organizations, community groups and individual artists.

PROGRAM EXPENSES



Community Services Program

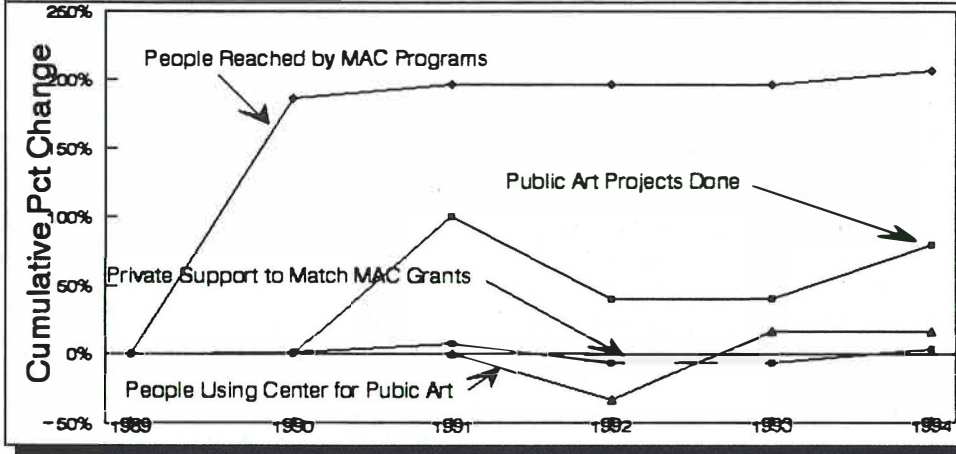
The Community Services Program comprises much of the coordination, advocacy and planning functions of the Arts Commission, including: administration of the Arts Commission itself; Arts Plan tracking and implementation; and development of new and alternative resources for the arts.

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture
 Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS

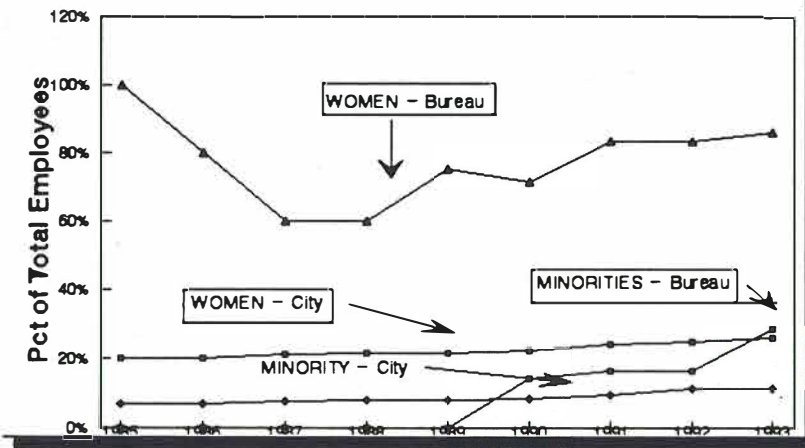


Generally, trends indicate that MAC is on its way to achieving performance levels higher than or equal to prior than FY 1991-92 due to either increased revenues from sources such as grants or as part of the 1.33% for the public arts program.

People that MAC reached with its Public Art Projects Completed
 People using center for Public Art

- Upward trend for all above
- People using center for Public Art
- Upward trend

Workforce Diversity – Bureau vs. Citywide

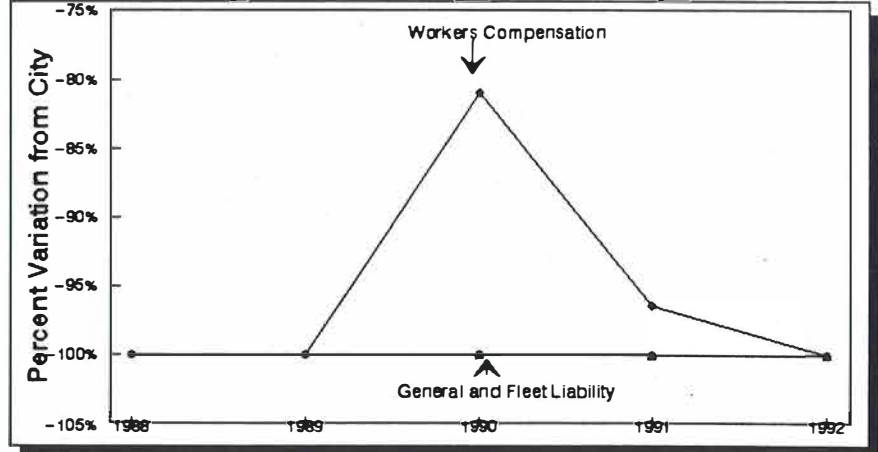


Exceeds the City's average for female representation. An average of 80% of MAC's staff have been female

Beginning in FY 1989-90 employment of minorities exceeds the City's average

- The Bureau has not had any general, workers compensation or fleet liability claimed filed over the last several years.

Bureau Loss Experience Vs. Citywide Loss Experience



METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture
Commissioner—in—Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Metropolitan Arts Commission has identified five major objectives for FY 1993–94:

- *Arts Plan Implementation:*
 - a) *Help to plan and implement a regional ballot measure campaign to secure a dedicated funding source in conjunction with the Business Committee for the Arts, the regional arts community and regional governments to operate the office and provide required legal services.*
 - b) *Complete the work of the Metropolitan Arts Commission/Regional Arts Commission Transition Team and create a work plan for transition of MAC to a non—profit regional arts council or alternative agency*
 - c) *Begin implementation of the arts institution stabilization and regional cultural collaboration programs with the assistance of both the City's Challenge grant, the \$470,000 National Endowment Challenge Grant, and other public and private funds/grants*
 - d) *Preserve Minority Outreach and Technical Assistance Programs including staff, services and funding*
 - e) *Sustain grant support to Portland based arts organization, still in severe financial distress stemming from historically low levels of public and private funding*
 - f) *Secure contributions from Clackamas and Washington Counties and leverage NEA and Oregon Arts Commission (OAC) funds to continue cultural assessment and development work in surrounding cities and counties*
 - g) *Launch "Arts Plan 2000" Schools", a recognition, support and technical assistance program to meet the educational goals of Arts Plan*
 - h) *Assist Artists Trust in organizing to address the needs of individual artist in all disciplines*
 - i) *Develop a cultural tourism workplan in partnership with POVA and other regional tourism workplan in partnership with POVA and other regional tourism and economic development agencies*
- *Integrate the OAC's project grants program for our region into ongoing granting programs*
- *Create a new artists residency program for "youth at risk" in conjunction with development of new County Juvenile Justice Center*
- *Administer major public art programs for Tri—Met and the Port of Portland*
- *State and National work such as advocacy for States Arts funding and for NEA funding and reauthorization*

MAJOR BUDGET NOTES

- *Match the City's \$250,000 Challenge Grant 1:1*
- *Match the recently awarded \$470K NEA Challenge Grant 3:1 by FY 1995–96*

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

EFFECTIVENESS MEASURES

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
• Number of residents/visitors reached and served by MAC Programs.	2.9 Million	2.9 Million	2.9 Million	2.9 Million
• Percent of project grants and technical assistance services maintained by available resources.	N/A	20%	20%	20%
• Percentage of minority applicants and requests for services maintained.	N/A	15%	15%	15%
• Maintenance of reported arts organization deficits.	80%	80%	80%	80%

EFFICIENCY MEASURES

• Major marketing plan in cooperation with hotel/travel industry	N/A	1	1	1
• Number of applicants managed	150	150	150	150
Draft a condition report evaluating the public art collection	N/A	1	1	1

WORKLOAD MEASURES

No. of Public Art Projects Completed	5	7	9	9
No. of People Using the Metro Center for Performing Arts	6,000	7,000	7,000	7,000
No. Private Support to Match MAC Project Grants	1,720,000	2,000,000	1,250,000	2,500,000
Private Support to Match MAC Institutional Support Grants	6,675,000	7,000,000	6,500,000	7,500,000

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$220,441	\$240,541	\$299,436	\$331,044	\$331,044
512000 Part-Time/Limited-Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	476	503	590	650	650
517000 Benefits	73,574	106,130	114,647	125,914	125,914
Total Personal Services	\$294,491	\$347,174	\$414,673	\$457,608	\$457,608
521000 Professional Services	\$100,335	\$2,649	\$4,070	\$4,000	\$4,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	2,257	3,482	2,590	2,200	2,200
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	770,419	655,187	964,741	518,465	518,465
531000 Office Supplies	2,045	2,951	5,723	4,700	4,700
532000 Operating Supplies	3,534	1,926	1,000	1,000	1,000
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	1,000	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	905	491	500	500	500
541000 Education	1,407	1,264	3,900	2,000	2,000
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	6,080	6,526	7,043	3,000	3,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	3,626	3,238	5,000	4,000	4,000
Subtotal External Materials & Services	\$890,608	\$677,714	\$995,567	\$539,865	\$539,865
551000 Fleet Services	\$227	\$49	\$0	\$0	\$0
552000 Printing/Distribution	29,829	23,184	26,000	27,004	24,881
553000 Facilities Services	29,386	28,380	30,950	31,761	31,189
554000 Communications	7,528	6,173	10,458	11,153	11,153
555000 Data Processing	299	591	1,039	728	728
556000 Insurance	8,232	9,200	11,403	11,344	11,344
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$75,501	\$67,577	\$79,850	\$81,990	\$79,295
Total Materials & Services	\$966,109	\$745,291	\$1,075,417	\$621,855	\$619,160
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	10,875	5,489	8,000	3,500	3,500
Total Capital Outlay	\$10,875	\$5,489	\$8,000	\$3,500	\$3,500
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$1,271,475	\$1,097,954	\$1,498,090	\$1,082,963	\$1,080,268

METROPOLITAN ARTS COMMISSION (375)

Service Area: Parks, Recreation & Culture

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0855	Arts Commission Director	1	1	1	51,209	1	53,703	1	53,703
0885	Assistant Arts Commission Director	1	1	0	0	0	0	0	0
	Program Manager II	0	0	1	44,831	1	47,624	1	47,624
0883	Arts Commission Program Coordinator	1	1	0	0	0	0	0	0
	Program Manager I	0	0	1	38,003	1	42,720	1	42,720
	Public Art Assistant	1	1	0	0	0	0	0	0
	Program Specialist	0	0	1	32,292	1	36,895	1	36,895
0900	Staff Assistant	1	1	0	0	0	0	0	0
	Assistant Program Specialist	0	0	2	63,356	2	69,112	2	69,112
0826	Asst Management Analyst	1	1	0	0	0	0	0	0
	Financial Analyst	0	0	1	33,373	1	37,897	1	37,897
	Administrative Specialist	0	0	1	17,346	1	21,179	1	21,179
0220	Secretarial Clerk I	1	1	0	0	0	0	0	0
	Clerical Specialist	0	0	1	19,026	1	21,914	1	21,914
TOTAL FULL-TIME POSITIONS		7	7	9	299,436	9	331,044	9	331,044

PUBLIC ART TRUST FUND (628)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
Total External Revenue					
<i>Local Government Sources</i>					
<i>Multnomah County Percent</i>	\$121,721	\$6,214	\$20,000	\$75,000	\$75,000
<i>Portland Public Schools</i>	10,000	0	0	0	0
<i>Tri-Met</i>	0		50,000	30,000	30,000
<i>Port of Portland</i>	0		50,000	10,000	10,000
<i>METRO</i>	6,273	16,244	20,000	0	0
<i>Miscellaneous Revenues</i>					
<i>Central City FAR Bonus</i>	0	0	125,000	200,000	200,000
<i>Portland Dev Commission</i>	17,348	23,444	37,000	340,000	340,000
<i>Private Grants and Donations</i>	3,500	0	0	0	0
<i>Miscellaneous Other</i>	28,298	12,484	5,000	2,500	2,500
<i>Interest</i>	11,701	18,851	16,000	16,000	16,000
External Revenue	198,841	77,237	323,000	673,500	673,500
Interfund Cash Transfers					
<i>Transportation Operating</i>	5,651	0	20,000	0	0
<i>General Fund</i>	0	0	0	22,306	22,306
<i>BES Sewage</i>	48,788	0	0	5,000	5,000
<i>Parking Facilities</i>	0	6,500			
<i>Facilities Services</i>	0	0	49,705	45,619	45,619
<i>Parks System Improvements Fund</i>	41,943	5,982	0	0	0
	96,382	12,482	69,705	72,925	72,925
Beginning Fund Balance					
<i>Unencumbered</i>	114,975	275,718	185,718	110,000	110,000
TOTAL RESOURCES	\$410,198	\$365,437	\$578,423	\$856,425	\$856,425
REQUIREMENTS					
Bureau Expenses					
<i>External Materials & Services</i>	98,647	98,831	430,078	500,000	500,000
<i>Internal Materials & Services</i>	0	0	0		
<i>General</i>	35,833	42,112	82,364	86,424	86,424
Total Bureau Expenses	134,480	140,943	512,442	586,424	586,424
Fund Requirements					
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	38,766	65,981	270,001	270,001
<i>Encumbrance Carryover</i>	0	0	0	0	0
	0	38,766	65,981	270,001	270,001
<i>Unappropriated Ending Balance</i>	275,718	224,494	0	0	0
TOTAL REQUIREMENTS	\$410,198	\$404,203	\$578,423	\$856,425	\$856,425
EXPENDITURES - AU 759					
<i>External Materials and Services</i>					
<i>5210 Professional Services</i>	61,621	83,999	400,000	400,000	400,000
<i>5290 Miscellaneous Services</i>	36,827	12,287	30,078	100,000	100,000
<i>5320 Operating Supplies</i>	67	0	0	0	0
<i>5410 Education</i>	0	360			
<i>5490 Miscellaneous</i>	0	0	0	0	0

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES – AU 759 (Cont'd)					
<i>5430 Out-Of-Town Travel</i>	132	2,185	0	0	0
<i>Internal Materials and Services</i>					
<i>5590 Other Fund Services</i>	35,833	42,122	82,364	86,424	86,424
TOTAL APPROPRIATION	\$134,480	\$140,953	\$512,442	\$586,424	\$586,424

Ordinance No.161537, which amended City Council Code Chapter 5.74, passed by Council on January 4, 1989, authorized the creation of the Public Art Trust Fund and established the policy for the City of Portland to dedicate 1.33% of the total costs of all capital improvement projects for the purpose of Public Art. The Metropolitan Arts Commission is charged with the development of program guidelines and administration.

The Fund is used for acquisition, siting, maintenance and deaccessioning of public art works; for supporting public art works of limited duration; and for costs associated with public art including but not limited to costs of selection, administration, community education and registration.

The purpose of the Public Art Trust fund is to accept funds that have been approved for use on public art projects from various sources:

- 1) The City and County Percent for the Art Ordinances
- 2) The Floor Area Ratio (FAR) Bonus program adopted by City Council on March 24, 1988, as a part of the City Central Plan Section 33.702.060.4 -- this is one of the programs which provide bonus floor area ratio as an incentive for private developers who incorporate public art into their projects. Under the guidelines developed by the Metropolitan Arts Commission (MAC) projects utilizing this bonus provision must place at least 25 percent of the project's public art budget into a central City Public Art Trust Fund maintained by MAC. Should a project's developer choose to, the entire amount of percent for art funds may be placed in the Public Art Trust Fund.
- 3) Contracts with other local government agencies for public art such as METRO, the Port of Portland and TRI-MET
- 4) Donations for Public Art projects such as those received from the City of Sapporo Japan and individuals and corporations.

It is anticipated that overall, Public Art Trust Fund revenues will increase by \$350,000 over FY 1992-93. Increases are expected based on estimates of qualifying public improvement projects, including the Blazer Arena, possible FAR Bonus revenues and intergovernmental agreements to manage public art projects for the Port of Portland and TRI-MET Light Rail.

The External Materials and Services object code is \$69,922 higher than the current year because increased contract revenues will provide support for the professional services associated with the management of new public art projects.

ARENA CONSTRUCTION FUND (556)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous</i>					
<i>Interest on Investments</i>	\$0	\$0	\$0	\$80,000	\$0
<i>Bond Sales</i>	0	0	0	34,000,000	7,000,000
<i>Note Sales</i>					18,500,000
Total Revenue	0	0	0	34,080,000	25,500,000
<i>Interfund Cash Transfers</i>					
<i>Transportation Operating</i>	0	0	0	0	3,000,000
<i>Beginning Fund Balance</i>					
<i>Unencumbered</i>	0	0	0	345,000	0
TOTAL RESOURCES	\$0	\$0	\$0	\$34,425,000	\$28,500,000
REQUIREMENTS					
<i>Materials and Services</i>					
<i>Professional Services</i>	\$0	\$0	\$0	\$0	\$1,400,000
<i>Internal Services</i>					
<i>Arena Operating</i>	0	0	0	85,000	100,000
<i>Capital Outlay</i>					
<i>Improvements</i>	0	0	0	21,050,000	15,700,000
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	0	2,000,000	900,000
<i>Transfers to Other Funds - Cash</i>					
<i>Arena Operating</i>	0	0	0	1,000,000	400,000
<i>Arena Debt Service</i>	0	0	0	10,000,000	10,000,000
	0	0	0	11,000,000	10,400,000
<i>Unappropriated Ending Balance</i>	0	0	0	290,000	0
TOTAL REQUIREMENTS	\$0	\$0	\$0	\$34,425,000	\$28,500,000
EXPENDITURES - AU 204					
<i>Materials and Services</i>					
<i>521000 Professional Services</i>	\$0	\$0	\$0	\$0	\$1,400,000
<i>Internal Services</i>					
<i>559000 Arena Operating</i>	0	0	0	85,000	100,000
<i>Capital Outlay</i>					
<i>563000 Improvements</i>	0	0	0	21,050,000	15,700,000
TOTAL APPROPRIATION	\$0	\$0	\$0	\$21,135,000	\$15,800,000

The City of Portland entered into an agreement with Oregon Arena Corporation to develop and operate the Oregon Arena Complex that contemplate completion of a \$180 million sports and entertainment complex in time for the Portland Trail Blazers' 1995-96 season. The project includes construction of a new 19,800 seat arena with attached 600 space parking garage, plus a multi-story entertainment complex, on City-owned property.

This fund serves as a vehicle for segregating the balances that are dedicated to capital projects, and for viewing the total capital expenses for those projects. The fiscal year 1993-94 projects include road and utility improvements, and interior and structural upgrade of the Memorial Coliseum. Debt proceeds will be the major funding source.

ARENA/COLISEUM OPERATING FUND (160)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Service Charges and Fees</i>					
<i>Rents and Reimbursements</i>	\$0	\$0	\$0	\$150,000	\$150,000
<i>Miscellaneous</i>	0	0	0	50,000	0
Total Revenue	0	0	0	200,000	150,000
<i>Interfund Service Reimbursements</i>					
<i>Arena Construction</i>	0	0	0	85,000	100,000
<i>Interfund Cash Transfers</i>					
<i>Arena Construction</i>	0	0	0	1,000,000	400,000
<i>Beginning Fund Balance</i>					
<i>Unencumbered</i>	0	0	0	250,000	0
TOTAL RESOURCES	\$0	\$0	\$0	\$1,535,000	\$650,000
REQUIREMENTS					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$0	\$0	\$0	\$1,085,000	\$500,000
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	0	250,000	50,000
<i>Unappropriated Ending Balance</i>	0	0	0	200,000	100,000
TOTAL REQUIREMENTS	\$0	\$0	\$0	\$1,535,000	\$650,000
EXPENDITURES - AU 203					
<i>External Materials and Services</i>					
<i>529000 Misc Services</i>	\$0	\$0	\$0	\$1,085,000	\$500,000
TOTAL APPROPRIATIONS	\$0	\$0	\$0	\$1,085,000	\$500,000

GENERAL DESCRIPTION

The City of Portland entered into an agreement with the Oregon Arena Corporation to develop and operate the Oregon Arena Complex that contemplate completion of a \$180 million sports and entertainment complex in time for the Portland Trail Blazers' 1995-96 season. The project includes construction of a new 19,800 seat arena with attached 600 space parking garage, plus a multi-story entertainment complex, on City-owned property. The City will finance approximately \$34.5 million of public improvements in the area including renovation of the Coliseum, construction of a 1,300 space public parking garage on the site, a plaza connecting the buildings, and relocation of roadways and utilities in the area.

The Oregon Arena complex will provide an opportunity to host the widest possible mix of top quality arena events, including many of national and international significance that are not feasible in current facilities. The complex is expected to maximize the region's ability to attract large conventions, enhancing the public's existing investment in the Coliseum and nearby Oregon Convention Center.

Over 80% of the total cost of the entire complex will be paid for by OAC. The \$34.5 million in capital costs for public improvements will be paid from user fees on Arena and Coliseum tickets, revenues from the City-owned parking garages in the complex, a \$3 million gas tax contribution for streets already in the Coliseum area, and other City income generated by the project. All but one acre of the site is on City-owned property surrounding Memorial Coliseum.

This fund accounts for the operations of the Oregon Arena Project, including tracking of project revenues, actual ongoing city costs directly associated with the project, costs related to financing public improvements (paying agent, etc.), project oversight, and certain capital reserves.

ARENA DEBT SERVICE (363)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous</i>					
<i>Interest on Investments</i>	\$0	\$0	\$0	\$100,000	\$100,000
Total Revenue	0	0	0	100,000	100,000
<i>Interfund Service Reimbursements</i>					
<i>Arena Construction</i>	0	0	0	10,000,000	10,000,000
<i>Beginning Fund Balance</i>					
<i>Unencumbered</i>	0	0	0	0	0
TOTAL RESOURCES	\$0	\$0	\$0	\$10,100,000	\$10,100,000
<u>REQUIREMENTS</u>					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$0	\$0	\$0	\$1,000,000	\$1,000,000
<i>Other Requirements</i>					
<i>Debt Retirement</i>	0	0	0	9,000,000	9,000,000
<i>Unappropriated Ending Balance</i>	0	0	0	100,000	100,000
TOTAL REQUIREMENTS	\$0	\$0	\$0	\$10,100,000	\$10,100,000
<u>EXPENDITURES – AU 202</u>					
<i>External Materials and Services</i>					
<i>545000 Interest</i>	\$0	\$0	\$0	\$1,000,000	\$1,000,000
<i>Other Requirements</i>					
<i>578000 Debt Retirement</i>	\$0	\$0	\$0	\$9,000,000	\$9,000,000
TOTAL APPROPRIATIONS	\$0	\$0	\$0	\$10,000,000	\$10,000,000

The City will finance approximately \$34.5 million of Oregon Arena Complex public improvements, including renovation of the Coliseum, construction of a 1,300 space public parking garage on the site, a plaza connecting the buildings, and infrastructure changes. In addition, the City will pay for, and perform, all necessary seismic upgrades to the Coliseum outside the \$34.5 million public improvement budget. The City will secure financing for all public improvements. Initially, the City will seek interim financing for the project. Once projects are complete, the City will issue long-term debt. Revenues from the project site will repay the amount the City is obligated to pay and the interest thereon.

This fund pays for principal and interest on debt issued to finance public improvements to the Oregon Arena Project. Revenues from the project site will repay the amount the City is obligated to pay and the interest thereon.

OREGON ARENA DEBT FUND (363)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on bonds issued for the Oregon Arena project public improvements. The bonds will be repaid from revenues generated from the Oregon Arena Complex.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Notes	\$1,300,000	06/30/93	06/01/94	3.73%	1,300,000	9,000,000	48,507
Proposed	\$18,500,000	06/30/94	06/01/94	3.73%	18,500,000	0	690,291
Proposed	\$7,000,000	11/01/93	06/01/94	3.73%	7,000,000	0	261,203
TOTAL Oregon Arena Debt Fund					\$26,800,000	\$9,000,000	\$1,000,000

N.W. I-405 FUND (111)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Service Charges & Fees</i>					
<i>Rents & Reimbursements</i>	166,512	179,497	\$158,933	\$94,647	\$94,647
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	74,687	45,999	34,980	17,741	17,741
<i>Interfund Cash Transfers</i>					
<i>General Fund</i>	0	80,195	0	0	0
Total External Revenue	241,199	305,691	193,913	112,388	112,388
Beginning Fund Balance	885,074	1,005,060	598,402	786,998	786,998
TOTAL RESOURCES	\$1,126,273	\$1,310,751	\$792,315	\$899,386	\$899,386
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Services</i>	0	0	0	0	0
<i>External Materials & Svcs.</i>	32,788	480,982	30,111	844,825	844,825
<i>Internal Materials & Svcs.</i>					
<i>General</i>	1,854	6,771	7,011	6,000	6,000
<i>Facilities Services</i>	75,235	104,146	102,300	44,622	44,622
	77,089	110,917	109,311	44,622	44,622
Total Bureau Expenses	109,877	591,899	139,422	895,447	895,447
<i>Fund Requirements</i>					
<i>Interfund Cash Transfers</i>					
<i>General-Overhead</i>	11,336	10,985	6,094	3,939	3,939
<i>Contingency</i>					
<i>General Operating Contingency</i>			646,799	0	0
<i>Unappropriated Ending Balance</i>	1,005,060	707,867	0	0	0
TOTAL REQUIREMENTS	\$1,126,273	\$1,310,751	\$792,315	\$899,386	\$899,386
EXPENDITURES - AU 210					
<i>External Materials and Services</i>					
<i>549000 Miscellaneous</i>	32,788	480,982	30,111	844,825	844,825
<i>Internal Materials and Services</i>					
<i>553000 Facilities Services</i>	75,236	104,146	102,300	44,622	44,622
<i>559000 Other Fund Services</i>	1,853	6,771	7,011	6,000	6,000
TOTAL APPROPRIATION	109,877	591,899	139,422	895,447	895,447

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 neighborhood. 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. The Bureau of General Services maintains the fenced commercial parking and storage area.

The FY 1993-94 budget assumes that the lease with the State will expire in 1994, and revenues and expenditures have been reduced to reflect this. The I-405 Technical Advisory Committee has indicated an interest in transferring the proceeds of the I-405 Fund to the Oregon Community Foundation. Accordingly, the net balance of the fund is budgeted in external materials and services to allow a disbursement during FY 1993-94

BONDED DEBT INTEREST AND SINKING FUND (302)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Property Taxes</i>					
<i>Current Year's Taxes</i>	\$3,364,540	\$3,304,865	\$3,262,287	\$3,262,287	\$3,262,287
<i>Prior Year's Taxes</i>	193,498	204,060	241,147	241,147	241,147
	<u>3,558,038</u>	<u>3,508,925</u>	<u>3,503,434</u>	<u>3,503,434</u>	<u>3,503,434</u>
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	35,482	39,220	15,000	15,000	15,000
<i>Interest - Other</i>	0	0	0	0	0
<i>TR/ General Fund</i>		1,180			
	<u>35,482</u>	<u>40,400</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
<i>Beginning Fund Balance</i>	464,480	467,002	545,489	545,489	545,489
<u>TOTAL RESOURCES</u>	<u>\$4,058,000</u>	<u>\$4,016,327</u>	<u>\$4,063,923</u>	<u>\$4,063,923</u>	<u>\$4,063,923</u>
<u>REQUIREMENTS</u>					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$1,150,998	\$1,035,953	\$909,935	\$772,815	\$772,815
<i>Other Requirements</i>					
<i>Debt Retirement</i>	2,440,000	2,536,118	2,630,000	2,745,000	2,745,000
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	467,002	444,256	523,988	546,108	546,108
<u>TOTAL REQUIREMENTS</u>	<u>\$4,058,000</u>	<u>\$4,016,327</u>	<u>\$4,063,923</u>	<u>\$4,063,923</u>	<u>\$4,063,923</u>
<u>EXPENDITURES - AU 280</u>					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$1,150,998	\$1,035,953	\$909,935	\$772,815	\$772,815
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	2,440,000	2,536,118	2,630,000	2,745,000	2,745,000
<u>TOTAL APPROPRIATION</u>	<u>\$3,590,998</u>	<u>\$3,572,071</u>	<u>\$3,539,935</u>	<u>\$3,517,815</u>	<u>\$3,517,815</u>

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.

BONDED DEBT INTEREST AND SINKING FUND (302)

General Obligation Bonds

DEBT REDEMPTION SCHEDULE

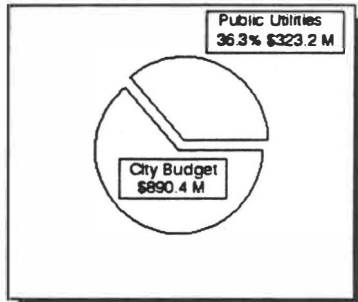
In 1982 the City issued voter approved General Obligation Bonds for renovation of Civic Stadium and for construction of the Performing Arts Center. These two issues were refunded by one issue in 1986 to take advantage of lower interest rates. The projected savings over the life of the issue is approximately \$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 93-94	Interest FY 93-94
Series 1986C	\$30,130,000	12/01/86	12/01/93	5.20%	2,745,000	2,745,000	71,370
			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					<u>\$15,675,000</u>	<u>\$2,745,000</u>	<u>\$772,815</u>

Public Utilities

PROGRAM AREA OVERVIEW

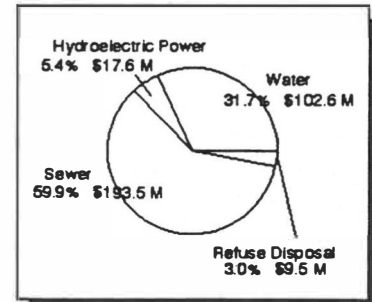
PERCENT OF BUDGET



BUDGET DATA

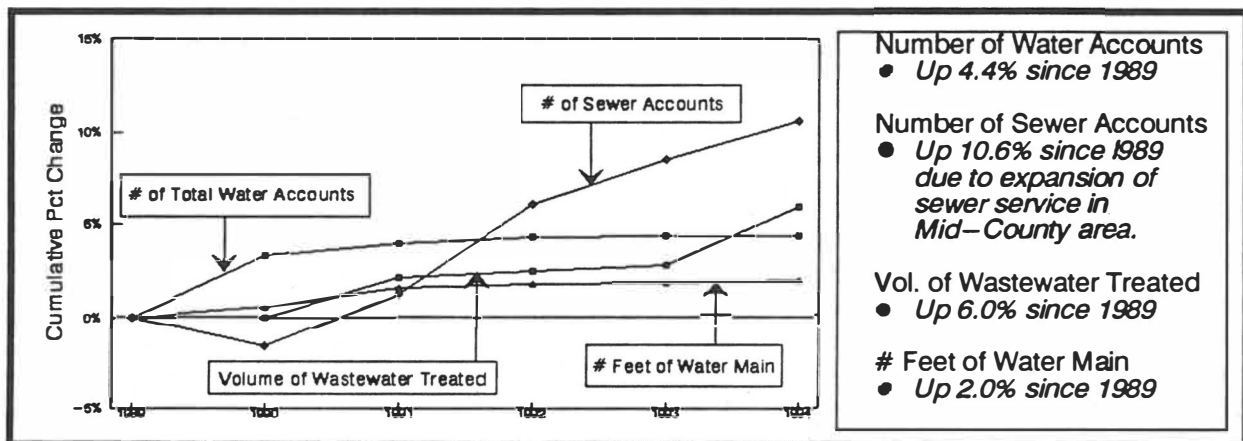
1993-94 Budget \$323.2 M
 Change from '92-'93: + 4.2 M
 Change per Capita: - 0.9%
 1993-94 Positions: 918
 Change from '92-'93: Up 8 FTEs
 Change per Thousand: - 1.4%

EXPENDITURES



Note: Figures on this page include fund contingencies and reflect the full allocation of costs to direct service areas.

HISTORICAL TRENDS



Number of Water Accounts
 ● Up 4.4% since 1989

Number of Sewer Accounts
 ● Up 10.6% since 1989 due to expansion of sewer service in Mid-County area.

Vol. of Wastewater Treated
 ● Up 6.0% since 1989

Feet of Water Main
 ● Up 2.0% since 1989

SIGNIFICANT BUDGET ISSUES

- Adopted Budget includes:
 - Water rate increase of 6.9% for retail customers. This is estimated to increase a typical monthly residential water bill from \$11.21 to \$11.80. This increase is 2.8% less than originally requested by the Bureau.
 - Sewer rate increase of 13% for single-family customers. The estimated monthly residential bill increase is from \$17.20 to \$19.45. This increase is 1% less than originally requested by the Bureau.
- Water Bureau researching possible joint business functions with other utilities.
- Regional Water Supply Study Phase 2 underway.
- Sewer capital budget is growing from \$72.1 M to \$93.8M. Included is \$32.9 M for Mid-County program, and \$19.9 M for the beginning of the Combined Sewer Overlow(CSO) abatement effort.

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner—in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<i>Operating Budget:</i>					
<i>Personal Services</i>	\$12,772,253	\$15,375,177	\$16,922,621	\$17,362,149	\$17,362,149
<i>External Materials & Svcs.</i>	9,130,150	8,199,269	26,648,642	10,502,207	10,710,524
<i>Internal Materials & Svcs.</i>	12,632,225	15,858,132	16,590,735	17,602,181	17,803,588
<i>Minor Capital Outlay</i>	551,637	929,006	802,300	667,072	667,072
<i>Cash Transfers—Equipment</i>	98,326	184,272	23,400	34,500	34,500
<i>Total Operating Budget</i>	\$35,184,591	\$40,545,856	\$60,987,698	\$46,168,109	\$46,577,833
<i>Capital Improvements</i>	25,112,108	42,340,202	72,118,234	93,753,687	93,753,687
<i>TOTAL BUREAU EXPENSES</i>	\$60,296,699	\$82,886,058	\$133,105,932	\$139,921,796	\$140,331,520
<i>Allocated Overhead Costs</i>				2,077,846	2,077,846
<i>Total Cost with Allocated Overhead</i>				\$141,999,642	\$142,409,366
<u>Authorized Full-Time Positions</u>					
<i>Total</i>	328	379	390	396	396
<u>SOURCE OF FUNDING</u>					
Sewer System Operating Fund (151)		\$82,886,058	\$133,105,932	\$139,921,796	\$140,331,520
<u>PROGRAMS</u>					
Mid-County Sewer		\$5,548,066	\$40,927,821	\$34,480,055	\$34,530,055
<i>Positions</i>		45	45	45	45
Environmental Management		25,095,734	27,881,013	32,737,802	32,737,802
<i>Positions</i>		87	88	88	88
Sewerage System		41,038,828	51,314,743	59,312,964	59,312,964
<i>Positions</i>		172	173	172	172
Industrial and Solid Waste		2,076,138	3,353,266	3,332,374	3,332,374
<i>Positions</i>		34	35	42	42
Business Operations		8,159,793	8,491,743	9,149,298	9,509,022
<i>Positions</i>		33	37	41	41
Office of the Director		967,499	1,137,346	909,303	909,303
<i>Positions</i>		8	12	8	8
<i>TOTAL PROGRAMS</i>		\$82,886,058	\$133,105,932	\$139,921,796	\$140,331,520
<i>Positions</i>		379	390	396	396

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Environmental Services is responsible for providing sanitary sewage and stormwater drainage services to approximately 126,000 residential customer accounts, 12,000 commercial accounts, and 6 wholesale customers, in addition to taking the lead in addressing environmental problems and meeting federal and state mandates regarding water quality. Including the wholesale contracts, the Bureau provides sanitary sewer service to a population of about 650,000 in the metropolitan area, with another 100,000 people to be added as the 54,000 properties in the Mid-Multnomah County area are connected to the system over the coming five years. The Bureau's activities are supported through sewer and drainage charges, wholesale contracts with other jurisdictions, reimbursements to services provided to other bureaus, and reimbursements from the Sewer Construction Fund for capital expenses incurred directly by the Sewer Operating Fund. The Bureau is also responsible for managing the City's solid waste and recycling functions. Those functions are discussed under the Refuse Disposal Fund, but their management objectives and effectiveness/efficiency measures are included below with the Bureau as a whole.

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner—in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The overall 1993-94 budget for Environmental Services is \$140.3 million, an increase from the previous year's \$133.1 million. However, the total figures mask the difference between the sharp growth in the capital budget and the level trend in the operating budget. After subtracting \$14.4 million in one-time costs associated with the Mid-County Financial Assistance program from the 1992-93 figures, the operating budget is approximately the same in 1993-94 as the year before: \$46.6 million. The 1993-94 operating budget is \$1.4 million less than it would have been if the previous year's budget had been allowed to grow with inflation.

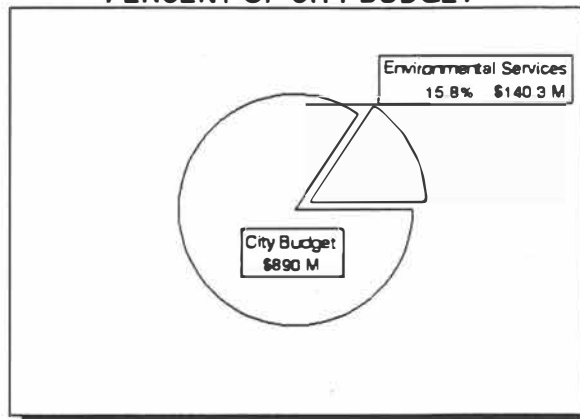
In spite of the level operating budget, the Bureau's number of authorized full-time positions will be increasing in 1993-94. There is a net increase of six positions, with eight new positions and two existing positions cut. Six of the new positions are needed to carry out mandated programs in industrial and stormwater control. Their duties include eliminating illicit connections to the stormwater system, issuing stormwater permits to industrial customers and monitoring industrial discharges, and strengthening the Bureau's emergency response to chemical spills that could damage the treatment plants. In addition, a computer support person formerly funded by interagency agreement through another bureau is being transferred into Environmental Services, and a Power Engineer position is being created to specialize in complex electrical installations and repairs at treatment plants.

The cost of these positions, though, is more than offset by greater efficiency in the materials and services part of the operating budget and by reduced contracting for operating needs. In the operating budget: the professional services line item is \$1.3 million less in the 1993-94 budget than in 1992-93; the equipment rental line item is down by \$320,000; travel and education expenses are reduced by \$33,000 from the previous; and insurance costs fell by \$73,000 due to the Bureau's loss control efforts in recent years. The budget also eliminates two existing positions. One Painter position at the Treatment Plant is being eliminated in favor of greater reliance on part-time help, and a Clerical Specialist reduction reflects efficiencies brought about by voice mail and the widespread use of word processing by managers and engineers.

The capital budget, in contrast to the operating budget, represents a steep increase from the year before: from \$72.1 million to \$93.8 million. The growth in the capital budget—with the added debt service resulting from the sale of sewer revenue bonds to finance the capital activity—is what drives the 12.6% increase in single-family sewer rates and the forecast rate increases of 14.5% in each of the coming five years.

The growth in the capital budget is driven largely by legal mandates and by the demands of an aging system, much of whose major facilities were built over 40 years ago. One of the mandates is the Mid-County project. This project is being accelerated in order to take advantage of a favorable bidding climate, increase the customer base, and complete the Mid-County project by 1997, before the major part of the Combined Sewer Overflow (CSO) project ramps up. After factoring out the one-time costs in the 1992-93 budget, the Mid-County program is increasing from \$26.5 million to \$34.5 million as a result of this acceleration. The CSO abatement program is also driven by mandates: the federal Clean Water Act. This project will eventually cost \$500 million—\$1 billion, and the 1993-94 budget shows an increase in this capital activity from \$9.4 million the previous year to \$19.9 million. Other regulations affecting capital spending are Total Maximum Daily Loads (TMDLs) for specific pollutants already in place for Fanno Creek and being developed for the Columbia Slough, and National Pollution Discharge Elimination System (NPDES) permit requirements that for the first time apply not just to the treatment plant or to industrial customers but also to stormwater runoff.

PERCENT OF CITY BUDGET



BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The 1993-94 budget contains increased capital spending (from \$9.7 million to \$16.9 million) on basic reconstruction of aging sewer pipes, including a \$4 million Tanner Creek project timed to take advantage of Light Rail construction, and \$3 million to replace defective sewer pipes in the Alder Basin (which is part of a multi-year project totalling \$10 million). The new headworks at the Columbia Boulevard Wastewater Treatment Plant is called for both by the CSO effort and by the age of the current headworks; that project has \$2.5 million planned for 1993-94 and an additional \$21 million over the next two years.

DESCRIPTION OF PROGRAMS

Mid-County Sewer

This program area is responsible for carrying out the State Environmental Quality Commission's 1985 order that sewer service be extended to approximately 54,000 properties in mid-Multnomah County. Besides construction, this includes operating a customer service office and administering the Safety Net and Mid-County Financial Assistance programs, both of which are designed to assist property owners with their share of the cost of extending and hooking up to the local sewer lines.

Environmental Management

This program is responsible for the Clean Rivers program, including the Combined Sewer Overflow abatement effort and the Bureau's response to stormwater and other regulations. The \$32.7 million budgeted in this area is primarily for capital projects. This program also covers the Development Engineering section, which ensures the integrity of the sewers installed by private developers.

Sewerage System

This program is responsible for operating and maintaining the Bureau's treatment plants and pump stations, including capital projects at those facilities. It includes a Pollution Control Laboratory at the Columbia Boulevard plant, as well as the operation of the sludge composter and disposal of residual sludge. The total budget for this program is about \$59.3 million, with 172 full-time positions in 1993-94.

Industrial & Solid Waste

This program within the Sewer Fund emphasizes the achievement of clean water through the control of "point-source" industrial pollutants. It includes an Environmental Monitoring section with emergency response to spills as well as investigations, enforcement, and a water quality lab. Much of this program is funded by an "extra strength" charge applied to the heaviest industrial customers.

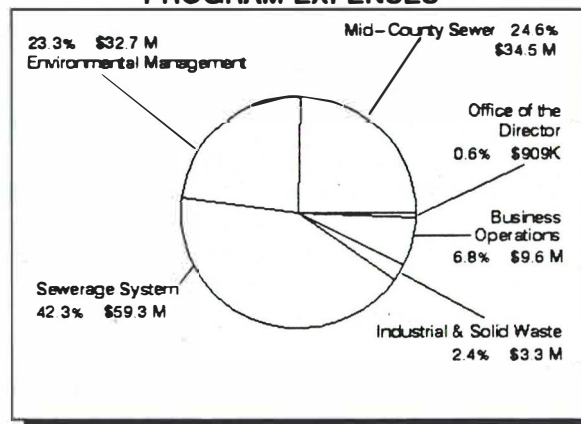
Business Operations

This program contains the Bureau's internal support functions such as human resources, (including loss control), accounting, financial planning, and information services, including the Bureau's share (about \$296,000) of the Geographic Information System (GIS) project. This program is budgeted at \$9.5 million in 1993-94, compared to \$8.5 million in 1992-93.

Office of the Director

This budget program contains the Bureau manager's secretarial support, the Bureau's government relations manager, and the public communications staff. For 1993-94, four positions in Customer Services are transferred from this program to Business Operations, so the number of positions showing in the Office of the Director is dropping from 12 to 8. The budget is reduced accordingly, from \$1.1 million to \$900,000.

PROGRAM EXPENSES



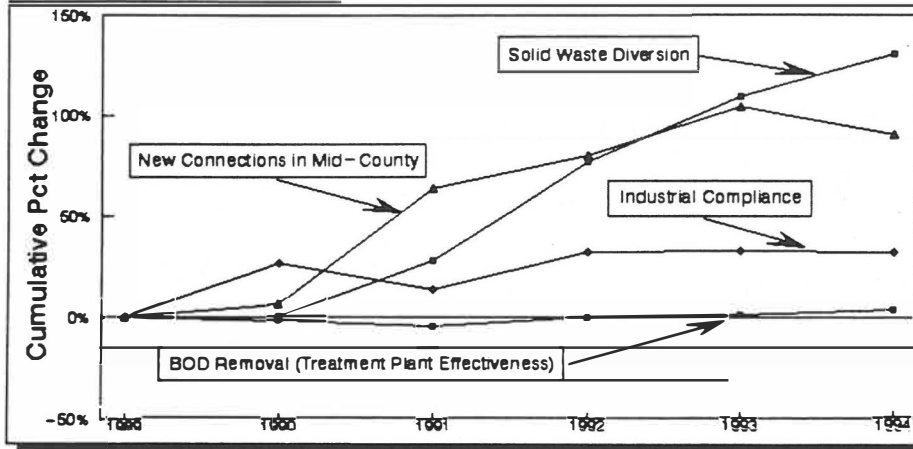
BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

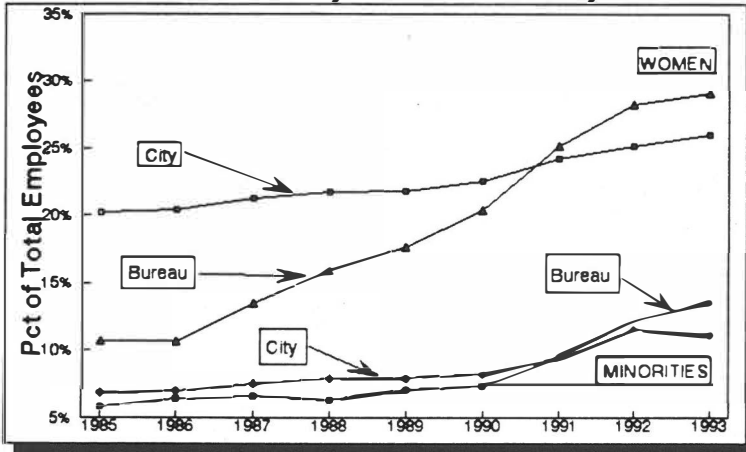
SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



- Pct. Residential Solid Waste Diverted from Landfills
 - Up 131%
- No. of New Connections in Mid-County
 - Up 91%
- Pct. Industrial Discharge Tests in Compliance
 - Up 32%
- Pct. B.O.D. Removed (Treatment Plant Effectiveness)
 - Up 3%

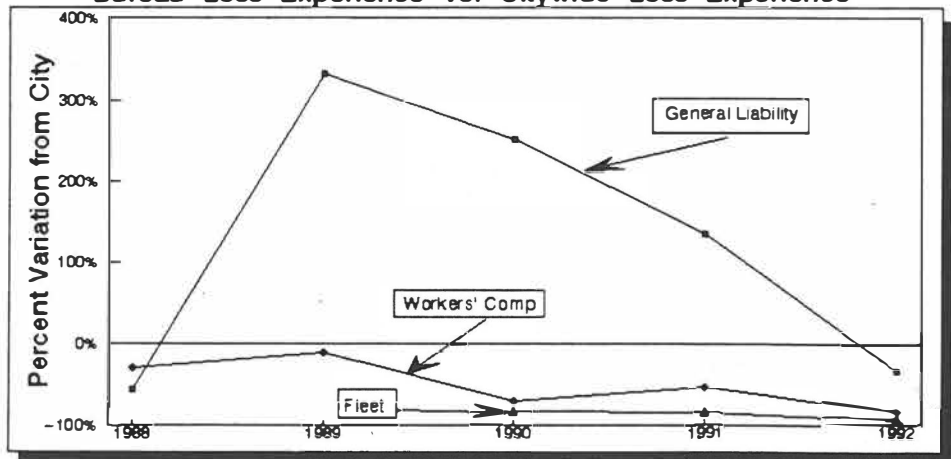
Workforce Diversity – Bureau vs. Citywide



- Since 1985, the Bureau's percentage of women employed has gone from half the city average to 12% above the city average.
- Minority employment has gone from 15% below the city average to 20% above.
- This excellent track record reflects both a lot of new hiring (from 1987 to 1993, 40% of the new positions in the City were in Environmental Services) and a strong commitment from management.

- The Bureau's workers' comp experience, already below the city average, has further declined over the past five years.
- The Bureau's general liability incidence has also dropped significantly, from over 300% above the city average to 32% below.
- The estimated annual savings from a further 15% reduction in claims would be about \$25,500.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

Note: These management objectives and performance measures apply to the entire Bureau, including both the sewer system and the solid waste/recycling programs supported by the Refuse Disposal Fund.

A. Water Quality Objectives

1. Protect natural environment and public health from deterioration by:
 - a. Meeting all regulations (ongoing).
 - b. Completing construction of 53 miles of sanitary sewer in Mid-County, with 103 miles of sanitary sewer under construction (FY 94).
 - c. Disconnecting 2800 cesspools (FY 94).
 - d. Operating and maintaining the sewage system and drainage system for maximum reliability at least cost (ongoing).
 - e. Treating 28 billion gallons of wastewater by removing 14,000 tons of TSS and 15,000 tons of BOD (FY 94).
 - f. Inspecting and repairing 100 miles of sewer and 87 pump stations, repairing defects (FY 94).
 - g. Keeping harmful industrial chemicals and metal out of the sewerage system; ensuring that industry adequately treats industrial waste prior to discharge to the sewerage system (FY 94).
 - h. Inspecting 200 major industrial/commercial facilities and assuring that all are in compliance or under an appropriate compliance schedule (FY 94).
 - i. Develop maintenance management programs for 3 systems: sewage collection, treatment plant, and drainage (2-year effort beginning in FY 94).
2. Enhance the quality of Portland's streams and groundwater to restore their native quality through:
 - a. Advancing the Clean River Program adopted by City Council in April 1989 (ongoing).
 - 1) Submittal of Recommended Combined Sewer Overflow Facilities Plan to the Department of Environmental Quality (DEQ) (FY 94).
 - 2) Implement National Pollutant Discharge Elimination System (NPDES) Stormwater Permit upon approval by the DEQ (FY 94).
 - 3) TMDL review in the Fanno Basin and Columbia Slough (FY 94).
 - 4) Begin designing and constructing "cornerstone" CSO projects that reduce the impact of CSOs upon water quality (FY 94).
 - b. Multi-objective management of local stream basins:
 - 1) Installation of constructed pilot wetlands serving drainage, water cleaning, flood control, and educational functions in the Balch Creek Watershed (FY 94).
 - 2) Implementation of five "early action projects" in the Johnson Creek Basin (FY 94).
 - 3) Construct and monitor three leaf compost facilities for the Tualatin River/Fanno Creek programs to monitor stormwater sediment and pollutant removal (FY 94).
 - 4) Implement two early action projects in the Columbia Slough Basin (FY 94).
 - c. Rebuilding and repairing obsolete or dysfunctional components of the collection and treatment systems (ongoing).
 - 1) Repair of SE Division, 39th to 60th (FY 94).
 - 2) Modify Aeration Basin Configuration (FY 94).
 - 3) Complete 90% of the approved capital improvement program (FY 94).

B. Solid Waste Objectives

1. Sustain monthly participation in residential recycling above 70% (ongoing).
2. Through curbside collection, divert 525 pounds of recyclable material and 150 pounds of yard debris per customer per year (FY 94).
3. Through commercial and residential haulers, divert 66,000 tons of recyclable material from the Portland USB Waste Stream (FY 94).
4. Initiate and promote citywide curbside collection of scrap paper by February 1994 if processing capability exists and markets have stabilized (FY 94).
5. Provide recycling systems, training and support for an additional 350 multi-family sites (FY 93).

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES, continued

C. Customer Service Objectives

1. Provide useful, clear information to all customers about sewer service, solid waste and recycling service and water quality programs (ongoing).
2. 12,500 customer contacts through meetings; 200,000 phone calls responded to; and 500,000 pieces of information mailed (FY 94).
3. Conduct small business pollution prevention outreach program (ongoing).
4. Educate 200 small businesses on proper materials management to reduce pollution at the source (FY 94).

D. Fiscal Management Objectives

1. Administer fair, equitable rates and charges based on cost-of-service principles consistent with other City policies.
 - a. Sewer rates (ongoing).
 - b. Implement metered sewer rates for residential customers (FY 94).
 - c. Garbage/Recycling rates (on-going).
 - d. Propose alternatives for frequency of sewer bills to assist residential customers (FY 94).
2. Assure best long-term value for investments in sewerage system.
 - a. Carefully administer bond sales with the objective of gaining the highest possible credit rating, maintaining if possible an A-1 rating from Moody's and A+ from Standard & Poor's (on-going).
 - b. Implement an improved CIP development process to quantify cost/benefit characteristics of specific project proposals (FY 94).
3. Efficient internal systems and effective cost control.
 - a. Ensure timely completion of budget and quarterly reporting processes; fully implement Information Expert and InfoNet reporting systems (ongoing).
 - b. Implement Project Tracking System on-line (FY 94).
 - c. Develop and incorporate measurable cost/benefit analysis in operating budget decisions (FY 94).

MAJOR BUDGET NOTES

- Expand the use of cost-benefit analysis to bureau operations and services with the intent of offsetting projected rate growth or improving productivity.
- Develop options for maximizing coordination and eliminating duplication in natural resource and long-range planning with the Bureau of Planning.
- Develop specific benchmarks to identify progress in achieving water quality goals.

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual</i> FY 91-92	<i>Revised Budget</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
<u>EFFECTIVENESS MEASURES</u>				
% Participation of Residential Recycling	71%	71%	75%	75%
% Waste Diverted From Landfills Through Residential Recycling	15.0%	28.0%	36.0%	36.0%
% BOD (Biological Oxygen Demand) Removed				
Columbia Boulevard Treatment Plant	89.0%	88%	85%	85%
Tryon Creek Treatment Plant	94.0%	94%	90%	90%
Mid-County Properties with Cesspools Disconnected Since 7/1/87, as % of Original Number of Properties with Cesspools in Affected Area	21%	27%	34%	34%
% Industrial Discharge Enforcement Samples in Full Compliance (Data Collected is Reported on Calendar Year Basis; So FY 91-92 = 1991 Results, FY 92-93 = 1992 Results, etc.)	90%	93%	80%	80%
Number of Pump Station Bypasses Due to System Failure	6	1	0	0
Percent of Women in Bureau Workforce	28.2%	29.1%	31.0%	31.0%
Percent of Minorities in Bureau Workforce	12.3%	12.6%	13.0%	13.0%
<u>EFFICIENCY MEASURES</u>				
Time-loss Hrs (injuries) per 1000 Hrs Worked	0.21	0.06	0.09	0.09
% Sewer Sludge Composted	45%	75%	75%	75%
% Compostor Capacity Utilized	N/A	N/A	73%	73%
Treatment Plant Energy Consumption (Kilowatt Hrs) per Million Gallons of Sewage Treated	1,160	1,162	1,163	1,163
<u>WORKLOAD MEASURES</u>				
<i>Mid-County Sewer:</i>				
Number of New Connections in Mid-County	2,639	3,000	2,800	2,800
Miles of Sanitary Sewer Completed in Mid-County	34	36	53	53
<i>Environmental Management:</i>				
Number of Roof Drains Disconnected	N/A	N/A	1,000	1,000
Number of Staff Hours Spent in Land Use Reviews for Water Quality Protection	N/A	N/A	1,800	1,800
Number of People Participating in Earth Day/Confluence Programs	N/A	N/A	500	500
Implementation of NPDES Permit Requirements	N/A	N/A	35%	35%
<i>Sewerage System:</i>				
Volume of Secondary Treatment Flow (million gallons)	25,430	25,500	28,000	28,000
Length of Pipe Cleaned (lineal feet)	924,167	1,300,000	1,300,000	1,300,000
<i>Industrial and Solid Waste:</i>				
Number of Industrial Permits Managed Annually	128	160	200	200
Number of Enforcement Actions Taken Annually	125	150	200	200
<i>Business Operations:</i>				
Number of Network Users Supported	150	225	300	300

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$10,594,344	\$12,469,825	\$14,440,609	\$15,294,501	\$15,253,785
512000 Part-Time/Limited-Term	244,227	629,802	599,850	823,165	863,881
514000 Overtime	570,486	680,528	568,553	407,223	407,223
515000 Premium Pay	133,796	173,862	202,998	202,674	202,674
517000 Benefits	4,114,836	4,970,976	5,590,634	5,921,425	5,921,425
Total Personal Services	\$15,657,689	\$18,924,993	\$21,402,644	\$22,648,988	\$22,648,988
521000 Professional Services	\$7,958,732	\$13,320,797	\$14,494,212	\$16,695,636	\$16,745,636
522000 Utilities	3,479,771	3,789,192	3,576,195	3,688,318	3,846,635
523000 Equipment Rental	13,159	36,548	374,152	54,373	54,373
524000 Repair & Maintenance	277,766	345,354	584,593	698,215	698,215
528000 Local Match Payment	727,197	74,846	14,000	14,000	14,000
529000 Miscellaneous Services	144,201	194,006	662,277	560,638	560,638
531000 Office Supplies	114,530	174,647	144,225	130,151	130,151
532000 Operating Supplies	1,316,902	1,085,363	1,553,195	1,474,650	1,474,650
533000 Repair & Maint. Supplies	703,736	1,262,223	1,102,436	1,130,019	1,130,019
534000 Minor Equipment	115,157	318,816	221,032	201,535	201,535
535000 Clothing	56,301	36,609	40,713	42,813	42,813
539000 Other Commodities	118,202	(99,902)	2,495	4,738	4,738
541000 Education	148,810	139,747	192,624	185,382	185,382
542000 Local Travel	4,530	5,980	10,083	9,830	8,330
543000 Out-of-Town Travel	56,413	47,361	115,634	90,224	91,724
544000 External Rent	105,046	60,732	85,412	60,516	60,516
545000 Interest	998	0	0	0	0
546000 Refunds	102,441	65,808	10,096,131	1,000	1,000
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	359,026	356,678	5,232,058	1,567,468	1,567,468
Subtotal External Materials & Services	\$15,802,918	\$21,214,805	\$38,501,467	\$26,609,506	\$26,817,823
551000 Fleet Services	\$397,622	\$490,095	\$483,076	\$452,413	\$452,413
552000 Printing/Distribution	286,234	445,835	465,534	503,443	503,443
553000 Facilities Services	612,482	669,884	660,847	761,146	748,139
554000 Communications	339,918	476,911	489,291	566,345	408,028
555000 Data Processing	106,938	353,246	100,425	157,484	157,484
556000 Insurance	528,498	598,068	631,054	558,211	558,211
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	11,860,524	15,604,985	16,152,832	17,945,066	18,317,797
Subtotal Internal Materials & Services	\$14,132,216	\$18,639,024	\$18,983,059	\$20,944,108	\$21,145,515
Total Materials & Services	\$29,935,134	\$39,853,829	\$57,484,526	\$47,553,614	\$47,963,338
561000 Land	\$4,700	\$666,136	\$1,030,000	\$1,948,000	\$1,948,000
562000 Buildings	0	1,546,439	0	0	0
563000 Improvements	14,148,422	20,550,918	50,493,105	66,156,647	66,156,647
564000 Equipment	452,428	1,159,471	2,672,257	1,580,047	1,580,047
Total Capital Outlay	\$14,605,550	\$23,922,964	\$54,195,362	\$69,684,694	\$69,684,694
573000 Cash Transfers-Equipment	\$98,326	\$184,272	\$23,400	\$34,500	\$34,500
Total Bureau Expenses	\$60,296,699	\$82,886,058	\$133,105,932	\$139,921,796	\$140,331,520

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	FY 92-93	FY 93-94	FY 93-94	FY 93-94	FY 93-94
		No.	No.	No.	Amount	No.	Amount	No.	Amount
2018	Environmental Services Director	0	0	0	0	1	79,240	1	79,240
982	Director Of Environmental Services	1	1	1	72,495	0	0	0	0
7492	Community Relations Specialist	0	0	0	0	1	40,020	1	40,020
3359	Public Works Project Manager	0	0	0	0	2	108,862	2	108,862
3359	Senior Projects Coordinator	2	2	2	102,711	0	0	0	0
3283	Water Lab Supervisor	2	2	2	76,044	2	78,347	2	78,347
3281	Water Lab Tech/Lead	1	1	1	33,053	1	34,034	1	34,034
3280	Water Lab Tech	10	11	11	339,767	11	359,030	11	359,030
3271	Graphics Illustrator II	1	1	1	36,235	1	39,756	1	39,756
3261	Instrument Tech/Lead	0	0	0	0	1	41,363	1	41,363
3261	Lead Instrument Tech	1	1	1	40,152	0	0	0	0
3260	Instrument Tech	4	4	4	153,092	4	157,684	4	157,684
3230	City Planner I	0	0	0	0	0	0	0	0
3229	Planner A	0	0	0	0	0	0	0	0
3194	Environmental Specialist	4	8	9	352,310	9	372,917	9	372,917
3190	Electronic Systems Specialist	0	0	0	0	4	142,729	4	142,729
3171	Chief Engineer	1	2	2	125,782	1	55,395	1	55,395
3169	Principal Engineer	6	6	7	338,822	6	302,879	6	302,879
3167	Supv Engineer	3	3	2	163,178	5	344,659	5	344,659
3166	Senior Engineer	10	14	14	661,197	10	544,204	10	544,204
3164	Engineer	1	3	3	151,551	3	159,858	3	159,858
3163	Sr Engineering Assoc	0	0	0	0	24	1,053,862	24	1,053,862
3163	Sr Engineering Assoc B	15	21	23	976,421	0	0	0	0
3153	Engineering Assoc A	0	0	0	0	19	738,746	19	738,746
3153	Engineering Assoc A	17	19	19	747,389	0	0	0	0
3152	Constr. Project Mgr.	0	0	0	0	2	98,220	2	98,220
3152	Public Wks Insp III	1	1	1	46,166	0	0	0	0
3151	Public Wks Insp II	8	10	10	432,444	10	435,936	10	435,936
3150	Public Wks Insp I	12	15	15	576,840	13	519,223	13	519,223
3148	Construction Project Coordinator	1	1	1	47,250	0	0	0	0
3133	Project Coordinator	6	0	0	0	0	0	0	0
3132	CAD Manager	0	0	0	0	1	47,782	1	47,782
3132	Chief Drafting Specialist	2	2	2	90,740	0	0	0	0
3129	Drafting Technician	1	1	1	34,556	0	0	0	0
3109	Technician III	0	4	6	246,107	4	180,124	4	180,124
3108	Technician II	26	32	34	1,163,026	34	1,191,454	34	1,191,454
3107	Technician I	9	11	13	329,178	16	415,439	16	415,439
2550	Info Systems Manager	0	0	0	0	1	57,284	1	57,284
2546	Info Systems Supervisor	0	0	0	0	2	83,002	2	83,002
2544	Senior MIS Support Analyst	0	0	0	0	1	43,284	1	43,284
2542	MIS Support Analyst	0	0	1	0	2	66,223	2	66,223
2540	MIS Support Technician	0	0	0	0	1	32,802	1	32,802
2534	Sr. Programmer Analyst	0	0	0	0	1	49,444	1	49,444
2532	Programmer Analyst	0	0	0	0	1	40,309	1	40,309
2212	Supervising Field Rep	0	1	1	36,791	1	38,955	1	38,955
2211	Field Representative II	1	0	0	0	0	0	0	0
2210	Field Representative	2	3	3	88,182	5	146,585	5	146,585
2034	Laboratory Manager	0	0	0	0	1	50,002	1	50,002
2032	Env Resources Manager	0	0	0	0	1	58,276	1	58,276
1831	Solid Waste Director	0	1	1	52,137	0	0	0	0
2012	Sr. Env Services Mgr.	0	0	0	0	4	252,112	4	252,112
1829	Env Svcs Ops Director	3	4	4	242,899	0	0	0	0
2010	Env Services Mgr	0	0	0	0	2	110,925	2	110,925
1954	Public Works Superintendent	0	0	0	0	2	116,394	2	116,394
TOTAL FULL-TIME POSITIONS		151	185	195	7,756,515	210	8,687,360	210	8,687,360

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		151	185	195	7,756,515	210	8,687,360	210	8,687,360
1828	Wastewater Ops Supervisor	1	1	1	55,508	0	0	0	0
1827	Wastewater Maint Supervisor	1	1	1	56,982	0	0	0	0
1819	Maintenance Analyst	1	1	1	28,439	0	0	0	0
1952	Public Works Manager	0	0	0	0	8	388,550	8	388,550
1818	Wastewater Manager	4	3	2	104,860	0	0	0	0
1950	Public Works Supervisor	0	0	0	0	1	36,206	1	36,206
1817	Waste Wtr Maint Supervisor	3	3	3	122,337	0	0	0	0
1816	Wastewater Ops. Supv	4	4	4	159,670	0	0	0	0
1815	Waste Wtr. Ops. Specialist	3	3	3	108,180	3	111,438	3	111,438
1813	Waste Wtr Mechanic II	24	22	22	735,205	22	745,317	22	745,317
1812	Waste Wtr Mechanic I	3	3	7	194,832	7	205,077	7	205,077
1811	Waste Wtr Oper II	38	39	38	1,273,972	39	1,382,966	39	1,342,250
1810	Waste Wtr Opr I	23	23	23	658,490	24	718,104	24	718,104
1809	Waste Wtr Mechanic Trainee	4	4	0	0	0	0	0	0
1775	Laboratory Manager	1	1	1	44,866	0	0	0	0
1610	PW Operations Foreman	0	0	1	39,401	0	0	0	0
1520	Maint Machinist	1	1	1	33,575	1	34,577	1	34,577
1457	Supv Electrician	1	1	1	42,198	1	43,472	1	43,472
1455	Electrician Supv.	1	1	1	42,616	0	0	0	0
1453	Electrician	7	8	8	306,184	8	315,368	8	315,368
1443	Painter	2	2	2	67,150	1	34,577	1	34,577
1331	Dredge Operator II	1	1	0	0	0	0	0	0
1330	Dredge Operator I	0	1	1	29,044	0	0	0	0
1313	Auto Equip Oper III	2	3	2	62,682	2	64,560	2	64,560
2014	Chief Env. Services Manager	0	0	0	0	2	149,000	2	149,000
981	Water Quality Admin.	1	1	1	71,618	0	0	0	0
980	Sewerage Sys Admin	1	1	1	71,618	0	0	0	0
978	Source Control Officer	0	1	1	56,714	0	0	0	0
976	Env. Compliance Officer	1	1	1	51,469	0	0	0	0
943	Economist II	1	1	1	50,363	1	47,662	1	47,662
942	Economist I	0	0	1	29,013	1	38,691	1	38,691
900	Staff Assistant	1	0	0	0	0	0	0	0
873	Neigh Assoc Coordinator	1	1	1	36,227	0	0	0	0
852	Loss Control Officer	1	1	1	46,583	0	0	0	0
970	Program Manager II	0	0	0	0	1	44,055	1	44,055
847	Comm Svcs Dir	1	1	1	40,048	0	0	0	0
846	Communications Specialist	0	2	2	71,855	0	0	0	0
968	Program Manager I	0	0	0	0	5	243,613	5	243,613
966	Program Coordinator	0	0	0	0	4	168,549	4	168,549
964	Program Specialist	0	0	0	0	5	196,429	5	196,429
962	Assist. Program Specialist	0	0	0	0	1	33,178	1	33,178
928	Bureau Admin Manager	0	0	0	0	1	60,698	1	60,698
924	Admin Superv III	0	0	0	0	1	45,409	1	45,409
829	Financial Analyst	1	2	3	120,404	0	0	0	0
828	Sr. Financial Analyst	0	0	0	0	1	49,444	1	49,444
828	Sr Mgmt Analyst	4	3	3	137,934	0	0	0	0
827	Financial Analyst	0	0	0	0	4	173,681	4	173,681
827	Management Analyst	2	5	5	193,291	0	0	0	0
819	Admin Asst I	1	3	4	118,683	3	105,610	3	105,610
816	Sr. Admin Spec.	0	0	0	0	2	53,679	2	53,679
816	Admin Analyst Tech	2	2	1	25,265	0	0	0	0
815	Admin Specialist	0	0	0	0	1	26,706	1	26,706
TOTAL FULL-TIME POSITIONS		294	336	345	13,043,791	360	14,203,976	360	14,163,260

BUREAU OF ENVIRONMENTAL SERVICES (145)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		294	336	345	13,043,791	360	14,203,976	360	14,163,260
812	Intergov Prog Coor	0	0	0	0	1	44,354	1	44,354
812	Intergov Prog Mgr	0	1	1	42,679	0	0	0	0
808	Intergov Specialist	1	0	0	0	0	0	0	0
614	Human Resources Coor	0	0	0	0	1	52,701	1	52,701
660	Human Resources Officer	1	1	1	51,407	0	0	0	0
612	Sr. Human Resources Officer	0	0	0	0	3	130,845	3	130,845
650	Training & Development Officer	2	1	1	40,820	0	0	0	0
548	Admin Services Dir	2	1	1	54,351	0	0	0	0
545	Admin Svcs Officer II	0	0	0	0	0	0	0	0
544	Admin Svcs Officer I	2	2	3	125,169	0	0	0	0
531	Accounting Sup. II	0	0	0	0	1	46,674	1	46,674
517	Utilities Acct	1	1	1	44,161	0	0	0	0
516	Principal Acct	1	1	1	44,161	0	0	0	0
515	Sr Accountant	2	2	2	68,422	3	105,172	3	105,172
514	Associate Accountant	1	2	2	54,583	2	54,246	2	54,246
510	Acctg Asst	1	1	2	25,077	2	47,388	2	47,388
413	Stores System Mgr	1	1	1	44,474	1	42,129	1	42,129
410	Storekeeper	0	0	0	0	4	121,481	4	121,481
410	Senior Storekeeper	3	1	1	29,608	0	0	0	0
409	Senior Storekeeper	0	0	0	0	1	32,761	1	32,761
409	Storekeeper	0	4	4	115,133	0	0	0	0
380	Mgmt Info Systems Analyst	0	1	1	38,858	0	0	0	0
379	Asst Mgt Info Sys Analyst	0	1	1	28,439	0	0	0	0
374	Sys And Prog Mgr	0	1	1	53,056	0	0	0	0
373	Senior Prog Analyst	0	0	1	46,020	0	0	0	0
372	Programmer Analyst	0	1	1	37,835	0	0	0	0
345	Word Processing Oper I	1	0	0	0	0	0	0	0
222	Secretarial Assistant	0	0	0	0	0	0	0	0
221	Secretarial Clerk II	2	4	3	69,181	2	46,771	2	46,771
220	Secretarial Clerk I	5	2	2	45,018	2	46,354	2	46,354
118	Customer Svcs Rep	0	3	3	68,099	3	71,657	3	71,657
115	Supervising Clerk	1	1	1	27,019	1	25,627	1	25,627
114	Clerical Specialist I	7	10	10	243,248	9	222,365	9	222,365
TOTAL FULL-TIME POSITIONS		328	379	390	14,440,609	396	15,294,501	396	15,253,785

SEWER SYSTEM OPERATING FUND (151)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
External Revenue					
Permits & Licenses					
Sewer Permits	\$179,480	\$183,916	\$139,503	\$206,834	\$206,834
Service Charges					
Sewer Rate Revenue	35,335,686	44,860,939	52,909,987	60,694,171	60,694,171
Connection Charges	3,346,921	3,644,074	41,736,323	34,656,016	10,430,580
Wholesale Contracts	1,649,057	1,230,616	1,283,704	1,400,000	1,400,000
Other Utility Charges	658,623	39,760	481,602	624,670	624,670
Total Utility Charges	40,990,287	49,775,389	96,411,616	97,374,857	73,149,421
Rents & Reimbursemts	47,481	95,508	49,855	171,996	171,996
Misc. Service Charges	2,460	550	0	0	0
	41,040,228	49,871,447	96,461,471	97,546,853	73,321,417
Miscellaneous Revenues					
Sales of Equipment	0	100	0	0	0
Sales - Miscellaneous	277,966	475,929	35,691	22,337	22,337
Refunds	15,184	10,511	8,351	23,419	23,419
Interest on Investments	622,360	604,880	557,482	488,232	488,232
Assessment Collections	3,306,127	(13,304)	0	0	0
Loan Repayments	87,977	363,557	0	0	0
Assessment Bond Sales	7,050,713	0	0	0	0
Other Misc. Revenues	103,221	79,219	42,621	133,791	133,791
	11,463,548	1,520,892	644,145	667,779	667,779
Total External Revenue	52,683,256	51,576,255	97,245,119	98,421,466	74,196,030
Interfund Cash Transfers					
Computer Services	0	31,582	5,264	5,264	5,264
Federal Grants	0	0	3,000	0	0
LID Construction	0	4,113,601	0	0	0
Refuse Disposal	94,253	66,532	116,263	127,500	127,500
Sewer Construction	1,520,830	1,741,431	76,528,000	95,994,428	95,994,428
Sewer Rate Stabiliz.	0	7,300,000	6,241,110	5,000,000	5,000,000
Transportation	0	141,391	141,391	141,391	141,391
	1,615,083	13,394,537	83,035,028	101,268,583	101,268,583
Interfund Service Reimbursements					
General	372	2,247	0	0	0
Facilities Services	0	25,073	167,000	0	0
Parks System Improvemts	0	1,741	0	0	0
Portland Intern'l Raceway	2,614	826	4,000	0	0
Refuse Disposal	69,284	67,276	35,996	53,802	53,802
Sewer Construction	22,881,969	34,513,272	0	0	0
Transportation	253,253	218,328	408,173	445,101	445,101
Water	60,206	78,391	107,502	66,200	66,200
	23,267,698	34,907,154	722,671	565,103	565,103
Beginning Fund Balance	4,209,441	5,923,566	11,082,244	8,856,456	8,906,456
TOTAL RESOURCES	\$81,775,478	\$105,801,512	\$192,085,062	\$209,111,608	\$184,936,172

SEWER SYSTEM OPERATING FUND (151)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
REQUIREMENTS					
Bureau Expenses					
<i>Personal Services</i>	\$15,657,689	\$18,924,993	\$21,402,644	\$22,648,988	\$22,648,988
<i>External Materials & Svcs</i>	15,802,918	21,214,805	38,501,467	26,609,506	26,817,823
<i>Internal Materials & Svcs</i>					
<i>General Fund</i>	514,088	841,157	1,110,530	1,122,581	1,198,907
<i>Autoport</i>	360	63,885	63,720	75,600	75,600
<i>Buildings</i>	93,820	91,994	150,000	158,620	158,620
<i>Communication Svcs</i>	339,918	476,911	489,291	566,345	408,028
<i>Computer Services</i>	106,938	353,246	100,425	157,484	157,484
<i>Facilities Services</i>	612,482	669,884	660,847	761,146	748,139
<i>Fleet Services</i>	397,622	490,095	483,076	452,413	452,413
<i>Golf</i>	0	79,025	0	0	0
<i>Insurance & Claims</i>	134,500	190,393	255,091	255,069	255,069
<i>LID Construction</i>	15,000	17,500	18,550	19,403	19,403
<i>Printing & Distribution</i>	286,234	445,835	465,534	503,443	503,443
<i>Transportation</i>	9,840,644	12,945,403	13,074,967	14,150,873	14,447,278
<i>Water</i>	1,396,612	1,566,021	1,735,065	2,387,989	2,387,989
<i>Workers' Compensation</i>	393,998	407,675	375,963	333,142	333,142
	14,132,216	18,639,024	18,983,059	20,944,108	21,145,515
<i>Capital Outlay</i>	14,605,550	23,922,964	54,195,362	69,684,694	69,684,694
<i>Equipment Cash Transfers</i>					
<i>Printing & Distribution</i>	3,716	13,072	0	0	0
<i>Communications Svcs</i>	77,362	11,200	0	0	0
<i>Fleet Services</i>	17,248	160,000	23,400	34,500	34,500
	98,326	184,272	23,400	34,500	34,500
Total Bureau Expenses	60,296,699	82,886,058	133,105,932	139,921,796	140,331,520
Fund Requirements					
<i>Contingency</i>					
<i>Gen Oper Contingency</i>	0	0	5,908,095	4,401,073	4,025,531
<i>Compensation Adjust.</i>	0	0	1,046,523	725,922	725,922
	0	0	6,954,618	5,126,995	4,751,453
<i>Interfund Cash Transfers</i>					
<i>General Fund Overhead</i>	1,357,112	1,782,841	1,936,883	2,208,016	2,208,016
<i>Gen. Fund Utility License</i>	2,762,058	3,290,206	4,371,131	4,536,539	4,536,539
<i>Communications Svcs</i>	0	0	71,550	0	16,818
<i>Fleet Services</i>	890	0	6,818	0	0
<i>Public Arts Trust</i>	48,788	0	0	5,000	5,000
<i>Refuse Disposal</i>	0	0	35,000	37,050	37,050
<i>Sewer Construction</i>	0	4,113,601	8,936,871	23,659,032	6,472,251
<i>Sewer Debt Redemption</i>	7,986,365	8,119,260	33,357,925	19,367,180	14,457,887
<i>Sewer Rate Stabilization</i>	3,400,000	3,473,350	0	10,000,000	7,869,638
<i>Transportation</i>	0	254,637	108,334	250,000	250,000
	15,555,213	21,033,895	48,824,512	60,062,817	35,853,199
<i>Unapprop. Ending Balance</i>	5,923,566	1,881,559	3,200,000	4,000,000	4,000,000
TOTAL REQUIREMENTS	\$81,775,478	\$105,801,512	\$192,085,062	\$209,111,608	\$184,936,172

City of Portland, Oregon - FY 1993-94 Adopted Budget

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The purpose of the Sewer System Operating Fund is to account for revenues and expenses associated with the development, maintenance, and operation of the City's sanitary sewer and storm drainage system. Since 1990-91, the fund has been used not only for operating expenditures, but for the Bureau's capital program as well, with reimbursement from the Sewer Construction Fund. Beginning in the 1993-94 Approved Budget, line and branch charges from the Mid-County program will be received directly into the Sewer Construction Fund rather than passing through the Operating Fund. This reduces the "connection fee" revenue shown here by about \$22.4 million in 1993-94. After 1993-94, the line and branch charges will drop off anyway, because eligible Mid-County residents must sign up for the City's Financial Assistance program by December 31, 1993 in order to take advantage of the opportunity to limit their cost of connecting to City sewers. This window of opportunity has created a two-year surge in both connection fees and line & branch charges that began in 1992-93 and will tail off after 1993-94.

The primary source of revenue for operations and debt service is sewer rates, which are planned to increase from \$52.9 million in 1992-93 to \$60.7 million in 1993-94, representing a 14.75% growth in the revenue requirement. After factoring out the revenue resulting from growth in the number of customers, sewer rates needed to increase by an average of 12.6% for single-family customers (the largest customer class) to support the budget in 1993-94. The sanitary volume rate, which is a major component of the sewer charge that businesses pay, increased by 14.0% from 1992-93 to 1993-94. As described in the Bureau of Environmental Services budget pages, the growth in rates is driven by debt service resulting from the capital budget. The operating budget is virtually level from 1992-93 to 1993-94, and \$1.4 million less than inflation. The 12.6% increase in single-family rates is about 1 percentage point less than would have been required by the bureau's original budget request, which was \$1 million higher than the figure ultimately approved.

The \$4.0 million shown above as an unappropriated ending fund balance represents "accrued" revenue or "receivables"—that is, revenue that has been "earned" by the sewer system but is not yet collected in cash. The receivables are a substantial amount because the system does its billing once every quarter instead of monthly. In 1992-93, the budgetary basis of accounting was changed so that this accrued revenue was recognized as a budgetary resource. Because the Bureau's ratemaking model already takes receivables into account, recognizing accrued revenue as a budget resource does not affect sewer rates, but it does create a higher reported balance in the budget documents. This shows up in the fund summary as a beginning balance that is higher by \$4.0 million and an offsetting "unappropriated ending fund balance" of the same amount.

SEWER SYSTEM CONSTRUCTION FUND (552)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
<i>Revenue</i>					
<i>Public Utility Charges</i>					
Connection Charges	\$0	\$0	\$0	\$0	\$21,331,781
Permit Fees	347,505	156,736	140,000	296,456	296,456
	347,505	156,736	140,000	296,456	21,628,237
<i>Miscellaneous Revenue</i>					
Interest on Investments	171,532	334,253	147,421	1,757,332	1,757,332
Bond Sales	\$0	\$0	\$0	\$0	\$31,000,000
	171,532	334,253	147,421	1,757,332	32,757,332
Total Revenue	519,037	490,989	287,421	2,053,788	54,385,569
<i>Interfund Cash Transfers</i>					
Sewer System	0	4,113,601	8,936,871	23,659,032	6,472,251
Federal Grants	523,091	239,277	378,269	0	0
Sewer System Debt Proceeds	19,290,452	28,594,335	75,659,880	30,500,000	0
	19,813,543	32,947,213	84,975,020	54,159,032	6,472,251
<i>Interfund Service Reimbursements</i>					
LID Construction	3,369,602	2,560,655	82,100	44,672	44,672
<i>Beginning Fund Balance</i>					
Unencumbered	2,428,164	1,322,821	374,830	45,166,184	45,167,184
TOTAL RESOURCES	\$26,130,346	\$37,321,678	\$85,719,371	\$101,423,676	\$106,069,676
REQUIREMENTS					
<i>Bureau Requirements</i>					
External Materials & Svcs	\$0	\$0	\$0	\$4,900,000	\$3,400,000
<i>Internal Materials & Svcs</i>					
Sewer System	22,881,969	34,513,271	0	0	0
LID Construction	0	1,686,755	0	0	0
Transportation Construction	0	0	0	0	0
	22,881,969	36,200,026	0	0	0
Capital Outlay	0	136,462	0	0	0
Total Bureau Requirements	22,881,969	36,336,488	0	4,900,000	3,400,000
<i>Fund Requirements</i>					
<i>Interfund Cash Transfers</i>					
General - Overhead	85,922	0	0	0	0
Sewer System	1,520,830	1,741,432	76,528,000	95,994,428	95,994,428
Sewer Revolving Loan	0	0	0	0	2,000,000
Transportation	107,980	0	0	0	0
LID Construction	210,824	176,294	9,086,294	125,600	125,600
	1,925,556	1,917,726	85,614,294	96,120,028	98,120,028

City of Portland, Oregon - FY 1993-94 Adopted Budget

SEWER SYSTEM CONSTRUCTION FUND (552)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>REQUIREMENTS, continued</u>					
<i>General Oper. Contingency</i>	0	0	105,077	403,648	4,549,648
<i>Unapprop. Ending Balance</i>	1,322,821	(932,536)	0	0	0
<u>TOTAL REQUIREMENTS</u>	<u>\$26,130,346</u>	<u>\$37,321,678</u>	<u>\$85,719,371</u>	<u>\$101,423,676</u>	<u>\$106,069,676</u>

EXPENDITURES – AU 172

<u>External Materials & Services</u>					
<i>546000 Refunds</i>	0	0	0	2,900,000	2,900,000
<i>549000 Miscellaneous</i>	0	0	0	2,000,000	500,000
	0	0	0	4,900,000	3,400,000
<u>Internal Materials & Services</u>					
<i>559145 Sewer Operating</i>	22,881,969	34,513,271	0	0	0
<i>559742 LID Construction</i>	0	1,686,755	0	0	0
	22,881,969	36,200,026	0	0	0
<u>Capital Outlay</u>					
<i>563000 Improvements</i>	0	136,462	0	0	0
<u>TOTAL APPROPRIATION</u>	<u>22,881,969</u>	<u>36,336,488</u>	<u>0</u>	<u>4,900,000</u>	<u>3,400,000</u>

GENERAL DESCRIPTION

The Sewer Construction Fund is a vehicle for segregating the balances that are dedicated to sewer system capital projects and for viewing the total capital expenses for those projects. The fund does not usually show direct expenditures on capital projects. Since FY 1990-91, direct expenditures for sewer system capital projects have been budgeted and incurred in the Sewer System Operating Fund along with the operating budget, and the capital expenses are reimbursed from the Sewer System Construction Fund. The major revenue source for this fund has traditionally been the proceeds from the sale of long-term bonds (until 1993-94, shown in the fund summary as a cash transfer from the Debt Proceeds Fund).

For 1993-94 (and for FY 1992-93 as well), the debt financing is supplemented by a significant amount of connection charges and line charges. (For 1992-93, the line charges were received by the Sewer Operating Fund and transferred to the Sewer Construction Fund; beginning in 1993-94, they are directly received in the Construction Fund.) This influx of revenue results from the requirement that for Mid-County residents to take advantage of the financial assistance program offered to them by the City, they must pay their part of the connection and line charges (either in cash or by signing up for financing) by December 31, 1993. This revenue is used to cash finance the construction of local sewers in the Mid-County area, not to reduce borrowing requirements for sewer projects in other parts of the City. The major jump in total requirements for this fund between 1992-93 and 1992-93 also stems from the Mid-County program, when projects formerly paid for by the LID Construction Fund became assigned to the Sewer Capital Improvement Program in order to achieve greater flexibility and achieve the lowest possible construction costs for area residents.

The Sewer capital program for 1993-94 also includes about \$19.9 million for the beginning stages of the Combined Sewer Overflow (CSO) abatement program and \$16.9 million for basic reconstruction of aging sewer pipes and facilities. These figures are up from the previous year by \$10.5 million and \$7.2 million, respectively.

SEWER SYSTEM DEBT PROCEEDS FUND (206)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenues</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$2,306,756	\$1,125,021	\$1,326,775	\$0	\$0
<i>Bond and Note Sale Proceeds</i>	0	17,002,396	96,925,149	31,000,000	0
	2,306,756	18,127,417	98,251,924	31,000,000	0
Total Revenues	2,306,756	18,127,417	98,251,924	31,000,000	0
Beginning Fund Balance	50,844,371	11,014,040	25	1,000	0
TOTAL RESOURCES	\$53,151,127	\$29,141,457	\$98,251,949	\$31,001,000	\$0
REQUIREMENTS – AU 214					
<i>External Materials and Services</i>					
	\$460,400	\$0	\$1,147,219	\$500,000	\$0
<i>Interfund Cash Transfers</i>					
<i>Sewer System Construction</i>	19,290,451	28,594,335	75,659,880	30,500,000	0
<i>Sewer System Debt Redemption</i>	22,386,236	0	19,175,000	0	0
	41,676,687	28,594,335	94,834,880	30,500,000	0
<i>Other Requirements</i>					
<i>Debt Retirement</i>	0	0	2,269,850	0	0
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	0	1,000	0
<i>Unappropriated Ending Balance</i>	11,014,040	547,122	0	0	0
TOTAL REQUIREMENTS	\$53,151,127	\$29,141,457	\$98,251,949	\$31,001,000	\$0
EXPENDITURES – AU 214					
<i>External Materials and Services</i>					
564000 Refunds	\$460,400	\$0	\$1,147,219	\$500,000	\$0
TOTAL APPROPRIATION	\$460,400	\$0	\$1,147,219	\$500,000	\$0

This fund was originally established in 1988-89 to help meet the requirements of the Tax Reform Act of 1986, and was used to account for sewer system bond and note proceeds. Proceeds from the sale of sewer system revenue debt, along with unrestricted investment income, were transferred to the Sewer System Construction Fund for the purpose of financing capital projects. Any arbitrage rebates owed to the IRS were paid from this fund, as shown in the 1990-91 figures. Since the establishment of this fund, the number and complexity of sewer bond issues has eliminated any administrative advantage there once may have been from having a separate fund. Accordingly, the fund is being closed for FY 1993-94.

SEWER SYSTEM RATE STABILIZATION FUND (632)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<u>Revenue</u>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	\$469,927	\$311,331	\$190,456	\$236,674	\$236,674
Total Revenue	469,927	311,331	190,456	236,674	236,674
<u>Transfer from Other Funds – Cash</u>					
<i>Sewer System</i>	3,400,000	3,473,350	0	10,000,000	7,869,638
Beginning Fund Balance	5,788,902	9,658,829	6,050,654	1,444,562	1,444,562
TOTAL RESOURCES	\$9,658,829	\$13,443,510	\$6,241,110	\$11,681,236	\$9,550,874
<u>REQUIREMENTS – AU 218</u>					
<u>Transfers to Other Funds – Cash</u>					
<i>Sewer System</i>	\$0	\$7,300,000	\$6,241,110	\$5,000,000	\$5,000,000
<i>General Operating Contingency</i>	0	0	0	6,681,236	4,550,874
Unappropriated Ending Balance	9,658,829	6,143,510	0	0	0
TOTAL REQUIREMENTS	\$9,658,829	\$13,443,510	\$6,241,110	\$11,681,236	\$9,550,874

The Rate Stabilization Fund was created in 1988–89 to allow for better financial management by enabling the Bureau of Environmental Services to level the natural fluctuation of sewer system revenues (primarily connection charges) from year to year. In years of high connection fee revenues, transfers from the Sewer System Operating Fund to the Rate Stabilization Fund can be made; for purposes of compliance with bond covenants, these transfers out are counted as operating expenses. Transfers back to the Operating Fund during lean years are classified as gross revenues. This financial management tool keeps debt coverage ratios safely within levels required by bond covenants, and it therefore smooths the pattern of increases in sewer rates.

The 1993–94 Budget assumes a beginning balance of approximately \$1.4 million for this fund, with a net transfer of about \$2.9 million expected to be received from the Sewer Operating Fund during the fiscal year. This reflects the impact of payments made by Mid–County property owners during 1993–94, which is the end of a two–year window of opportunity for them to participate in the Mid–County Financial Assistance Program and limit their cost of connecting to the City sewer system.

SEWER SYSTEM SAFETY NET (633)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investment</i>	\$38,491	\$14,157	\$27,500	\$82,500	\$82,500
<i>Assessment Payments</i>	778,734	340,964	0	0	0
<i>Loan Repayments</i>	42,189	7,918	100,000	100,000	100,000
	859,414	363,039	127,500	182,500	182,500
<i>State Sources</i>					
<i>Assessment Loans</i>	647,520	0	1,000,000	3,000,000	3,000,000
Total Revenue	1,506,934	363,039	1,127,500	3,182,500	3,182,500
<i>Beginning Fund Balance</i>					
<i>Unencumbered</i>	21,811	1,249,731	0	0	0
TOTAL RESOURCES	\$1,528,745	\$1,612,770	\$1,127,500	\$3,182,500	\$3,182,500
REQUIREMENTS					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$279,014	\$615,178	\$1,127,500	\$3,182,500	\$3,182,500
<i>Unappropriated Ending Balance</i>	1,249,731	997,592	0	0	0
TOTAL REQUIREMENTS	\$1,528,745	\$1,612,770	\$1,127,500	\$3,182,500	\$3,182,500
EXPENDITURES – AU 221					
<i>External Materials and Services</i>					
<i>545000 Interest</i>	711	0	27,500	82,500	82,500
<i>546000 Refunds</i>	0	0	100,000	100,000	100,000
<i>549000 Miscellaneous</i>	278,303	615,178	1,000,000	3,000,000	3,000,000
TOTAL APPROPRIATIONS	\$279,014	\$615,178	\$1,127,500	\$3,182,500	\$3,182,500

This fund was established in 1988-89 for the deposit of monies from the State Assessment Deferral Loan Fund, established under provisions of Senate Bill 878 (Chapter 695, Oregon Laws 1987). Monies in this fund will be used to pay assessments for sewer improvements of those low-income homeowners within the boundaries of the Mid-Multnomah County Sewer Project who qualify for participation in the Safety Net Program. Under this program, qualifying property owners have their sewer assessments deferred until the property ownership changes, at which time the deferred assessment is repaid to the Safety Net Fund.

SEWER REVOLVING LOAN (636)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
Revenue					
Miscellaneous Revenue					
Interest on Investment	\$0	\$0	\$0	\$0	\$0
Loan Repayments	0	0	0	0	0
	0	0	0	0	0
Total Revenue	0	0	0	0	0
Interfund Cash Transfers					
Sewer Construction Fund	0	0	0	0	2,000,000
Beginning Fund Balance	0	0	0	0	0
TOTAL RESOURCES	\$0	\$0	\$0	\$0	\$2,000,000
REQUIREMENTS					
Bureau Requirements					
External Materials & Services	\$0	\$0	\$0	\$0	\$2,000,000
Unappropriated Ending Balance	0	0	0	0	0
TOTAL REQUIREMENTS	\$0	\$0	\$0	\$0	\$2,000,000
EXPENDITURES – AU 225					
External Materials and Services					
549000 Miscellaneous-Loans	0	0	0	0	2,000,000
TOTAL APPROPRIATIONS	\$0	\$0	\$0	\$0	\$2,000,000

This fund is newly established in 1993 for the purpose of segregating financial activity relating to the private plumbing loan program, a component of the Mid-County Financial Assistance Program. The initial seed money for these loans comes from a transfer from the Sewer System Construction Fund, and the funds are to be used for loans to eligible property owners, to assist them in financing the private plumbing costs associated with their required connection to the City Sewer System. The interest rate charged will reflect the Bureau's cost of obtaining funds, including an allowance for delinquencies and administrative costs, so there is no ratepayer subsidy involved in these loans.

SEWER SYSTEM DEBT REDEMPTION FUND (351)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
Interest on Investments	\$14,028	\$14,625	\$10,030	\$269,226	\$269,226
<i>Transfers from Other Funds--Cash</i>					
Sewer System Operating	7,986,364	8,119,260	33,357,925	19,367,180	14,457,887
Sewer System Debt Proceeds	22,386,235	0	19,175,000	0	0
	30,372,599	8,119,260	52,532,925	19,367,180	14,457,887
<i>Beginning Fund Balance</i>	3,927,940	(347,464)	5,000	3,826,456	3,826,456
TOTAL RESOURCES	\$34,314,567	\$7,786,421	\$52,547,955	\$23,462,862	\$18,553,569
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
Miscellaneous	1,127	0	0	0	0
	6,704,036	7,732,878	5,383,664	13,301,962	9,603,470
<i>Other Requirements</i>					
Debt Retirement	24,040,000	2,170,000	40,714,013	4,743,962	3,533,161
General Operating Contingency	0	0	233,146	10,000	10,000
<i>Ending Fund Balance</i>					
Unappropriated Ending Balance	3,570,531	(2,116,457)	6,217,132	5,406,938	5,406,938
TOTAL REQUIREMENTS	\$34,314,567	\$7,786,421	\$52,547,955	\$23,462,862	\$18,553,569
EXPENDITURES - AU 174					
<i>External Materials and Services</i>					
5450 Interest	\$6,702,909	\$7,732,878	\$5,383,664	\$13,301,962	\$9,603,470
5490 Miscellaneous	1,127	0	0	0	0
	6,704,036	7,732,878	5,383,664	13,301,962	9,603,470
<i>Other Requirements</i>					
5781 Bonded Debt Retirement	24,040,000	2,170,000	40,714,013	4,743,962	3,533,161
TOTAL APPROPRIATION	\$30,744,036	\$9,902,878	\$46,097,677	\$18,045,924	\$13,136,631

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 and 1992 the City refunded to take advantage of lower interest rates. The projected savings to City sewer system customers is expected to be approximately \$1,900,000.

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 93-94	Interest FY 93-94
Series 1987	\$25,070,000	10/15/87	04/01/94	7.20%	1,300,000	1,300,000	93,600
			04/01/95	7.40%	1,395,000		103,230
					2,695,000		196,830
Series 1990	\$59,240,000	04/01/90	03/01/94	6.350%	1,160,000	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	539,722				
				55,925,000	1,160,000	3,906,772	
1992 Series A	\$75,590,000	10/15/92	10/01/93	5.400%	305,000	305,000	8,235
			10/01/94	5.400%	1,845,000		99,630
			10/01/95	5.400%	1,955,000		105,570
			10/01/96	5.400%	2,060,000		111,240
			10/01/97	5.400%	2,180,000		117,720
			10/01/98	5.400%	1,815,000		98,010
			10/01/99	5.400%	1,915,000		103,410
			10/01/00	5.400%	2,015,000		108,810
			10/01/01	5.400%	2,130,000		115,020
			10/01/02	5.500%	2,255,000		124,025
			10/01/03	5.500%	2,380,000		130,900
			10/01/04	5.625%	2,520,000		141,750
			10/01/05	5.750%	2,565,000		147,488
			10/01/06	5.875%	2,720,000		159,800
10/01/07	6.000%	2,890,000	173,400				
10/01/08	6.000%	3,065,000	183,900				
10/01/09	6.000%	3,260,000	195,603				
10/01/12	6.000%	37,715,000	2,262,903				
				75,590,000	305,000	4,387,414	

SEWER SYSTEM DEBT REDEMPTION FUND (351) (continued)

Revenue/Assessment Bonds

DEBT REDEMPTION SCHEDULE

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
1992 Series B	\$21,860,000	10/15/92	04/01/94	4.600%	345,000	345,000	15,870
			04/01/95	4.600%	365,000		16,790
			04/01/96	4.600%	1,875,000		86,250
			04/01/97	4.600%	1,965,000		90,390
			04/01/98	4.800%	2,055,000		98,640
			04/01/99	4.800%	2,150,000		105,350
			04/01/00	5.100%	2,260,000		115,260
			04/01/01	5.250%	2,375,000		124,688
			04/01/02	5.400%	2,500,000		135,000
			04/01/03	5.500%	2,640,000		145,200
			04/01/04	5.500%	2,780,000		152,900
			04/01/05	5.500%	475,000		26,125
Revolving Loan	\$21,860,000		06/01/94		<u>14,105,382</u>	<u>423,161</u>	<u>0</u>
TOTAL Sewer System Debt Redemption Fund					<u>\$170,100,382</u>	<u>\$3,533,161</u>	<u>\$9,603,478</u>

REFUSE DISPOSAL, BUREAU OF ENVIRONMENTAL SERVICES (155)

Service Area: Utilities

Commissioner – in – Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<i>Operating Budget:</i>					
<i>Personal Services</i>	\$343,747	\$505,073	\$567,181	\$591,808	\$591,808
<i>External Materials and Services</i>	1,495,569	1,576,883	516,716	2,104,714	2,104,714
<i>Internal Materials and Services</i>	159,189	379,222	441,816	529,647	529,126
<i>Minor Capital Outlay</i>	0	16,412	18,200	6,000	6,000
<i>Cash Transfers – Equipment</i>	0	0	9,000	0	0
Total Operating Budget	\$1,998,505	\$2,477,590	\$1,552,913	\$3,232,169	\$3,231,648
<i>Capital Improvements</i>	0	0	600,000	1,000,000	5,321,500
TOTAL BUREAU EXPENSES	\$1,998,505	\$2,477,590	\$2,152,913	\$4,232,169	\$8,553,148
<i>Allocated Overhead Costs</i>				84,353	84,353
Total Cost with Allocated Overhead				\$4,316,522	\$8,637,501
<u>Authorized Full – Time Positions</u>					
<i>Total</i>	5	11	10	10	10
<u>SOURCE OF FUNDING</u>					
Refuse Disposal Fund (157)		\$2,477,590	\$2,152,913	\$4,232,169	\$8,553,148
<u>PROGRAMS</u>					
Solid Waste Management		\$2,066,655	\$1,277,762	N/A	N/A
<i>Positions</i>		7	6	N/A	N/A
Recycling Services		410,935	875,151	N/A	N/A
<i>Positions</i>		4	4	N/A	N/A
Residential		N/A	N/A	2,626,410	2,625,889
<i>Positions</i>		N/A	N/A	6	6
Multi – Family/Commercial		N/A	N/A	510,561	510,561
<i>Positions</i>		N/A	N/A	3	3
Hazardous Waste Management		N/A	N/A	1,095,198	5,416,698
<i>Positions</i>		N/A	N/A	1	1
TOTAL PROGRAMS		\$2,477,590	\$2,152,913	\$4,232,169	\$8,553,148
<i>Positions</i>		11	10	10	10

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Refuse Disposal programs are part of the Bureau of Environmental Services, although much smaller than the sewer system that comprises the bulk of the Bureau's staff and budget. The purpose of the Refuse Disposal programs are to oversee the collection of solid waste and recycling material in the city, as well as promoting recycling and waste reduction. The solid waste and recycling collection services are performed by 61 private haulers, and the 10 – person City staff coordinates between the haulers, monitors their performance, and sets rates for the residential market. The residential market is divided into fixed geographic service territories with price regulation, while the multifamily and commercial hauling is a highly competitive market.

The residential franchising began on February 3, 1992 along with a strengthened curbside recycling collection program, which has successfully boosted monthly recycling participation in the residential sector from 39% to over 70%. In 1993 – 94, the Bureau will continue to improve that program by adding scrap paper to the list of items picked up at curbside, as well as increasing the frequency of yard debris collection from monthly to biweekly. The cost of these service improvements is mostly offset by the savings from reduced can weights as

REFUSE DISPOSAL, BUREAU OF ENVIRONMENTAL SERVICES (155)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

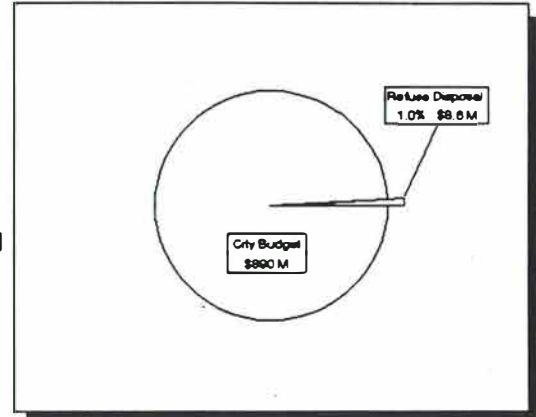
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

recycling has become popular; as a result, the 1993-94 rates for the largest customer class (one-can/week service) will increase by only 2%, from \$17.30/month to \$17.60 per month.

The 1993-94 budget also provides for continued development of multifamily recycling capacity. Through this program, recycling systems for about 250 multi-family sites will be purchased in 1993-94 by the City. The owners and managers will receive training, and ownership of the recycling systems will be transferred to the property owner after one year of a successful on-site recycling program. In 1993-94, the Bureau will also be developing industry-specific strategies for increasing recycling in the commercial sector.

The largest piece of the 1993-94 Refuse Disposal budget is a one-time capital expense: the purchase and clean-up of property at Guilds Lake in Northwest Portland. This property was formerly a municipal incinerator and landfill. Between about 1927 and 1948, the City deposited its incinerator ash at the site and covered the ash with used oil to prevent it from blowing away. As a result of this practice, soil samples in 1989 showed the presence of hazardous substances such as lead, heavy metals, and hydrocarbons from the oil. The 1993-94 budget includes \$5,321,500 for the purchase of this property and cleanup of the soil. This is funded by a 20-year taxable bond issue, to be repaid by a special solid waste surcharge imposed on haulers and by lease income from the property. The purchase-and-cleanup option is less expensive to the haulers (and, therefore, the ratepayers) than simply cleaning up the site under existing private ownership. The reason is that if the City owns the property and can therefore control its use, the cleanup process required by the State Department of Environmental Quality (DEQ) is not as extensive, since the City will be able to ensure that no one digs into the contaminated soil. The property will be used by the Bureau of Maintenance when it is in City ownership.

PERCENT OF CITY BUDGET



DESCRIPTION OF PROGRAMS

Residential Franchise:

In this program, the Bureau monitors the franchised solid waste haulers serving single-family homes or 2-, 3-, or 4-family units. It also promotes recycling and waste reduction by overseeing the curbside recycling collection system. The Bureau receives 5% of the residential haulers' gross local revenues as a franchise fee, which supports this program.

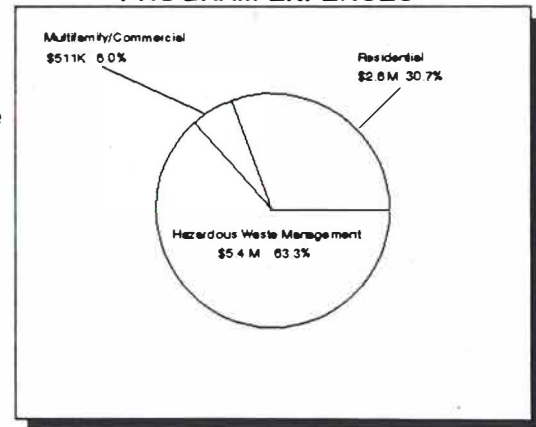
Multifamily/Commercial:

The multifamily and commercial solid waste hauling market is not regulated with franchises or price control, but the Bureau does exercise some limited oversight over the commercial and multifamily activities of the haulers. The haulers pay a permit fee for their commercial activity, which supports this program.

Hazardous Waste Management:

This program consists entirely of remediating the contaminated site of a former municipal incinerator. This activity is supported by a special surcharge established by State statute (ORS 459.211) for this purpose.

PROGRAM EXPENSES



PERFORMANCE TRENDS

Note: Information on performance trends, management objectives, and performance measures for the Refuse Disposal program is included with the Bureau of Environmental Services budget pages.

REFUSE DISPOSAL, BUREAU OF ENVIRONMENTAL SERVICES (155)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$255,251	\$361,781	\$399,869	\$422,983	\$422,983
512000 Part-Time/Limited-Term Employees	412	15,102	14,968	20,628	20,628
514000 Overtime	373	179	0	0	0
515000 Premium Pay	848	439	0	0	0
517000 Benefits	86,863	127,572	152,344	148,197	148,197
Total Personal Services	\$343,747	\$505,073	\$567,181	\$591,808	\$591,808
521000 Professional Services	\$403,717	\$421,695	\$343,256	\$217,000	\$217,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	9,177	80,629	2,000	48,350	48,350
531000 Office Supplies	350	1,787	1,500	1,350	1,350
532000 Operating Supplies	3,973	27,624	1,200	900	900
533000 Repair & Maintenance Supplies	0	0	6,900	1,100	1,100
534000 Minor Equipment	71,343	997,746	150,700	126,614	126,614
535000 Clothing	0	0	0	0	0
539000 Other Commodities	1,074	340	0	0	0
541000 Education	1,285	4,900	3,000	4,100	4,100
542000 Local Travel	5	23	1,000	300	300
543000 Out-of-Town Travel	3,559	3,735	(13,840)	5,000	5,000
544000 External Rent	0	6,137	20,000	0	0
545000 Interest	0	0	0	0	175,000
546000 Refunds	0	12,502	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	1,001,086	19,765	1,000	1,700,000	1,870,500
Subtotal External Materials & Services	\$1,495,569	\$1,576,883	\$516,716	\$2,104,714	\$2,450,214
551000 Fleet Services	\$491	\$524	\$5,918	\$5,423	\$5,423
552000 Printing/Distribution	25,307	77,465	67,941	87,465	87,465
553000 Facilities Services	0	0	0	28,363	27,842
554000 Communications	2,125	3,487	9,049	9,214	9,214
555000 Data Processing	0	0	0	0	0
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	131,266	297,746	358,908	399,182	399,182
Subtotal Internal Materials & Services	\$159,189	\$379,222	\$441,816	\$529,647	\$529,126
Total Materials & Services	\$1,654,758	\$1,956,105	\$958,532	\$2,634,361	\$2,979,340
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	600,000	1,000,000	4,976,000
564000 Equipment	0	16,412	18,200	6,000	6,000
Total Capital Outlay	\$0	\$16,412	\$618,200	\$1,006,000	\$4,982,000
573000 Cash Transfers – Equipment	\$0	\$0	\$9,000	\$0	\$0
Total Bureau Expenses	\$1,998,505	\$2,477,590	\$2,152,913	\$4,232,169	\$8,553,148

REFUSE DISPOSAL, BUREAU OF ENVIRONMENTAL SERVICES (155)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
1831	Solid Waste Director	1	1	1	47,502	0	0	0	0
3359	Public Works Project Manager	0	0	0	0	2	105,428	2	105,428
3359	Senior Project Coordinator	0	0	1	51,137	0	0	0	0
3231	Senior City Planner	0	0	0	0	1	39,755	1	39,755
3229	City Planner	1	1	1	36,526	0	0	0	0
3163	Engineering Associate B	1	0	0	0	0	0	0	0
3133	Project Coordinator	1	0	0	0	0	0	0	0
3109	Technician III	0	3	2	89,273	2	94,760	2	94,760
2210	Field Representative	0	2	2	51,616	2	61,434	2	61,434
827	Management Analyst	0	1	0	11,398	0	0	0	0
7492	Community Relations Coordinator	0	0	0	0	2	95,777	2	95,777
809	Urban Svcs Public Involvement Coordinator	0	2	2	93,156	0	0	0	0
114	Clerical Specialist	1	1	1	19,261	1	25,829	1	25,829
TOTAL FULL-TIME POSITIONS		5	11	10	399,869	10	422,983	10	422,983

REFUSE DISPOSAL FUND (157)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
Licenses and Permits					
Public Utility Licenses	\$0	\$137,559	\$1,533,172	\$1,952,281	\$1,952,281
Other Licenses - Commercial	0	960	612,031	0	0
	0	138,519	2,145,203	1,952,281	1,952,281
Service Charges & Fees					
Public Utility/Works Charges	253,592	1,383,610	534,000	525,000	525,000
Rents & Reimbursements	230,000	120,000	120,000	5,600	5,600
	483,592	1,503,610	654,000	530,600	530,600
Local Government Sources					
Local Cost Sharing	0	11,454	0	0	0
Miscellaneous Revenues					
Interest on Investments	160,602	90,858	100,000	65,000	65,000
Bond Sales	0	0	0	0	5,840,000
Other Miscellaneous	381,527	23,641	0	34,000	34,000
	542,129	114,499	100,000	99,000	5,939,000
Total External Revenue	1,025,721	1,768,082	2,899,203	2,581,881	8,421,881
Interfund Cash Transfers					
Federal and State Grants	282,420	870,902	0	0	0
Sewer System Operating	0	0	35,000	37,050	37,050
	282,420	870,902	35,000	37,050	37,050
Interfund Service Reimbursements					
Housing & Community Develop	0	12,502	15,000	15,000	15,000
Beginning Fund Balance	2,097,803	1,299,783	1,250,000	2,070,775	1,070,775
TOTAL RESOURCES	\$3,405,944	\$3,951,269	\$4,199,203	\$4,704,706	\$9,544,706
REQUIREMENTS					
Bureau Expenses					
Personal Services	\$343,747	\$505,073	\$567,181	\$591,808	\$591,808
External Materials & Services	1,495,569	1,576,883	516,716	2,104,714	2,450,214
Internal Materials & Services					
General Fund	61,982	30,000	42,500	127,600	57,600
Sewer System Operating	69,284	67,276	35,996	83,802	53,802
Buildings	0	200,470	280,412	187,780	287,780
Facilities Services	0	0	0	28,363	27,842
Fleet Services	491	524	5,918	5,423	5,423
Communications Services	2,125	3,487	9,049	9,214	9,214
Printing/Distribution Services	25,307	77,465	67,941	87,465	87,465
	159,189	379,222	441,816	529,647	529,126
Capital Outlay	0	16,412	618,200	1,006,000	4,982,000
Equipment Cash Transfers					
Fleet Services	0	0	9,000	0	0
Total Bureau Expenses	1,998,505	2,477,590	2,152,913	4,232,169	8,553,148

REFUSE DISPOSAL FUND (157)

FUND SUMMARY

	<i>Actual</i> FY 90-91	<i>Actual</i> FY 91-92	<i>Revised Budget</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
<u>REQUIREMENTS, continued</u>					
<u>Fund Requirements</u>					
<i>Contingency</i>					
General Operating Contingency	0	0	100,989	201,509	205,530
Compensation Adjustments	0	0	0	22,175	22,175
	0	0	100,989	223,684	227,705
<i>Interfund Cash Transfers</i>					
General-Overhead	\$13,403	\$58,118	\$63,538	\$84,353	\$84,353
General-Bus. License Offset	0	45,260	65,000	37,000	37,000
Communications Svcs	0	0	500	0	0
Sewer System Operating	94,253	66,532	116,263	127,500	127,500
	107,656	169,910	245,301	248,853	248,853
<i>Unappropriated Ending Balance</i>	1,299,783	1,303,769	1,700,000	0	515,000
TOTAL REQUIREMENTS	\$3,405,944	\$3,951,269	\$4,199,203	\$4,704,706	\$9,544,706

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The purpose of the Refuse Disposal Fund is to account for the expenses and revenues associated with the City's oversight of solid waste collection activities in Portland as well as efforts to reduce the amount of solid waste through recycling and waste reduction. The fund is managed by the Bureau of Environmental Services. Historically, the fund was used to receive rental income from the Metropolitan Service District (Metro) for the city-owned St. Johns Landfill. However, the St. Johns Landfill closed in January 1991 and the responsibility for the site has passed to Metro through intergovernmental agreement. Metro now receives the material from local garbage haulers in a transfer station and then trucks it to landfills in Eastern Oregon. The 1993-94 budget includes a one-time \$1.7 million payment to Metro as part of the final agreement for closing the St. Johns Landfill.

Besides the closure of the St. Johns landfill, the other major change in recent years to the Refuse Disposal Fund has been the February 3, 1992 implementation of franchises for residential garbage haulers, accompanied by weekly curbside recycling. For the Refuse Disposal Fund, this has meant a change in the primary source of revenue. Whereas in the past the fund received the rent for the St. Johns Landfill and a tonnage fee from the haulers dedicated to recycling programs, now the fund receives a franchise fee from the residential haulers amounting to 5% of their gross local revenue.

The "Public Works/Utility Charges" revenue is a hazardous waste site remediation surcharge for the clean-up of the Guilds Lake site in NW Portland, which was formerly a municipal incinerator and landfill. According to the most recent analysis, the most cost-effective way to remediate this site is for the City to purchase it with bond proceeds, lease out a portion of it to private parties and allow the remainder to be used by the Bureau of Maintenance. The portion of this debt service not covered by private lease payments would be covered by the special surcharge to solid waste haulers. The reason the purchase-and-clean-up alternative is less costly to the solid waste ratepayers than simply cleaning up the site under existing ownership is that if the City owns the property and can therefore control its use, the cleanup process required by DEQ is not as extensive, since the City will be able to ensure that no one digs into the contaminated soil. For that reason the Adopted Budget shows \$5,840,000 in bond sale revenue coming into this fund in 1993-94.

REFUSE DISPOSAL (157)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on bonds issued to finance solid and hazardous waste remediation projects. The debt service is paid by customers of the refuse disposal system and income from the property.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Taxable Series 1993	\$5,765,000	08/01/93	08/01/94	6.07%	145,000	0	8,803
					155,000		9,410
					165,000		10,017
					170,000		10,321
					185,000		11,232
					195,000		11,839
					205,000		12,446
					220,000		13,356
					235,000		14,267
					255,000		15,481
					275,000		16,696
					290,000		17,606
					315,000		19,124
					335,000		20,338
					360,000		21,856
					390,000		23,677
					415,000		25,195
450,000		27,320					
485,000		29,445					
520,000		31,570					
TOTAL Refuse Disposal Debt Service					\$5,765,000	\$0	\$175,000

BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$18,661,354	\$20,048,675	\$21,468,679	\$22,699,535	\$22,699,535
<i>External Materials and Services</i>	5,228,287	5,478,661	7,876,041	7,450,890	7,250,873
<i>Internal Materials and Services</i>	5,281,330	5,862,362	6,536,848	6,613,538	6,910,757
<i>Minor Capital Outlay</i>	623,927	556,248	986,855	614,560	614,560
<i>Cash Transfers-Equipment</i>	263,037	301,165	446,837	93,000	93,000
Total Operating Budget	\$30,057,935	\$32,247,111	\$37,315,260	\$37,471,523	\$37,568,725
<i>Capital Improvements</i>	7,540,128	11,759,523	17,325,045	12,080,000	12,080,000
TOTAL BUREAU EXPENSES	\$37,598,063	\$44,006,634	\$54,640,305	\$49,551,523	\$49,648,725
<i>Allocated Overhead Costs</i>				1,578,924	1,578,924
<i>Total Cost with Allocated Overhead</i>				\$51,130,447	\$51,227,649
Authorized Full-Time Positions					
<i>Total</i>	490	494	507	509	509
SOURCE OF FUNDING					
Water Fund (153)		\$44,006,634	\$54,640,305	\$49,551,523	\$49,648,725
PROGRAMS					
Administration		\$1,213,560	\$3,030,401	\$2,802,614	\$2,791,316
<i>Positions</i>		10	11	11	11
Finance and Support Services		5,502,130	4,096,678	4,215,538	4,324,038
<i>Positions</i>		41	42	43	43
Customer Services		3,298,685	4,741,248	4,706,144	4,706,144
<i>Positions</i>		68	71	72	72
Water Distribution		22,535,334	27,196,479	25,173,103	25,173,103
<i>Positions</i>		283	286	286	286
Water Supply		5,563,063	8,160,543	8,346,686	8,346,686
<i>Positions</i>		66	68	68	68
Water Quality		5,893,862	7,414,956	4,307,438	4,307,438
<i>Positions</i>		26	29	29	29
TOTAL PROGRAMS		\$44,006,634	\$54,640,305	\$49,551,523	\$49,648,725
<i>Positions</i>		494	507	509	509

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Water Works is charged with the construction, maintenance and operation of the municipal water system. The Bureau ensures that system provides sufficient quantities of high quality water to satisfy the existing and future needs of the community. Altogether, over 700,000 persons (approximately one-third of the State of Oregon's population) are served by the Portland Water Bureau.

The Water Bureau's staffing level, over a 20-year period, has increased by only 3% as its service area has grown by one-third and the number of retail customers has increased by 16,500, primarily through annexations. During this period, the Bureau has also been required to expand programs in water quality, watershed management, and conservation while maintaining current level of services in all programs through operational efficiencies. Efficiencies already underway by Bureau will continue: Control Center, return-to-work programs, automation and computerization, organizational development, etc.

BUREAU OF WATER WORKS (180)

Service Area: Utilities

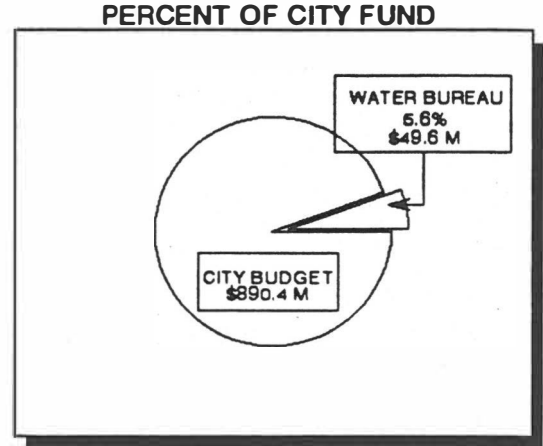
Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The FY1993-94 Budget for the Bureau of Water Works is \$49,648,725, 5.6% of the total City budget. The Water Bureau budget consists of an operating budget of \$37,568,725 and a Capital Improvement Program (CIP) budget of \$12,080,000. This total reflects a decrease of \$4,991,580 from the FY1992-93 Revised Budget, due to a decrease in the capital budget requirements for the year.

The staffing level for FY1993-94 includes a total of 509 positions, compared with 507 in FY1992-93, an increase of two new positions: a Customer Account Specialist to assist with public contact regarding metered sewer billing, seasonal pricing and other billing questions, and a Computer Assistant to assist with computer training throughout the Bureau. These new positions are budgeted within the current service level funding.



The Water Bureau FY1993-94 budget maintains its current service level; the following are service highlights:

- On-going Conservation program including a summer peaking program.
- Ongoing monitoring and maintenance of Columbia South Shore wellfield with anticipated higher level of operation based upon favorable wellfield test results.
- Continued development and implementation of new Customer Billing and Information System.
- Pursue opportunities for joint business functions and meter reading with other utilities.
- West Side Light Rail Project - All project costs to be reimbursed by Tri-Met.
- Regional Water Supply Plan, Phase 2. A jointly funded study to develop phased strategies for meeting the region's future water supply needs.
- A \$24.5 million bond sale is scheduled in July 1993 to finance capital improvements over the next three years.

This budget includes a 6.9% rate increase in a typical residential water bill which results from:

2.7%	Expenditure increase
1.9%	Debt Service Increase (1993 Bonds)
1.8%	Reduced Interest Earnings
0.5%	Wholesaler Rate Shift
<u>6.9%</u>	

The Bureau originally proposed a 9.7% rate increase. After review, the increase was brought down by decreasing operating costs and restructuring a \$24.5 million bond sale.

This rate will increase the typical residential monthly water bill from \$11.21 to \$11.80. The original proposed rate increase was reduced from 9.7% to 6.9%; 1% came from a decrease in operating materials and services and 1.8% from restructuring debt. The retail water rate reflects a restructuring and retiming of the \$24.5 million bond sale in order to "smooth out" the impact of the water rate increase on the customer, at the same time that the sewer rate will be increasing significantly. The rate increase forecast for the next five years is: 6.9%, 6.8%, 6.8%, 5.6% and 5.2%.

The rate calculation assumes historic water demand levels, excluding last summer's drought level. If, due to conservation efforts or other conditions, demand falls below these assumptions, rate adjustments may need to be reviewed. A seasonal pricing structure has been approved by the City Council and can be implemented based on water supply conditions.

In FY1993-94, a functional analysis and consolidation study of Water and Sewer operations will be undertaken. Other Budget Notes focus on new operational approaches to providing services such as consolidation of customer service functions with other utilities, emergency crew scheduling, and maintenance/ operations function alternatives such as contracting out for services.

BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

DESCRIPTION OF PROGRAMS

Administration:

The Administration Program, 5.6% of the Bureau's budget manages the Bureau of Water Works' strategic planning; overall planning for financial and capital improvement projects; on-going relationships with outside water purveyors; legislative coordination; water conservation planning; community relations and public information; annexations coordination; and the Bureau's organizational development, training and education programs.

Finance and Support Services

The Finance Program, 8.7% of the bureau's budget, is responsible for all central financial, administrative, personnel, information services and office support activities within the Water Bureau. The Administrative services section performs personnel, accounting, budgetary and financial planning and monitoring activities of the Bureau, including preparation of five-year financial plans, annual revisions of cost-of-service based rates. The Information Services section is responsible for information system development and operation of the Bureau's data processing systems. The Office Support section performs word processing, telephone, and clerical support for the Bureau.

Customer Services:

The Customer Services program is 9.5% of the bureau's budget and is the Bureau's primary customer contact. It includes: the Meter Reading and Inspection section which performs all field activities including regularly scheduled meter reading, delinquent account notification, and leak repair notification; the Customer Accounts section which is responsible for all billing, collecting, reporting, resolving complaints, and addressing customer inquiries about water and sewer fees charged by the City; and the Conservation section which is responsible for direct customer conservation programs.

Water Distribution:

The Water Distribution program is to ensure that a reliable and adequate water system is available to satisfy the current and future needs of the community. It consists of Maintenance and Engineering Services and requires 50.7% of the bureau's budget. This program includes operation, maintenance, and improvement of the water distribution system including: mains, water control valves, services and meters, fire hydrants, drinking fountains and decorative fountains.

Water Supply:

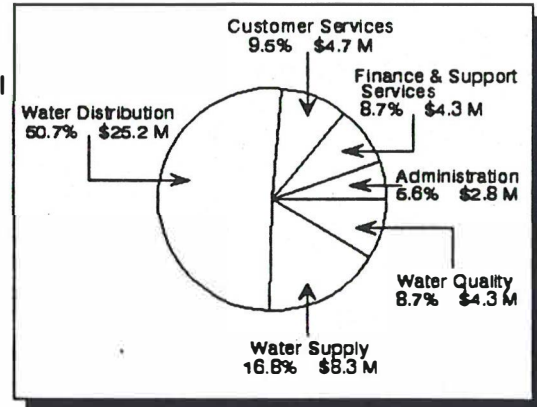
The Water Supply program is 16.8% of the bureau's budget and is responsible for the efficient operation and maintenance of the supply system which provides water to City customers and other wholesale purveyors. It includes the Supply section within the Water System Operations group and is responsible for the maintenance and operations of all facilities in the Bull Run watershed and the Columbia South Shore wellfield, the conduits that carry water to the City, terminal storage reservoirs, tanks, pumping units, water chlorination facilities, pressure regulators, and the new Water Control Center.

Water Quality:

The Water Quality program, 8.7% of the Water Bureau's budget, is responsible for protecting the natural resources upon which the City's water supply depends, and for ensuring the integrity of the water quality throughout the water system. It consists of four Water System Operations sections: Administration and Public Involvement responsible for addressing legislative, regulatory and public information issues; Resource Protection section responsible for watershed and groundwater resource management and coordination with Federal and State agencies; the Distribution System Protection and Treatment section which assures compliance with water quality regulation and investigates customer water quality complaints; and the Laboratory Services section which performs collection and testing of water samples.

SUMMARY OF BUREAU EXPENSES

PROGRAM EXPENSES



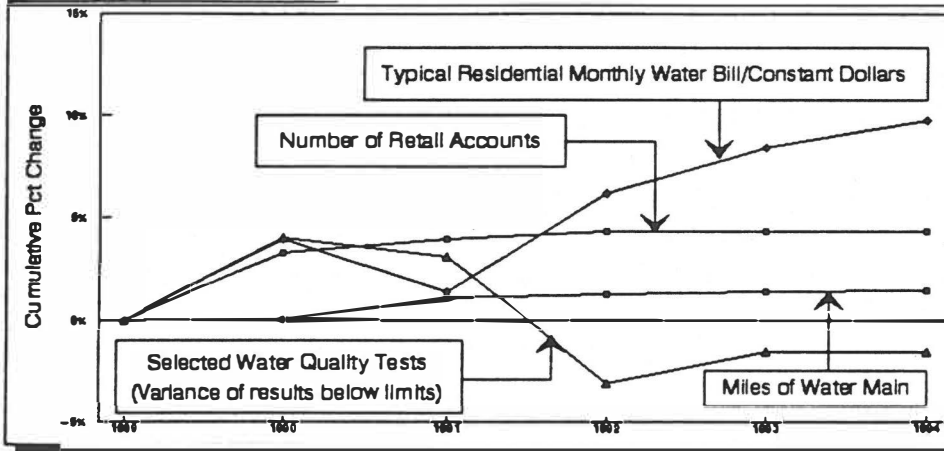
BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

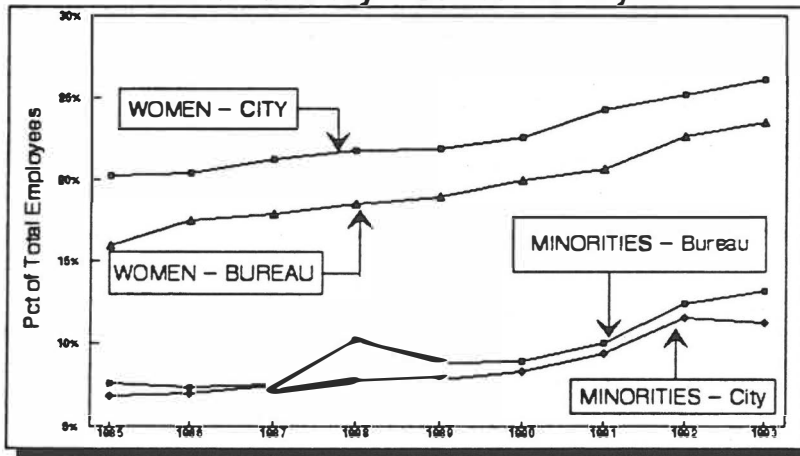
SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



- Monthly Residential Water Bill
 - In constant dollars, monthly water bill trend is increasing
- Number of Retail Accounts
 - Increasing at a constant rate - about 4% annually.
- Selected Water Quality Tests
 - Test results consistently better than required. Trends show fluctuation in the degree that results are below limits.
- Miles of Water Mains
 - Increasing at a constant rate - about 2% annually.

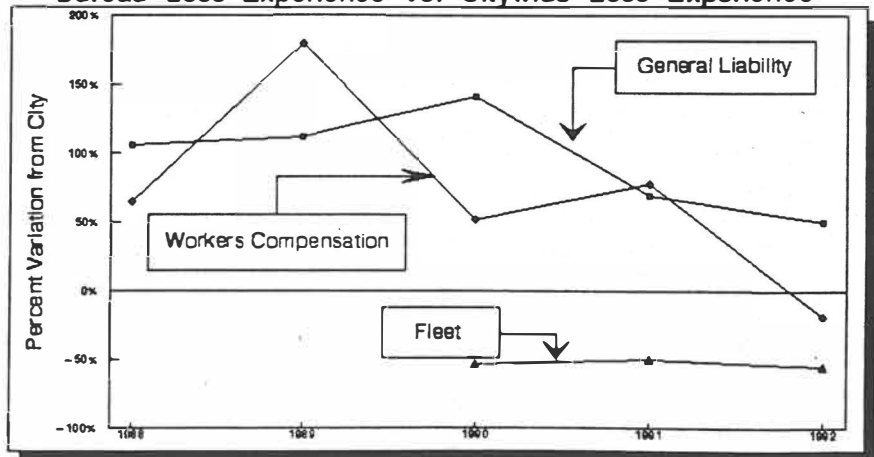
Workforce Diversity - Bureau vs. Citywide



- The Bureau has slightly exceeded the City average for minority employment every year.
- The Bureau is consistently about 15% below the City average for employment of women.
- Special employment programs will enhance the Bureau's ability to address affirmative action goals.

- General Liability reflects the Bureau's higher number of claims than City experience. Recent downward trend due to decreased cost per claim.
- New Bureau programs aimed at reducing injury has significantly decreased the number and cost of Workers Compensation claims. Bureau est. \$250,000 annual savings.
- The est. annual savings from a 15% reduction in total claims is \$55,000.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner—in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Water Works has identified the following primary objectives for FY 1993–94:

- *Actively pursue women and minority employment through implementation of an Affirmative Action program including outreach activities, job fair participation, joint recruitment opportunities, intern and youth employment activities.*
- *Actively pursue water conservation through implementation of the Water Conservation program including distribution of water savings kits, brochures, and coupons for efficient watering devices.*
- *Actively pursue long–range regional water supply planning through implementation of Phase II of the Regional Water Supply Study.*
- *Successfully develop an implementation plan for the new Customer Billing and Information System (CBIS) and submit recommendations to City Council.*
- *Continue implementation of the Bureau's Organizational Development/Organization Analysis program including introductory and intermediate training, group development work, work process analysis and group strategic planning.*
- *Implement the Bureau's Capital Improvement Program.*

The Bureau of Water Works has identified the following on–going objectives:

- *Satisfactorily address legal and regulatory water issues at the local, state and federal levels as they arise.*
- *Actively pursue and resolve environmental issues constraining the wellfield including the recovery of damages from responsible parties.*

MAJOR BUDGET NOTES

- **Business Function Consolidation:** an action plan for the consolidation of customer service functions with other private utilities.
- **Emergency Crew Scheduling:** complete study of dispatch function and implementation of revised scheduling approach.
- **Maintenance/Operations Functions:** Bureau to assess alternatives for the provision of services such as grounds maintenance; include consideration of contracting out these services either externally with the private sector or internally with city bureaus.
- **Cost Benefit Analysis** for major infrastructure projects to be conducted in accordance with guidelines and procedures developed by the Capital Review Committee. These guidelines are to be completed prior to the initiation of the next capital budgeting process.

EFFECTIVENESS MEASURES

	<i>Actual</i> <i>FY 91–92</i>	<i>Revised</i> <i>FY 92–93</i>	<i>Proposed</i> <i>FY 93–94</i>	<i>Adopted</i> <i>FY 93–94</i>
• % of months that U.S. EPA and State water quality standards are attained in FY1993–94.	100%	100%	100%	100%
• % of time water delivered meets customer demand at standard levels of water pressure.	100%	100%	100%	100%
• % of time in which standard levels of water pressure (between 20 to 110 lbs.) are maintained at a point of delivery to the customer.	99.9%	99.0%	99.0%	99.0%

BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

EFFECTIVENESS MEASURES (Cont'd)

• % of time in which three days of average water demand is available in storage.	100%	100%	100%	100%
• % of customers with unplanned water disruptions resolved within 24 hours.	100%	100%	100%	100%
• % of out-of-service fire hydrants returned to service within 5 days of work request.	90%	90%	90%	90%

EFFICIENCY MEASURES

• Operating cost per capita	\$43.50	\$47.60	\$51.50	\$51.50
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WORKLOAD MEASURES

• % of CIP implemented	70%	100%	85%	85%
• % of affirmative action personnel appointments:				
skilled craft	--	--	33%	33%
service/maintenance worker classes	--	--	50%	50%
• No. of multi-year Financial Plans prepared.	2	2	2	2
• No. of Rate Ordinances approved by City Council	1	1	1	1
• % variance of Water Fund ending balance with Financial Plan estimate.	25%	6%	5%	5%
• No. of Financial Statements and Disclosures prepared for Annual Reports.	4	4	4	4
• % of meters read as scheduled.	99.5%	99.0%	99.0%	99.0%
• % of accounts billed within two days of meter reading.	98%	98%	99%	99%
• % of active accounts collected within 50 days of billing.	98%	98%	98%	98%
• % of system emergency sites reached within 30 minute:	100%	100%	100%	100%
% of unplanned water disruptions resolved within 24 hrs	100%	100%	100%	100%
% of out-of-service fire hydrants returned to service within five days	90%	90%	90%	90%

BUREAU OF WATER WORKS (180)

Service Area: Utilities

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BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$14,251,916	\$15,476,623	\$16,900,711	\$18,037,389	\$18,037,389
512000 Part-Time/Limited-Term Employees	372,381	315,339	355,717	440,502	440,502
514000 Overtime	468,574	483,414	428,574	413,335	413,335
515000 Premium Pay	91,463	117,988	92,532	106,552	106,552
517000 Benefits	5,724,573	6,313,908	6,833,295	7,133,727	7,133,727
Total Personal Services	\$20,908,907	\$22,707,272	\$24,610,829	\$26,131,505	\$26,131,505
521000 Professional Services	\$2,372,143	\$1,649,782	\$4,159,075	\$4,143,080	\$4,096,080
522000 Utilities	917,792	1,007,104	1,221,000	1,276,500	1,276,500
523000 Equipment Rental	95,672	45,206	25,100	50,540	50,540
524000 Repair & Maintenance	425,819	319,260	417,015	461,005	461,005
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	497,306	721,033	1,211,514	1,119,410	919,410
531000 Office Supplies	63,573	83,037	85,100	81,495	81,495
532000 Operating Supplies	698,872	733,073	832,780	858,200	858,200
533000 Repair & Maintenance Supplies	2,134,249	2,253,776	2,491,300	2,501,510	2,501,510
534000 Minor Equipment	128,453	202,909	313,625	248,410	248,410
535000 Clothing	45,258	59,864	102,680	89,525	89,525
539000 Other Commodities	47,418	23,956	17,140	12,740	12,740
541000 Education	107,625	107,016	168,680	188,083	188,083
542000 Local Travel	9,152	11,037	13,750	23,025	23,025
543000 Out-of-Town Travel	119,244	75,920	161,982	144,337	144,337
544000 External Rent	4,187	74,742	92,330	81,000	81,000
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	417,123	177,136	283,160	415,710	462,693
Subtotal External Materials & Services	\$8,083,886	\$7,544,851	\$11,596,231	\$11,694,570	\$11,494,553
551000 Fleet Services	\$1,490,449	\$1,807,442	\$1,915,578	\$2,094,921	\$2,094,921
552000 Printing/Distribution	494,583	550,207	542,325	710,223	710,223
553000 Facilities Services	616,119	600,358	759,162	618,803	607,505
554000 Communications	430,758	411,440	486,996	538,069	538,069
555000 Data Processing	815,729	981,575	908,154	898,336	898,336
556000 Insurance	1,039,323	1,003,832	1,298,592	1,276,532	1,276,532
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	917,737	1,234,240	1,388,991	1,348,354	1,656,871
Subtotal Internal Materials & Services	\$5,804,698	\$6,589,094	\$7,299,798	\$7,485,238	\$7,782,457
Total Materials & Services	\$13,888,584	\$14,133,945	\$18,896,029	\$19,179,808	\$19,277,010
561000 Land	(\$110)	\$44,127	\$195,000	\$39,000	\$39,000
562000 Buildings	0	987,530	3,285,640	10,000	10,000
563000 Improvements	2,088,902	5,376,840	5,757,190	3,329,750	3,329,750
564000 Equipment	448,743	614,848	1,428,780	617,060	617,060
Total Capital Outlay	\$2,537,535	\$7,023,345	\$10,666,610	\$3,995,810	\$3,995,810
573000 Cash Transfers – Equipment	\$263,037	\$310,546	\$466,837	\$244,400	\$244,400
Total Bureau Expenses	\$37,598,063	\$44,175,108	\$54,640,305	\$49,551,523	\$49,648,725

BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	FY 93-94	FY 93-94	FY 93-94	FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
1744	Water Bureau Director	1	1	1	\$72,495	1	\$76,872	1	\$76,872
0114	Clerical Specialist	15	12	10	247,539	8	202,352	8	202,352
[0124]	Support Service Supervisor	1	1	1	27,019	0	0	0	0
0115	Supervising Clerk	1	1	1	27,019	1	27,833	1	27,833
0116	Office Manager I	1	2	2	61,388	2	62,786	2	62,786
0131	Cust Acct Specialist I	19	23	25	661,936	26	683,767	26	683,767
0132	Cust Acct Specialist li	4	4	4	114,340	5	147,204	5	147,204
0140	Data Entry Clerk	3	2	3	63,328	3	67,906	3	67,906
0220	Secretarial Clerk I	5	6	6	134,909	6	131,428	6	131,428
0221	Secretarial Clerk li	2	3	3	69,387	3	72,642	3	72,642
0222	Secretarial Assist	1	1	1	26,246	1	27,040	1	27,040
0315	Service Dispatcher	2	2	2	54,998	2	56,668	2	56,668
0345	Word Processing Op 1	2	1	1	24,847	1	25,599	1	25,599
0410	Storekeeper	3	3	3	88,824	3	91,517	3	91,517
0411	Stores Supervisor I	1	1	1	33,972	1	34,034	1	34,034
0413	Stores System Manager	1	1	1	44,474	1	46,959	1	46,959
0510	Accounting Assistant	2	2	2	50,154	1	25,829	1	25,829
0514	Associate Accountant	3	3	3	78,441	3	86,585	3	86,585
0515	Sr Accountant	2	2	2	70,198	2	72,287	2	72,287
[0133]	Customer Accounts Supervisor	4	4	4	131,323	0	0	0	0
0530	Accounting Supervisor I	0	0	0	0	5	201,155	5	201,155
[0517]	Utilities Accountant	3	3	3	127,639	0	0	0	0
0531	Accounting Supervisor li	0	0	0	0	2	89,654	2	89,654
0610	Human Resources Analyst	0	0	0	0	1	42,386	1	42,386
[0827]	Mgmt Analyst	0	1	1	38,222	0	0	0	0
0612	Sr. Human Resources Analy	0	0	0	0	1	40,716	1	40,716
[0650]	Train/Devel Officer	1	1	1	40,820	0	0	0	0
0614	Human Resources Coor	0	0	0	0	1	46,040	1	46,040
0816	Sr Admin Spec [Admin Analyst Tech]	1	1	2	51,231	1	27,294	1	27,294
[1760]	Water Op Sched Spec	2	2	2	74,584	0	0	0	0
0819	Admin Assistant	0	0	0	0	4	146,015	4	146,015
[0826]	Asst Mgmt Analyst	2	3	3	94,127	0	0	0	0
0826	Asst. Fin. Analyst [0950]	1	1	0	0	1	33,859	1	33,859
[0827]	Mgmt Analyst	1	1	1	39,651	0	0	0	0
0827	Financial Analyst [0829]	1	1	2	77,214	2	75,704	2	75,704
[0828]	Sr. Mgmt. Analyst	1	1	1	42,037	0	0	0	0
[0833]	Sr. Fin. Anaylst	3	3	3	137,934	0	0	0	0
0828	Sr. Fin. Analyst [0833]	0	0	1	44,196	6	278,940	6	278,940
[0368]	Data Entry Coordinator	0	1	1	31,863	0	0	0	0
0920	Admin. Supervisor I	0	0	0	0	1	34,556	1	34,556
[0117]	Office Manager li	2	1	1	33,846	0	0	0	0
0922	Admin. Supervisor li	0	0	0	0	1	37,765	1	37,765
[0548]	Admin Serv Director	1	1	1	54,351	0	0	0	0
[1716]	Customer Accounts Manager	1	1	1	51,407	0	0	0	0
0928	Bureau Admin. Manager	0	0	0	0	2	110,184	2	110,184
0943	Economist li	1	1	1	50,363	1	52,250	1	52,250
[0826]	Asst Mgmt Analyst	1	1	1	29,263	0	0	0	0
0962	Asst Program Special	0	0	0	0	2	72,262	2	72,262
0964	Program Specialist	0	0	1	34,932	3	112,855	3	112,855
[0852]	Loss Control Officer	1	1	1	46,583	0	0	0	0
[0827]	Mgmt Analyst	1	1	1	39,651	0	0	0	0
0968	Program Manager I	0	0	0	0	2	92,744	2	92,744
[0828]	Sr. Mgmt. Analyst	1	1	1	45,978	0	0	0	0
		98	102	106	3,268,729	106	3,433,688	106	3,433,688

BUREAU OF WATER WORKS (180)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	FY 92-93	FY 93-94	FY 93-94	FY 93-94	FY 93-94
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		98	102	106	3,268,729	106	3,433,688	106	3,433,688
[0833]	Sr. Fin. Analyst	1	1	1	43,326	0	0	0	0
[0847]	Community Serv Director	1	1	1	40,048	0	0	0	0
[1765]	Water Op Sched Coordinator	1	1	1	41,906	0	0	0	0
0970	Program Manager li	0	0	0	0	4	181,492	4	181,492
[1747]	Water Serv Officer	1	1	1	52,451	0	0	0	0
0972	Program Manager lii	0	0	0	0	1	59,508	1	59,508
[1708]	Asst Sr Wtr Serv Insp	1	1	1	32,844	0	0	0	0
1052	Asst Trades Supervisor	0	0	0	0	1	33,294	1	33,294
[1422]	Carpenter Foreman	1	1	1	38,043	0	0	0	0
[1515]	Welder Foreman	1	1	1	38,043	0	0	0	0
[1712]	Sr Water Serv Insp	1	1	1	39,964	0	0	0	0
1054	Trades Supervisor	0	0	0	0	3	122,864	3	122,864
1115	Bldg Maint Mechanic	1	1	1	33,575	1	34,577	1	34,577
[1734]	Water Op Foreman	1	1	1	39,401	0	0	0	0
1134	Sr. Fac. & Maint. Su	0	0	0	0	1	42,857	1	42,857
1212	Water Wks Helper	19	19	19	499,871	18	497,402	18	497,402
1218	Utility Worker	76	74	74	1,951,717	73	2,126,320	73	2,126,320
1223	Sr Utility Worker	1	1	1	29,733	1	30,631	1	30,631
1283	Water Svc Mech Appr	7	7	7	220,644	7	231,514	7	231,514
1311	Auto Equip Oper li	14	14	14	416,262	14	428,833	14	428,833
1313	Auto Equip Oper lii	1	1	1	29,524	1	32,280	1	32,280
1315	Constr Equip Oper I	1	1	1	31,612	1	32,552	1	32,552
1316	Constr Equip Oper li	15	15	15	497,107	15	514,901	15	514,901
1410	Concrete Finisher	2	2	2	67,150	2	69,155	2	69,155
1420	Carpenter	6	6	6	201,450	6	207,464	6	207,464
1439	Ld Water Oper Paint	1	1	1	34,368	1	35,392	1	35,392
1442	Water Oper Painter	3	3	3	98,031	3	100,976	3	100,976
1453	Electrician	4	4	4	153,092	4	157,686	4	157,686
[1457]	Supervisor Electrician	1	0	0	0	0	0	0	0
1455	Electrical Supervisor	0	1	1	42,616	1	46,667	1	46,667
1513	Welder	2	2	2	67,150	2	69,155	2	69,155
1524	General Mechanic	2	2	2	67,150	2	69,155	2	69,155
1532	Auto Mechanic	1	1	1	33,575	1	34,577	1	34,577
1709	Backflow Prog Coordinator	1	1	1	33,011	1	36,476	1	36,476
1710	Water Meter Reader	14	14	14	374,752	14	385,865	14	385,865
1711	Water Serv Insp	9	9	9	272,673	9	280,402	9	280,402
1713	Water Quality Insp	3	5	6	171,505	6	212,834	6	212,834
1718	Water Meter Tech	3	3	3	92,268	3	94,581	3	94,581
1720	Water Serv Mechanic	53	52	52	1,745,900	53	1,832,594	53	1,832,594
1721	Lead Meter Mech	1	1	1	35,245	1	36,310	1	36,310
1748	Wtr Hdws Pipe Inspector	1	1	1	35,245	1	36,310	1	36,310
1750	Headworks Operator	7	8	8	268,600	8	276,618	8	276,618
1770	Operating Engineer	9	5	9	303,845	9	311,196	9	311,196
1771	Lead Operating Eng	12	11	7	246,715	7	254,172	7	254,172
[1734]	Water Op Foreman	15	14	14	545,140	0	0	0	0
[1952]	Asst Chief Oper Engineer	1	1	1	41,322	0	0	0	0
1950	Public Works Supervisor	0	0	0	0	15	664,467	15	664,467
[1737]	Water Oper Manager	5	5	5	250,040	0	0	0	0
[1772]	Chief Op Engineer	1	1	1	45,957	0	0	0	0
1952	Public Works Manager	0	0	0	0	6	318,542	6	318,542
[1738]	Water Op Director	1	1	1	62,034	0	0	0	0
[1742]	Business Oper Supervisor	1	1	1	62,034	0	0	0	0
1956	Sr. Pw Manager	0	0	0	0	2	130,020	2	130,020
		401	399	404	12,695,668	404	13,463,326	404	13,463,326

Service Area: Utilities
 Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.		No.		No.	
TOTALS FROM PREVIOUS PAGE		401	399	404	12,685,668	404	13,463,326	404	13,463,326
[1749]	Wrt Res Project Mgr	1	1	1	51,949	0	0	0	0
[3177]	Water Eng Supervisor	1	1	1	54,476	0	0	0	0
2010	Env. Services Manager	0	0	0	0	2	120,206	2	120,206
2034	Laboratory Manager [1775]	1	1	1	45,978	1	50,183	1	50,183
2502	Computer Assistant	0	0	0	0	1	26,706	1	26,706
2514	Data Proc. Ops. Supv [0371]	1	1	1	36,811	1	41,551	1	41,551
2532	Programmer Analyst [0372]	2	2	2	81,600	2	80,006	2	80,006
2534	Sr. Programmer Analyst [0373]	4	4	4	178,249	5	239,765	5	239,765
2540	Mis Support Technician	0	0	0	0	1	34,078	1	34,078
[0379]	Assist Mis Analyst	1	2	2	63,816	0	0	0	0
2542	Mis Support Analyst	0	0	0	0	3	105,621	3	105,621
[0380]	Mis Analyst	1	1	1	45,833	0	0	0	0
2544	Senior Mis Support Anly	0	0	0	0	1	38,294	1	38,294
[0383]	Principal Program Analyst	3	3	3	153,636	0	0	0	0
2546	Info. Systems Supervisor	0	0	0	0	3	154,265	3	154,265
[0385]	Systems Manager	1	1	1	54,246	0	0	0	0
3107	Technician I	4	3	3	83,959	3	93,522	3	93,522
3108	Technician Ii	17	19	21	687,989	21	761,803	21	761,803
3120	Surveying Aide I	1	1	1	26,622	0	0	0	0
3121	Surveying Aide Ii	0	0	0	0	1	28,773	1	28,773
3122	Surveyor I	3	3	3	102,833	3	104,201	3	104,201
3123	Surveyor Ii	1	1	1	38,357	2	70,806	2	70,806
3124	Surveying Supervisor [Surveyor Iij]	0	1	1	41,693	1	44,380	1	44,380
3132	Cadd Manager [Cheif Draft Spec]	1	1	1	45,477	1	43,744	1	43,744
3150	Public Wks Insp I	2	2	2	75,095	2	79,313	2	79,313
3151	Public Wks Insp Ii	1	1	1	43,639	1	44,955	1	44,955
3153	Engineering Assoc	1	1	2	72,121	2	80,334	2	80,334
[3168]	Water Ctr Center Supervisor	1	1	1	48,734	0	0	0	0
3163	Sr Engineering Assoc	10	13	15	620,267	14	655,176	14	655,176
3164	Engineer	2	3	3	139,036	3	149,613	3	149,613
3165	Engnrg Surveying Manager	1	1	1	51,949	1	55,735	1	55,735
[3180]	Water Utility Engineer	1	1	1	51,949	0	0	0	0
3166	Senior Engineer	3	2	2	102,458	3	167,452	3	167,452
[3177]	Water Eng Supervisor	3	3	4	217,904	0	0	0	0
3167	Supv Engineer	0	0	0	0	4	242,793	4	242,793
3169	Principal Engineer	5	4	4	227,928	4	244,366	4	244,366
[0975]	Deputy Director	1	1	1	60,256	0	0	0	0
[1738]	Water Op Director	1	1	1	62,034	0	0	0	0
3171	Chief Engineer	0	0	0	0	2	138,237	2	138,237
[3175]	Chief Eng Wtr Bureau	1	1	1	62,891	0	0	0	0
3172	Ch. Eng. - Water Bur	0	0	0	0	1	69,826	1	69,826
[1780]	Wtrshed Hydrologist	1	1	1	40,820	0	0	0	0
3194	Environmental Specialist	0	0	1	34,556	2	87,220	2	87,220
3217	Right Of Way Agt	0	0	1	35,134	1	41,293	1	41,293
3236	Chief Planner [Wtr Planning Coord]	1	1	1	51,177	1	55,004	1	55,004
3260	Instrument Technician	2	2	2	76,546	2	78,843	2	78,843
3261	Lead Instrument Tech	1	1	1	40,152	1	41,363	1	41,363
3280	Water Lab Technician	4	5	5	156,225	5	159,773	5	159,773
3284	Water Micro Biologist	1	1	1	38,461	1	39,609	1	39,609
3285	Water Analytical Chemist	1	1	1	38,461	1	39,609	1	39,609
4113	Gardener	2	2	2	63,726	2	65,647	2	65,647
		490	494	507	16,900,711	509	18,037,389	509	18,037,389

WATER FUND (153)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Revenue</i>					
<i>Service Charges & Fees</i>					
<i>Water Sales</i>	\$40,687,941	\$48,646,122	\$45,404,960	\$48,894,155	\$48,218,903
<i>New Services</i>	921,500	878,644	950,000	900,000	900,000
<i>Main Extensions</i>	341,314	474,145	680,000	680,000	680,000
<i>Misc. Water Charges</i>	766,459	1,224,514	555,584	555,584	530,584
<i>Damage Collections</i>	41,122	63,549	28,803	28,803	28,803
<i>Minimum Purchase</i>	0	0	0	0	0
	42,758,336	51,286,974	47,619,347	51,058,542	50,358,290
<i>Rents & Reimbursements</i>	80,484	68,435	53,118	53,118	53,118
	42,838,820	51,355,409	47,672,465	51,111,660	50,411,408
<i>Miscellaneous Revenues</i>					
<i>Project Revenue</i>	13,307	0	1,268,800	0	1,200,000
<i>Sales Miscellaneous</i>					
<i>Stock & Non-Stock Sales</i>	70,782	454,310	8,925	8,925	8,925
<i>Hydropower Sales</i>	0	0	73,700	74,300	74,300
<i>Refunds</i>	8,617	12,310	3,570	3,570	3,570
<i>Wash County Supply O&M</i>	0	16,482	11,232	11,681	11,681
<i>Interest on Investments</i>	884,816	827,661	734,771	216,000	216,000
<i>Other Miscellaneous Revenues</i>	208,522	88,021	0	0	0
	1,186,044	1,398,784	2,100,998	314,476	1,514,476
Total External Revenue	44,024,864	52,754,193	49,773,463	51,426,136	51,925,884
Interfund Cash Transfers					
<i>Water Construction</i>	12,264,906	16,635,217	14,086,595	17,478,478	17,110,978
<i>Federal Grants</i>	145,436	545,937	302,500	2,080,000	2,080,000
	12,410,342	17,181,154	14,389,095	19,558,478	19,190,978
Interfund Svc Reimbursements					
<i>General Fund</i>	22,661	105,554	19,925	18,500	18,500
<i>Facilities Fund</i>	15,910	3,286	5,300	3,600	3,600
<i>Hydropower</i>	58,076	72,507	83,000	72,000	72,000
<i>Sewer System</i>	1,396,617	1,566,021	1,735,065	2,387,989	2,387,989
<i>Transportation</i>	149,373	69,898	53,150	70,950	87,500
<i>Fleet Services</i>	59,153	68,293	67,400	75,600	75,600
<i>LID</i>	0	196,469	0	0	0
<i>Other Interagency</i>	15,697	2,267	0	0	0
	1,717,487	2,084,295	1,963,840	2,628,639	2,645,189
Beginning Fund Balance	6,305,121	8,424,977	12,560,191	9,000,000	9,000,000
TOTAL RESOURCES	\$64,457,814	\$80,444,619	\$78,686,589	\$82,613,253	\$82,762,051

WATER FUND (153)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
REQUIREMENTS					
Bureau Expenses					
<i>Personal Services</i>	\$20,908,907	\$22,707,272	\$24,610,829	\$26,131,505	\$26,131,505
<i>External Materials & Services</i>	8,083,886	7,544,851	11,596,231	11,694,570	11,494,553
<i>Internal Materials & Services</i>					
<i>General Fund</i>	218,788	260,911	436,306	369,640	431,157
<i>Autoport</i>	0	36,215	28,080	32,400	32,400
<i>Hydropower</i>	13,092	22,214	36,000	27,500	27,500
<i>Sewer System</i>	60,206	78,391	107,502	66,200	66,200
<i>Transportation</i>	625,651	836,509	781,103	852,614	1,099,614
<i>Printing/Distribution Services</i>	494,583	550,207	542,325	710,223	710,223
<i>Communications Services</i>	430,758	411,440	486,996	538,069	538,069
<i>Fleet Services</i>	1,490,449	1,807,442	1,915,578	2,094,921	2,094,921
<i>Data Processing</i>	815,729	981,575	908,154	898,336	898,336
<i>Insurance & Claims</i>	266,798	269,354	336,998	329,938	329,938
<i>Portland Building</i>	616,119	600,358	759,162	618,803	607,505
<i>Workers Compensation</i>	772,525	734,478	961,594	946,594	946,594
	5,804,698	6,589,094	7,299,798	7,485,238	7,782,457
<i>Capital Outlay</i>	2,537,535	7,023,345	10,666,610	3,995,810	3,995,810
<i>Equipment Cash Transfers</i>					
<i>Communications Services</i>	5,412			0	151,400
<i>Fleet Services</i>	257,000			0	93,000
<i>Printing/Distribution Services</i>	625	310,546	466,837	244,400	0
	263,037	310,546	466,837	244,400	244,400
Total Bureau Expenses	37,598,063	44,175,108	54,640,305	49,551,523	49,648,725
Fund Requirements					
<i>Interfund Cash Transfers</i>					
<i>General Fund Overhead</i>	1,395,381	1,583,731	1,730,883	1,661,549	1,661,549
<i>General - Utility License Fee</i>	2,548,500	2,681,928	2,807,548	3,064,950	3,000,491
<i>General Fund</i>	0	0	0	0	0
<i>Parks Grant</i>	0	0	0	0	0
<i>Health Insurance</i>	0	0	0	0	0
<i>Communications Services</i>	0	0	108,500	65,000	65,000
<i>Fleet Management</i>	4,890	0	37,544	0	0
<i>Washington Cty Supply Bond Rede</i>	126,285	54,529	134,581	143,335	143,335
<i>Water Bond Sinking</i>	6,282,305	6,598,321	7,249,551	9,522,926	8,371,426
<i>Water Construction</i>	8,119,429	9,514,437	10,319,942	11,932,739	11,932,739
	18,476,790	20,432,946	22,388,549	26,390,499	25,174,540
<i>Inventory Increases</i>	(42,014)	0	52,500	40,000	40,000
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	1,605,235	6,631,231	7,898,786
<i>Compensation Adjustments</i>	0	0	0	0	0
	0	0	1,605,235	6,631,231	7,898,786
<i>Interfund Cash Transfers</i>					
<i>Unappropriated Ending Balance</i>	8,424,975	15,836,565	0	0	0
TOTAL REQUIREMENTS	\$64,457,814	\$80,444,619	\$78,686,589	\$82,613,253	\$82,762,051

The FY 1993–94 budget for the Water Fund is \$82,762,051, which is \$4,075,462 more than the FY 1992–93 Revised Budget and supports an operating budget of \$37,580,023, a capital improvement program of \$12,080,000; interfund cash transfer requirements of \$25,174,540; a general operating contingency of \$7,887,488; and a stock inventory increase of \$40,000. The increase above FY 1992–93 reflects net change due to a reduced level of CIP funding and an increase in fund revenues (due to rate increase and interfund transfers). Also the differential between FY92/93 capital expenditures seems greater than actual because FY92/93 Revised Budget is low compared to actual expenditures.

The FY1993–94 Water Fund is primarily supported by water sales revenues of \$48.2 million, as well as cash transfers of \$19.2 million, service reimbursements of \$2.6 million, and project revenues estimated at \$1.2 million. The FY 1993–94 Budget includes a 6.9% increase in the retail water rate (inside–City customers which includes residential, commercial, and industrial).

The breakdown of this increase is:

Operating/Maintenance Costs:	2.7%
Debt Service (1993 Bonds):	1.9%
Reduced Interest Rates:	1.8%
Whole Saler rate shifts:	<u>0.5%</u>
	6.9%

Based on this rate proposal and a restructured \$24.5 million bond sale in 1993, the following annual retail rate increases have been forecast for the next five years:

FY1993–94	6.9%
FY1994–95	6.8%
FY1994–95	6.8%
FY1995–96	5.6%
FY1996–97	5.2%

This will result in a typical monthly residential water bill of \$11.80, or a \$.59 monthly increase in FY93/94.

The wholesale rate is calculated in accordance with the terms of the 25–year wholesale water sales agreement.

The increase in the General Operating Contingency reflects the increase on the resources side due to rate increase and interfund transfers.

The Capital Improvement Program (CIP) included in the FY 1993–94 Budget totals \$12,080,000 and includes:

Distribution System – \$7,320,000 supports maintenance directed towards protection of assets such as the Mains Program (\$3,200,000) and Oregon Dept. of Transportation (ODOT) Relocations (\$600,000). It also supports improvement projects focused on upgrades and expansions of existing facilities to improve reliability in water supply, safety and adequate pressures. The Westside Light Rail project is the major improvement project; in FY 1993–94, \$1,780,000 is included in the CIP. The Westside Light Rail water improvements cost is \$2,860,000 over two years and is to be reimbursed by Tri–Met.

Water Supply System – \$2,985,000 covers maintenance of dams, headworks, reservoirs, conduits, storage facilities, pump stations and transmission mains. In FY93/94, \$1,765,000 is included for the Regional Water Supply Plan Phase 2; the total cost is \$2,229,965 over three years of which about 75% is to be reimbursed by other project participants.

Water Quality – \$1,775,000 includes projects which address the requirements for pure, potable water and the facilities required to provide it. Projects include Groundwater Remediation (\$625,000) and Headworks Chlorination (\$650,000).

Interfund cash transfer requirements total \$25.1 million and include \$11.9 million to the Water Construction Fund to finance water system replacement, \$8.4 million to the Water Bond Sinking Fund to pay principal and interest on bonds, and approximately \$4.6 million to the General Fund (\$3.0 million represents utility license fee requirements and \$1.6 million is for overhead charges).

WATER CONSTRUCTION FUND (554)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Revenue</i>					
<i>Public Utility Charges</i>					
System Development Charges	627,169	462,375	625,000	825,000	825,000
<i>Miscellaneous Revenues</i>					
Sales of Real Property	(107)	0	0	0	0
Interest on Investments	1,118,953	1,101,611	622,724	1,089,856	940,436
Bond Sale	17,757,000	10,490,333	0	0	24,500,000
	<u>18,875,846</u>	<u>11,591,944</u>	<u>622,724</u>	<u>1,089,856</u>	<u>25,440,436</u>
Total External Revenue	19,503,015	12,054,319	1,247,724	1,914,856	26,265,436
Interfund Cash Transfers					
<i>General Fund</i>					
	123,785	41,000	0	0	0
<i>Water Fund</i>					
	8,119,429	9,514,437	10,319,942	11,932,739	11,932,739
	<u>8,243,214</u>	<u>9,555,437</u>	<u>10,319,942</u>	<u>11,932,739</u>	<u>11,932,739</u>
Beginning Fund Balance	3,465,825	18,104,375	12,354,658	30,619,017	4,600,000
TOTAL RESOURCES	\$31,212,054	\$39,714,131	\$23,922,324	\$44,466,612	\$42,798,175

REQUIREMENTS

Fund Requirements

<i>Contingency</i>					
<i>General Operating Contingency</i>					
	0	0	2,164,791	2,748,858	2,678,808
<i>Interfund Cash Transfers</i>					
<i>Water Fund</i>					
	12,264,905	16,635,217	14,086,595	17,478,478	17,110,978
<i>Water Bond Sinking Fund</i>					
	842,774	11,196,867	345,346	847,243	747,743
	<u>13,107,679</u>	<u>27,832,084</u>	<u>14,431,941</u>	<u>18,325,721</u>	<u>17,858,721</u>
<i>Unappropriated Ending Balance</i>	18,104,375	11,882,047	7,325,592	23,392,033	22,260,646
TOTAL REQUIREMENTS	\$31,212,054	\$39,714,131	\$23,922,324	\$44,466,612	\$42,798,175

The Water Construction Fund supports the Capital Improvement Program (CIP) projects, base capital expenditures for maintenance and equipment, and the indirect/overhead costs associated with the capital expenditures appropriated within the Water Operating Fund. Once the actual capital expenditures have occurred, the Water Fund is reimbursed through a cash transfer from the Construction Fund. The budget for FY 1993-94 is \$42,798,175 which is significantly greater than FY1992-93 due to a \$24.5 million bond sale scheduled for FY1993-94.

The Water Construction Fund budget supports cash transfer requirements of \$17.8 million, a general operating contingency of \$2.7 million and an unappropriated fund balance of \$23.9 million. The \$17.8 million in cash transfers cover \$8.7 million in anticipated CIP costs, \$3.0 million in base capital expenses for services, meters, hydrants, equipment, etc., \$5.3 million in indirect capitalized costs (interest, overhead, etc.), and \$747,743 to the Water Bond Sinking Fund.

The Water Construction Fund receives the proceeds from bond sales, the primary funding source for the Capital Improvement Program (CIP). Other sources of revenue include reimbursements for capital expenditures, such as main extensions and service installations, as well as system development charges (SDCs) and proceeds from sale of assets. Also, a portion of the water sales revenues is transferred from the Water Fund to the Construction Fund to finance system replacement.

The Capital Improvement Program for FY 1993–94 totals \$12,080,000 and includes 38 projects which provide for capitalized maintenance and improvements/expansions to water supply, water distribution and water quality systems. The emphasis of the capital improvement program for FY 1993–94 is on system maintenance and improvements due to the age of the infrastructure, as well as compliance with water treatment regulations.

Of the \$12.08 million CIP, \$7.32 million, or 61%, supports distribution system improvements; \$2.98 million, or 25%, supports supply system projects; and \$1.78 million, or 14%, supports water quality projects:

Distribution System – \$7.32 million in projects focus on the protection of assets through maintenance or upgrades of existing facilities to complete pipe loops, improving reliability, supply and safety and ensuring that daily and seasonal changes in demand do not interfere with delivery at adequate pressures. Projects include Mains Program (\$3.2 million) and Oregon Dept. of Transportation Relocations (\$600,000).

The Westside Light Rail project is also a major improvement project; in FY 1993–94, \$1,780,000 is included in CIP. The Westside Light Rail water improvements cost is \$2,860,000 over two years and is to be reimbursed by Tri–Met.

Supply System – \$2.98 million in projects focus on maintenance and long–range planning:

\$1.22 million covers maintenance of dams, headworks, reservoirs, conduits, storage facilities, pump stations and transmission mains. Maintenance projects protect assets from preventable deterioration or hazard repair of non–preventable damage, and the replacement of obsolete, substandard and repairable facilities.

The major planning effort continues to be the Regional Water Supply Plan Study. This study, once completed, will provide a plan for how the Water Bureau will meet the City's long–term water supply needs and the role the Water Bureau will assume in the solution of the treatment needs of the Bull Run River source and the groundwater supply systems, the long–term water needs of the region, the water sources available to meet these needs, and the impact of water conservation. In FY93/94, \$1,765,000 is included for the Regional Water Supply Plan Phase 2; the total cost is \$2,229,965 over the next three years, of which about 75% is to be reimbursed by other project participants.

Water Quality – \$1,775,000 includes projects which address the requirements for pure, potable water and the facilities required to provide it. Projects include Groundwater Remediation (\$625,000) and Headworks Chlorination (\$650,000).

WATER GROWTH IMPACT CHARGE TRUST FUND (631)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<u>External Revenue</u>					
Miscellaneous Revenue					
Growth Impact Charges	\$10,377	\$0	\$0	\$0	\$0
Interest on Investments	67,895	62,250	56,381	40,481	40,481
Total External Revenue	78,272	62,250	56,381	40,481	40,481
Beginning Fund Balance	825,502	903,774	963,775	1,012,024	1,012,024
TOTAL RESOURCES	\$903,774	\$966,024	\$1,020,156	\$1,052,505	\$1,052,505

REQUIREMENTS

Fund Requirements

Unappropriated Ending Balance	903,774	966,024	1,020,156	1,052,505	1,052,505
TOTAL REQUIREMENTS	\$903,774	\$966,024	\$1,020,156	\$1,052,505	\$1,052,505

The Water Growth Impact Charge Trust Fund records revenues to finance future requirements such as construction of a water supply conduit, resulting from growth in the demand by wholesale customers. The fund was established in accordance with provisions contained within the 25-year water sales agreement between the City and outside water districts. Currently, all contributions have been suspended by agreement of the wholesale parties and the City, and it is assumed that the wholesale customers are managing their projected share of growth related requirements internally. The water growth charges are assessed to the water districts on water consumption that exceeds the normal growth rate standard.

The City of Portland Bureau of Water Works is responsible for determining how the fund proceeds will be used in addressing future water supply requirements. At this time, the location or timeline for future construction requirements have not been determined.

WASH. COUNTY SUPPLY BOND REDEMPTION FUND (356)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Service Charges & Fees</i>					
<i>Other Distributors</i>	\$1,313,661	\$1,432,875	\$1,370,978	\$1,416,245	\$1,416,245
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	170,541	149,099	131,785	89,815	89,815
<i>Transfers from Other Funds—Cash</i>					
<i>Water Operating</i>	126,285	54,529	134,581	143,335	143,335
<i>Beginning Fund Balance</i>	2,348,029	2,299,106	2,261,004	2,248,527	2,248,527
TOTAL RESOURCES	\$3,958,516	\$3,935,609	\$3,898,348	\$3,897,922	\$3,897,922
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$1,129,410	\$1,558,308	\$1,064,063	\$1,045,720	\$1,045,720
<i>Other Requirements</i>					
<i>Debt Retirement</i>	530,000	555,000	580,000	610,000	610,000
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	2,299,106	1,822,301	2,254,285	2,242,202	2,242,202
TOTAL REQUIREMENTS	\$3,958,516	\$3,935,609	\$3,898,348	\$3,897,922	\$3,897,922
EXPENDITURES – AU 595					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$1,129,410	\$1,558,308	\$1,064,063	\$1,045,720	\$1,045,720
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	530,000	555,000	580,000	610,000	610,000
TOTAL APPROPRIATION	\$1,659,410	\$2,113,308	\$1,644,063	\$1,655,720	\$1,655,720

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.

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 93-94	Interest FY 93-94
Series 1986B	\$21,320,000	11/01/86	08/01/93	5.20%	610,000	610,000	15,860
			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				

WATER BOND SINKING FUND (355)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$373,700	\$269,106	\$95,238	\$65,120	\$65,120
<i>Transfers from Other Funds-Cash</i>					
<i>Water Operating</i>	6,282,304	6,598,321	7,249,551	9,522,926	8,371,426
<i>Water Construction</i>	842,774	11,196,867	345,346	847,243	747,743
	7,125,078	17,795,188	7,594,897	10,370,169	9,119,169
<i>Beginning Fund Balance</i>	4,857,227	4,867,255	1,628,000	1,628,000	1,628,000
TOTAL RESOURCES	\$12,356,005	\$22,931,549	\$9,318,135	\$12,063,289	\$10,812,289
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
<i>Miscellaneous</i>	583	0	0	10,000	10,000
	4,212,064	5,408,706	3,788,462	5,177,504	4,981,654
<i>Other Requirements</i>					
<i>Debt Retirement</i>	3,276,686	16,649,666	3,812,050	5,507,785	5,006,785
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	4,867,255	873,177	1,717,623	1,378,000	823,850
TOTAL REQUIREMENTS	\$12,356,005	\$22,931,549	\$9,318,135	\$12,063,289	\$10,812,289
EXPENDITURES - AU 179					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$4,211,481	\$5,408,706	\$3,788,462	\$5,167,504	\$4,971,654
<i>5490 Miscellaneous</i>	583	0	0	10,000	10,000
	4,212,064	5,408,706	3,788,462	5,177,504	4,981,654
<i>Other Requirments</i>					
<i>5781 Bonded Debt Retirement</i>	3,276,686	16,649,666	3,812,050	5,507,785	5,006,785
TOTAL APPROPRIATION	\$7,488,750	\$22,058,372	\$7,600,512	\$10,685,289	\$9,988,439

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 1992 the City refunded bonds issued in 1988 to take advantage of lower interest rates. Projected savings to City water customers over the life of the issue will be approximately \$750,000.

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, and February 1992, the City refunded Water Bonds originally issued in 1980 and 1982 to take advantage of lower interest rates. The projected savings to City water system customers over the life of the issue will be approximately \$6.8 million. These schedules show the remaining payments for principal and interest that City water customers owe to holders of bonds issued in different years.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Series 1971	\$5,000,000	07/15/71	07/15/93	0.125%	250,000	250,000	156
						250,000	250,000
Series 1976	\$5,000,000	04/01/76	04/01/94	5.40%	355,000	355,000	19,170
			04/01/95	5.50%	375,000		20,625
			04/01/96	5.50%	395,000		21,725
					1,125,000	355,000	61,520
Series 1978	\$5,000,000	05/01/78	05/01/94	5.10%	315,000	315,000	16,065
			05/01/95	5.20%	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
		1,740,000	315,000	90,713			
Series 1979	\$7,000,000	05/01/79	05/01/94	5.50%	295,000	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		25,013
			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			
		4,350,000	295,000	247,408			
Series 1986A	\$32,040,000	11/01/86	11/01/93	5.20%	1,650,000	1,650,000	42,900
			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			
		28,495,000	1,650,000	1,661,933			

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 93-94	Interest FY 93-94
Series 1990	\$18,000,000	10/01/90	10/01/93	6.000%	525,000	525,000	15,750
			10/01/94	6.100%	555,000		33,855
			10/01/95	6.250%	590,000		36,875
			10/01/96	6.300%	630,000		39,690
			10/01/97	6.400%	670,000		42,880
			10/01/98	6.500%	715,000		46,475
			10/01/99	6.600%	765,000		50,490
			10/01/00	6.750%	820,000		55,350
			10/01/01	6.800%	875,000		59,500
			10/01/02	6.900%	940,000		64,860
			10/01/03	6.900%	1,005,000		69,345
			10/01/04	7.000%	1,080,000		75,600
			10/01/05	7.000%	1,155,000		80,850
			10/01/06	7.100%	1,240,000		88,040
			10/01/07	7.100%	1,330,000		94,430
10/01/08	7.100%	1,430,000	101,530				
10/01/09	7.125%	1,535,000	109,369				
10/01/10	7.125%	1,645,000	117,206				
					17,505,000	525,000	1,182,095
Series 1992	\$10,495,000	02/01/92	10/01/93	3.40%	1,570,000	1,570,000	26,690
			10/01/94	4.20%	1,755,000		73,710
			10/01/95	4.60%	2,195,000		100,970
			10/01/96	4.80%	2,560,000		122,880
			10/01/97	5.00%	1,905,000		95,250
					9,985,000	1,570,000	419,500
Proposed Series 1993	\$25,000,000	07/01/93	07/01/93	6.00%	25,000,000	0	750,000
TOTAL Water Debt Issued by Portland					\$88,450,000	\$4,960,000	\$4,413,324

	Fiscal Year	Principal Due	Interest Due	Total
Debt Assumed through Annexations	1993-94	46,785	4,180	50,965
	1994-95	42,887	2,485	45,372
	1995-96	1,437	1,206	2,643
	1996-97	1,481	1,118	2,599
	1997-98	1,568	1,024	2,592
	1998-99	1,580	925	2,505
	1999-00	1,670	821	2,491
	2000-01	1,754	712	2,466
	2001-02	1,862	596	2,458
	2002-03	1,970	473	2,443
	2003-04	2,052	343	2,395
	2004-05	2,111	208	2,319
2005-06	2,113	70	2,183	
TOTAL Water Debt Assumed Through Annexations		\$109,270	\$14,161	\$123,431

WATER BOND SINKING FUND (355) – continued
General Obligation/Revenue Bonds

DEBT REDEMPTION SCHEDULE

TOTAL Water Bond Sinking Fund Principal Outstanding	<u><u>\$88,559,270</u></u>
TOTAL Water Bond Sinking Fund Principal Maturity FY 1993-94	5,006,785
TOTAL Water Bond Sinking Fund Interest Due FY 1993-94	<u>4,417,504</u>
TOTAL Water Bond Sinking Fund Debt Service Due FY 1993-94	<u><u>\$9,424,289</u></u>

BUREAU OF HYDROELECTRICPOWER (637)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$156,391	\$168,791	\$167,154	\$184,300	\$184,300
<i>External Materials and Services</i>	40,969	50,847	122,500	107,000	107,000
<i>Internal Materials and Services</i>	111,470	125,325	142,405	126,619	143,935
<i>Minor Capital Outlay</i>	4,863	4,653	5,000	0	0
<i>Cash Transfers-Equipment</i>	950	0	700	0	0
Total Operating Budget	\$314,643	\$349,616	\$437,759	\$417,919	\$435,235
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$314,643	\$349,616	\$437,759	\$417,919	\$435,235
<i>Allocated Overhead Costs</i>				49,338	49,338
<i>Total Cost with Allocated Overhead</i>				\$467,257	\$484,573
Authorized Full-Time Positions					
<i>Total</i>	3	3	3	3	3
SOURCE OF FUNDING					
Hydroelectric Power Operating Fund (152)		\$349,616	\$437,759	\$417,919	\$435,235
PROGRAMS					
Hydroelectric Power Administration		\$349,616	\$437,759	\$417,919	\$435,235
<i>Positions</i>		3	3	3	3
TOTAL PROGRAMS		\$349,616	\$437,759	\$417,919	\$435,235
<i>Positions</i>		3	3	3	3

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Hydroelectric Power manages the City's hydroelectric power generation development that was constructed in the Bull Run Watershed between 1979 and 1981. Its primary purpose is to make beneficial use of the previously unharnessed streamflow that passes over the City's two major water supply dams in order to create a new renewable energy resource for the region while also creating a new revenue stream for the City of Portland. The primary facilities include: a multi-level water intake structure at Bull Run Dam No. 1; one powerhouse located downstream of each of the two major Bull Run Dams; and a ten-mile long power transmission line which links the City powerhouses with the PGE power system grid.

The FY 1993-94 Budget for the Bureau of Hydroelectric Power is \$435,235, only 0.05% of the total City Budget. This funding level supports the administrative and operational costs associated with the Portland Hydroelectric Project and maintains the current service level. It includes an increase due to a new interagency agreement with OF&A for Debt Management services. The three full-time positions include existing staff: Supervising Engineer, Programmer Analyst, and a Clerical Specialist.

DESCRIPTION OF PROGRAM

Hydroelectric Power Administration:

As in the past, this Bureau has only one program - Hydroelectric Power Administration. This program provides administrative and operational activities that are mandated by the Power Sales Agreement between the City and PGE, Bond Trust Indentures, the license from the Federal Energy Regulatory Commission and permits from the U. S. Forest Service and the Oregon Water Resources Department.

BUREAU OF HYDROELECTRICPOWER (637)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

PROGRAM DESCRIPTION (cont'd)

The administrative activities include frequent and ongoing coordination and interaction with: the Project's power purchaser and operator, Portland General Electric; four different State and federal regulatory and/or resource agencies; the Trustee for the Hydropower Revenue Bonds; the Water Bureau's Water Quality and Water Supply section and various other City bureaus.

WORKFORCE DIVERSITY AND BUREAU LOSS EXPERIENCE

Data for the Bureau of Hydroelectric Power is included with the Water Bureau information.

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Hydroelectric Power has identified following ongoing objectives:

- *To take all appropriate measures to safeguard the City's investment in the \$50,000,000 Portland Hydroelectric Project and comply with the terms of that project's Power Sales Agreement and Revenue Bond Trust Indentures.*
- *To provide all Federal and State licensing and permit-issuing agencies with the required documentation and meet all license/permit requirements 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.*

WORKLOAD MEASURES

	<u>Actual</u> <u>FY 91-92</u>	<u>Revised</u> <u>FY 92-93</u>	<u>Proposed</u> <u>FY 93-94</u>	<u>Adopted</u> <u>FY 93-94</u>
• No. of annual surveillance data reviews from Hydro Project facilities and preparation of summary submittal to FERC	2	2	2	2
• No. of Monthly inspection of project facilities and review of operations.	12	12	12	12
• No. of Quarterly Allotment Reports	4	4	4	4
• No. of reviews, revisions and testing of Hydro Project Emergency Action Plans	2	2	2	2
• No. of required letters and billing statements to PGE for power sales and project operations	6	6	6	6
• No. of required other letters and reports to regulatory agencies and bond trustee	10	10	10	10

Letters and Reports

BUREAU OF HYDROELECTRICPOWER (637)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$112,566	\$121,408	\$118,395	\$131,885	\$131,885
512000 Part-Time/Limited-Term Employees	0	0	0	0	0
514000 Overtime	291	0	550	500	500
515000 Premium Pay	313	526	750	800	800
517000 Benefits	43,221	46,857	47,459	51,115	51,115
Total Personal Services	\$156,391	\$168,791	\$167,154	\$184,300	\$184,300
521000 Professional Services	\$25,081	\$22,899	\$40,000	\$31,500	\$31,500
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	11,251	10,904	13,000	13,000	13,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	466	1,122	8,000	3,000	3,000
531000 Office Supplies	1,218	837	3,500	1,500	1,500
532000 Operating Supplies	931	1,235	2,500	1,500	1,500
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	871	0	500	500	500
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	1,054	1,824	1,500	1,000	1,000
542000 Local Travel	0	2,218	0	0	0
543000 Out-of-Town Travel	0	0	2,500	2,000	2,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	97	9,808	51,000	53,000	53,000
Subtotal External Materials & Services	\$40,969	\$50,847	\$122,500	\$107,000	\$107,000
551000 Fleet Services	\$6,328	\$5,925	\$8,766	\$7,771	\$7,771
552000 Printing/Distribution	2,886	2,698	4,105	3,000	3,000
553000 Facilities Services	0	77	0	0	0
554000 Communications	9,335	5,717	9,438	6,469	6,469
555000 Data Processing	407	63	415	537	537
556000 Insurance	29,173	29,945	28,521	28,142	28,142
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	63,341	80,900	91,160	80,700	98,016
Subtotal Internal Materials & Services	\$111,470	\$125,325	\$142,405	\$126,619	\$143,935
Total Materials & Services	\$152,439	\$176,172	\$264,905	\$233,619	\$250,935
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	5,000	0	0
564000 Equipment	4,863	4,653	0	0	0
Total Capital Outlay	\$4,863	\$4,653	\$5,000	\$0	\$0
573000 Cash Transfers – Equipment	\$950	\$0	\$700	\$0	\$0
Total Bureau Expenses	\$314,643	\$349,616	\$437,759	\$417,919	\$435,235

City of Portland, Oregon – FY 1993-94 Adopted Budget

BUREAU OF HYDROELECTRICPOWER (637)

Service Area: Utilities

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>		<i>Proposed</i>		<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>		<i>FY 93-94</i>		<i>FY 93-94</i>	
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
3167	Supervising Engineer	1	1	1	52,518	1	60,496	1	60,496
0372	Programmer Analyst-Engineering	1	1	1	40,800	0	0	0	0
2534	Sr. Programmer Analyst	0	0	0	0	1	45,560	1	45,560
0114	Clerical Specialist	1	1	1	25,077	1	25,829	1	25,829
TOTAL FULL-TIME POSITIONS		3	3	3	118,395	3	131,885	3	131,885

HYDROELECTRIC POWER OPERATING FUND (152)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Miscellaneous Revenue</i>					
<i>Sales - Miscellaneous</i>	\$311,151	\$482,788	\$441,200	\$401,500	\$401,500
<i>Interest on Investments</i>	11,970	9,808	6,500	8,000	8,000
<i>Miscellaneous Revenues</i>	59	0	0	0	0
	<u>323,180</u>	<u>492,596</u>	<u>447,700</u>	<u>409,500</u>	<u>409,500</u>
Total External Revenue	323,180	492,596	447,700	409,500	409,500
Interfund Cash Transfers					
<i>Hydro Renewal & Replacement</i>					
<i>General</i>	4,856	9,698	50,000	50,000	50,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	4,856	9,698	50,000	50,000	50,000
Interfund Svc Reimbursements					
<i>Water</i>					
	13,093	22,214	36,000	27,500	27,500
Beginning Fund Balance	64,495	43,721	60,000	103,000	103,000
TOTAL RESOURCES	\$405,624	\$568,229	\$593,700	\$590,000	\$590,000
REQUIREMENTS					
Bureau Expenses					
<i>Personal Services</i>					
	\$156,391	\$168,791	\$167,154	\$184,300	\$184,300
<i>External Materials & Services</i>					
	40,969	50,847	122,500	107,000	107,000
<i>Internal Materials & Services</i>					
<i>Facilities</i>					
<i>General</i>	0	77	0	0	0
<i>Autoport</i>	5,673	6,296	6,415	6,837	24,153
<i>Water</i>	0	2,160	2,160	2,400	2,400
<i>Printing/Distribution Services</i>	58,074	72,507	83,000	72,000	72,000
<i>Communications Services</i>	2,886	2,698	4,105	3,000	3,000
<i>Fleet Services</i>	9,335	5,717	9,438	6,469	6,469
<i>Insurance & Claims</i>	6,328	5,925	8,766	7,771	7,771
<i>Workers Compensation</i>	22,768	23,818	23,833	23,906	23,906
	<u>6,405</u>	<u>6,127</u>	<u>4,688</u>	<u>4,236</u>	<u>4,236</u>
	111,469	125,325	142,405	126,619	143,935
<i>Capital Outlay</i>					
	4,863	4,653	5,000	0	0
<i>Equipment Cash Transfers</i>					
<i>Communications Services</i>					
	950		700		
Total Bureau Expenses	314,642	349,616	437,759	417,919	435,235 *
Fund Requirements					
<i>Contingency</i>					
<i>General Operating Contingency</i>					
	0	0	100,428	113,878	96,562
<i>Compensation Adjustments</i>					
	0	0	14,000	8,865	8,865
	<u>0</u>	<u>0</u>	<u>114,428</u>	<u>122,743</u>	<u>105,427</u>
Interfund Cash Transfers					
<i>General - Overhead</i>					
	47,243	110,598	40,775	49,338	49,338
<i>Health Insurance</i>					
	18	0	138	0	0
<i>Fleet Services</i>					
	0	0	600	0	0
	<u>47,261</u>	<u>110,598</u>	<u>41,513</u>	<u>49,338</u>	<u>49,338</u>
<i>Unappropriated Ending Balance</i>	43,721	108,015	0	0	0
TOTAL REQUIREMENTS	\$405,624	\$568,229	\$593,700	\$590,000	\$590,000

The Bureau of Hydroelectric Power manages the City's hydroelectric power generation development that was constructed in the Bull Run Watershed between 1979 and 1981. Its primary purpose is to make beneficial use of the previously unharnessed streamflow that passes over the City's two major water supply dams.

The FY 1993-94 Budget for the Hydroelectric Power Fund is \$590,000, which is the same level as in FY 1992-93. This funding level supports the administrative and operational costs associated with the Portland Hydroelectric Project and maintains the current service level. The administrative activities supported by the operating budget are mandated by the Power Sales Agreement between the City and PGE, Bond Trust Indentures, the license from the Federal Energy Regulatory Commission and permits from the U. S. Forest Service and the Oregon Water Resources Department.

The primary funding source for the Hydroelectric Power Operating Fund is power sale revenues received from Portland General Electric (PGE). For FY 1993-94, power sales revenues are estimated at \$39,700 less than in FY 1992-93 as a result of somewhat lower than normal levels of power generation.

In FY 1989-90, the Hydroelectric Power Operating Fund required a \$110,000 cash transfer from the General Fund due to an unanticipated reduction in available resources. The Revised FY91-92 budget included \$41,500 General Fund transfer which was not needed. No General Fund transfer was budgeted in FY92-93. In FY93-94, Hydroelectric Power Fund revenues are adequate to cover requirements and therefore a General Fund is not needed.

As in prior years, \$251,926 in debt service payments will be credited against power sales revenue due the City from PGE for the Hydroelectric Power Bond Fund money which was previously used by the City to complete construction of the Performing Arts Center. This credit is actually taken by PGE before it pays the City for the power produced from the City's Project, and therefore does not appear in the City's Budget process. The Hydroelectric Power Fund has proposed possible refinancing of the remainder of the debt that could reduce debt service requirements. This option will be reviewed as part of a citywide analysis of potential savings through debt refinancing.

HYDROPOWER RENEWAL AND REPLACEMENT FUND (635)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>External Revenue</i>					
<i>Miscellaneous Revenue</i>					
<i>Interest on Investments</i>	\$567,619	\$367,188	\$290,000	\$295,600	\$295,600
<i>Total External Revenue</i>	567,619	367,188	290,000	295,600	295,600
<i>Beginning Fund Balance</i>	6,083,920	6,319,173	6,458,000	6,517,800	6,517,800
<u>TOTAL RESOURCES</u>	<u>\$6,651,539</u>	<u>\$6,686,361</u>	<u>\$6,748,000</u>	<u>\$6,813,400</u>	<u>\$6,813,400</u>

REQUIREMENTS

Fund Requirements

<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	6,448,000	6,723,400	6,723,400
<i>Interfund Cash Transfers</i>					
<i>Hydroelectric Power Operating</i>	4,856	9,698	50,000	50,000	50,000
<i>Hydropower Bond Redemption</i>	327,510	341,478	250,000	40,000	40,000
	\$332,366	\$351,176	\$300,000	\$90,000	\$90,000
<i>Unappropriated Ending Balance</i>	6,319,173	6,335,185	0	0	0
<u>TOTAL REQUIREMENTS</u>	<u>\$6,651,539</u>	<u>\$6,686,361</u>	<u>\$6,748,000</u>	<u>\$6,813,400</u>	<u>\$6,813,400</u>

The Hydroelectric Power Renewal and Replacement Fund is a sinking fund for the Portland Hydroelectric Project providing resources for the repair or replacement of major pieces of equipment and/or property which may become damaged or simply wear out. This fund is required by the Power Sales Agreement with Portland General Electric and is administered by the independent Trustee for the Hydroelectric Power Revenue Bonds. The resources in this fund are comprised of past payments of power sales revenue from PGE and a portion of the proceeds from the Hydropower Revenue Bond sales.

The total value of the assets in this fund currently meet the adjusted reserve requirement called for in the Power Sales Agreement with PGE and as such, no additional power sales payments are expected to be required from PGE during FY 1993-94.

On the requirements side, the projected annual cash transfer from this Fund to the Hydropower Bond Redemption Fund is significantly less than it was in FY1992-93. This transfer is a result of procedures that were put in place by the April 1, 1989 Settlement Agreement with Portland General Electric (PGE). That agreement stipulates that, as of the end of each contract year, any fund value in excess of 12% of the adjusted value of the Portland Hydroelectric Project shall be transferred to the Hydropower Bond Redemption Fund to offset PGE power sales payments due to that fund. This transfer is projected to be lower for FY93-94 because the available reinvestment interest rates have continued to be extremely low at the same time that the construction cost index that is used to adjust the project value has continued to experience steady increase.

HYDROPOWERBOND REDEMPTION FUND (354)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$0	\$0	\$0	\$0	\$0
<i>Interest-Other</i>	782,646	386,742	287,271	267,000	267,000
<i>Power Sales</i>	2,806,406	3,407,316	3,665,000	3,808,600	3,808,600
	<u>3,589,052</u>	<u>3,794,058</u>	<u>3,952,271</u>	<u>4,075,600</u>	<u>4,075,600</u>
<i>Transfers From Other Funds</i>					
<i>Hydro Renewal & Replacement</i>	327,510	341,478	250,000	40,000	40,000
<i>Beginning Fund Balance</i>	12,489,869	6,476,423	5,929,500	6,143,000	6,143,000
TOTAL RESOURCES	\$16,406,431	\$10,611,959	\$10,131,771	\$10,258,600	\$10,258,600
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$3,655,008	\$4,143,643	\$3,241,109	\$3,171,076	\$3,171,076
<i>Other Requirements</i>					
<i>Debt Retirement</i>	6,275,000	815,000	895,000	1,866,000	1,866,000
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>	6,476,423	5,653,316	5,995,662	4,200,701	4,200,701
<i>Reserve for Future Years</i>	0	0	0	1,020,823	1,020,823
	<u>6,476,423</u>	<u>5,653,316</u>	<u>5,995,662</u>	<u>5,221,524</u>	<u>5,221,524</u>
TOTAL REQUIREMENTS	\$16,406,431	\$10,611,959	\$10,131,771	\$10,258,600	\$10,258,600
EXPENDITURES - AU 647					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$3,655,008	\$4,143,643	\$3,241,109	\$3,171,076	\$3,171,076
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	6,275,000	815,000	895,000	1,866,000	1,866,000
TOTAL APPROPRIATION	\$9,930,008	\$4,958,643	\$4,136,109	\$5,037,076	\$5,037,076

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.

HYDROPOWER BOND REDEMPTION FUND (354)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

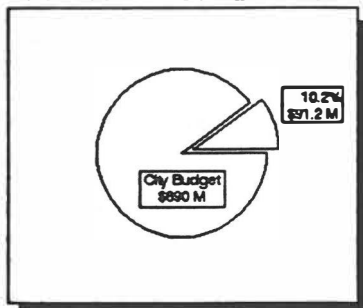
This fund pays principal and interest on bonds issued to finance construction of hydroelectric generating facilities at Bull Run. The debt service is paid from the proceeds of sales of electricity to Portland General Electric. These schedules show the remaining payments for principal and interest that 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 93-94	Interest FY 93-94
Series 1979	\$38,000,000	06/01/79	10/01/93	6.50%	600,000	600,000	19,500
			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
Series 1980	\$17,000,000	09/01/80	10/01/93	9.10%	350,000	350,000	15,925
			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
			10/01/05	10.00%	1,010,000		101,000
			10/01/06	10.00%	1,100,000		110,000
10/01/07	10.00%	25,000	2,500				
					<u>9,275,000</u>	<u>350,000</u>	<u>884,875</u>
Proposed Early Calls						<u>916,000</u>	
TOTAL Hydropower Bond Redemption Fund					<u>\$43,025,000</u>	<u>\$1,866,000</u>	<u>\$3,188,789</u>

Community Development and Services

PROGRAM AREA OVERVIEW

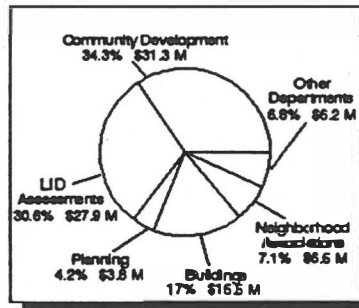
PERCENT OF BUDGET



BUDGET DATA

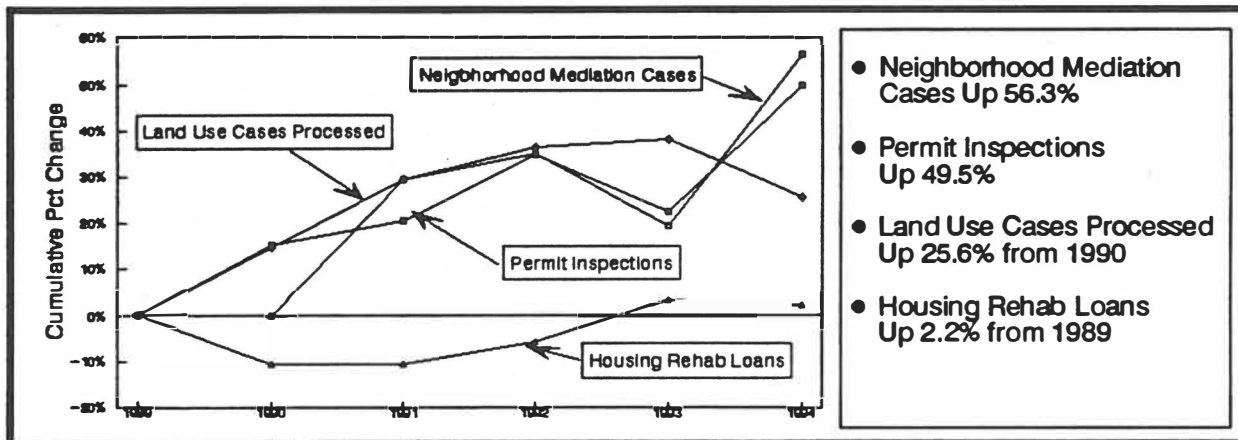
1993-94 Budget	\$91.2 M
Change from '92-'93:	Up \$10.2 M
Change per Capita:	Up 1.8%
1993-94 Positions:	270
Change from '92-'93:	Up 8 FTEs
Change per Thousand:	Up 2.3%

EXPENDITURES



Note: Figures on this page include fund contingencies and reflect the full allocation of costs to direct service areas.

HISTORICAL TRENDS



SIGNIFICANT BUDGET ISSUES

- Fund the Outer Southeast Plan to guide housing, community and economic development in outer southeast Portland.
- Continue Combination Inspection Program, cross-training and certifying inspectors to provide all inspections of one and two family residences.
- Enforcement of quality rental housing in targeted areas with substandard conditions.
- TCI Cablevisions will maintain city-wide governmental, educational and public cable system programming.
- Council provided \$148,000 to the Energy Office to continue providing low-income weatherization services.

BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$601,247	\$645,090	\$791,296	\$773,068	\$732,629
<i>External Materials and Services</i>	1,532,239	1,759,731	3,271,484	1,702,369	1,604,061
<i>Internal Materials and Services</i>	50,866	58,663	62,912	66,575	59,713
<i>Minor Capital Outlay</i>	8,049	6,222	0	4,000	4,000
<i>Cash Transfers-Equipment</i>	0	600	0	0	0
Total Operating Budget	\$2,192,401	\$2,470,306	\$4,125,692	\$2,546,012	\$2,400,403
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$2,192,401	\$2,470,306	\$4,125,692	\$2,546,012	\$2,400,403
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$2,546,012	\$2,400,403
Authorized Full-Time Positions					
<i>Total</i>	11	11	15	14	13
<i>General Fund Discretionary</i>	1	1	1	1	0
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		1,571,517	1,745,383	1,621,012	1,431,694
Non-Discretionary Revenues					
<i>Grants & Donations</i>		139,842	1,526,017	0	0
<i>Contract Revenue</i>		0	0	0	0
<i>Interagency Services</i>		721,456	854,292	925,000	968,709
<i>Bureau Program Revenue</i>		37,491	0	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		898,789	2,380,309	925,000	968,709
Total General Fund Resources		\$2,470,306	\$4,125,692	\$2,546,012	\$2,400,403
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Administration</i>		\$639,390	\$668,621	\$645,547	\$689,256
<i>Positions</i>		9	12	13	13
<i>HCD Commission</i>		82,912	185,671	204,453	204,453
<i>Positions</i>		1	2.0	0.0	0.0
<i>Youth Programs</i>		761,740	762,787	853,130	763,028
<i>Positions</i>		1	2	1	0
<i>Public Safety Programs</i>		461,489	551,596	522,002	522,002
<i>Positions</i>		0	0	0	0
<i>Emergency Services</i>		297,775	444,017	221,664	221,664
<i>Positions</i>		0	0	0	0
<i>Economic Dev./Employment</i>		227,000	198,000	99,216	
<i>Positions</i>		0	0	0	
<i>Other Programs</i>			1,315,000		
<i>Positions</i>					
TOTAL PROGRAMS		\$2,470,306	\$4,125,692	\$2,546,012	\$2,400,403
<i>Positions</i>		11	15	14	13

BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

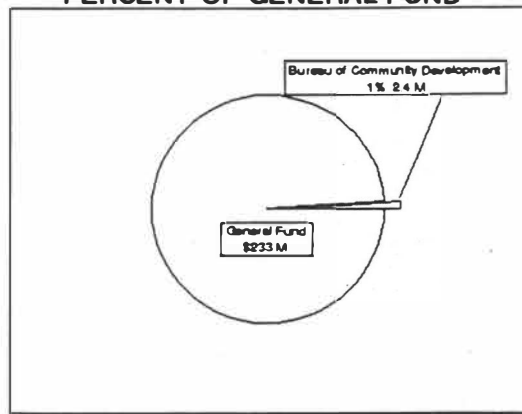
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

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, the Housing and Community Development Commission (HCDC), a program to implement the Comprehensive Housing Affordable Strategy (CHAS), and the HOME grant, a program to develop affordable housing. The budget supports the following programs: Administration, the HCD Commission, Youth Programs, Public Safety Programs, and Emergency Services. The budget supports the Council for Prostitution Alternatives, Youth Empowerment & Employment Program, Hispanic Access and Central City Concern Hooper Inebriate (CHIERS) program. There are one-time funds of \$100,000 for the Drug Diversion (STOP) Program to provide diversion alternative for felony drug cases. However, the budget excludes the Business Retention and Northeast Workforce Center Programs transferred to Special Appropriations and the City School Liaison Program transferred to the Mayor's Office.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Administration

This program provides fiscal and management support to the Housing and Community Development Program, HOME Program, and the Housing and Community Development Commission to assure attainment of program goals as well as support for the administration of the City's Housing and Community Block Grant Program (HCD).

HCD Commission

This program establishes support services to the Housing and Community Development Commission to assist in countywide housing policy and planning, budget review and recommendation, resource development, program evaluation to link housing development with supportive services.

Youth Programs

This program provides funding for several projects which benefit at risk youth with a focus on gang affected youth during the summer months. This program is support by HCD and General Fund.

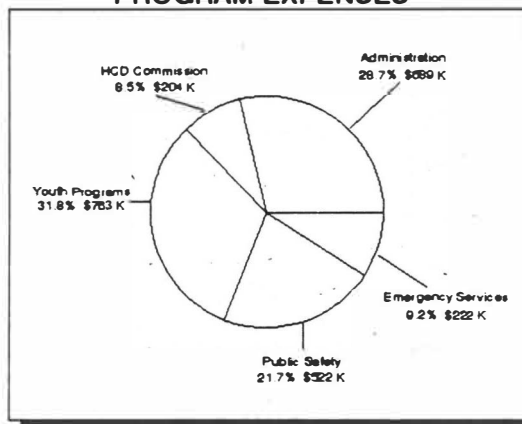
Public Safety Programs

This program assists people to lead legal lifestyles and/or provides services to reduce the need for police officer time. Some of the projects include: Prostitution Alternatives, Drug Diversion Program (STOP), the Central City Concern Hooper Inebriate Emergency Response Service (CHIERS), and Domestic Violence.

Emergency Services

This program funds local non-profit agencies that provide emergency basic needs, such as shelter, energy assistance, transportation, emergency medications, assistance to victims of domestic violence and day care for needy individuals. This program is funded through the General Fund.

PROGRAM EXPENSES



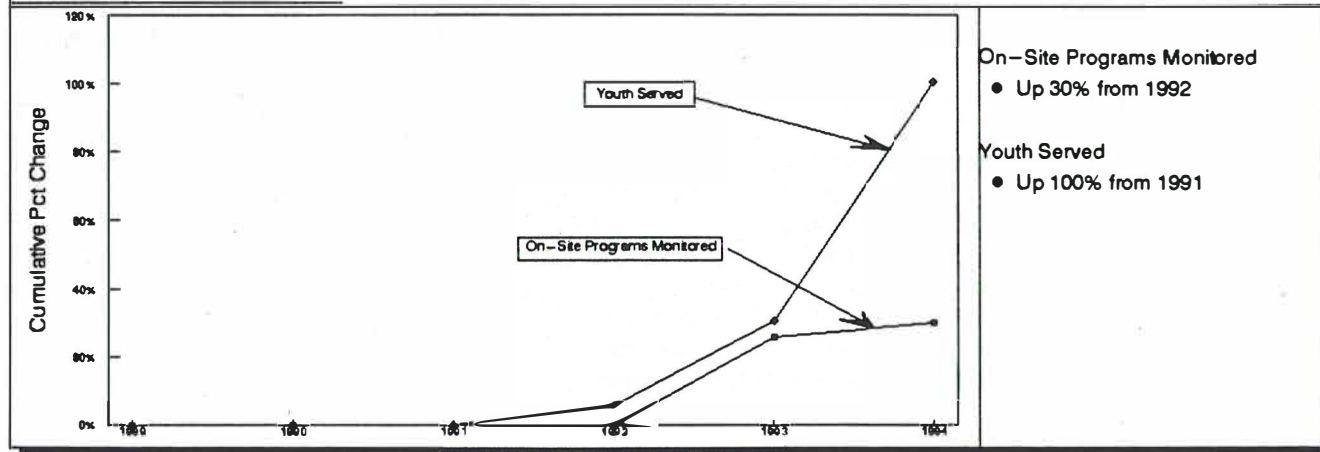
BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



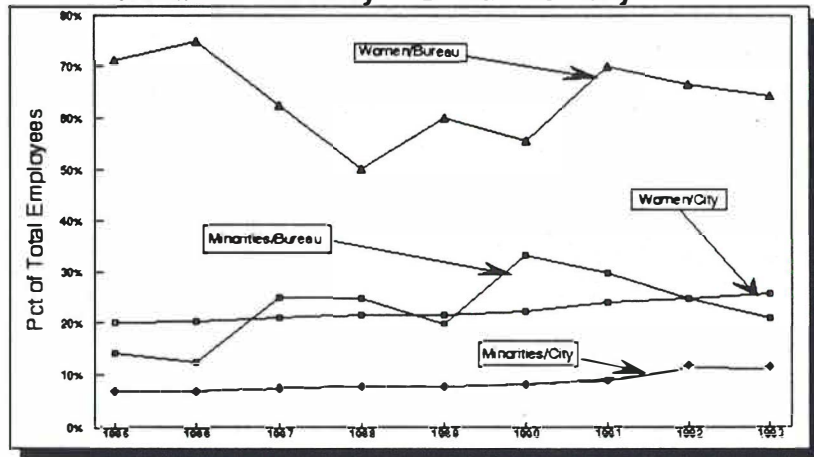
On-Site Programs Monitored

- Up 30% from 1992

Youth Served

- Up 100% from 1991

Workforce Diversity – Bureau vs. Citywide

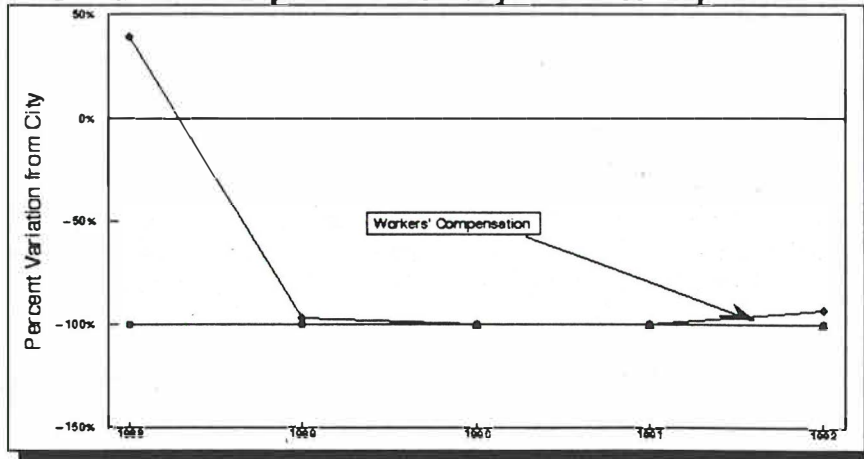


- Bureau's percentage of women employees is just over 64% while the city's average is about 26%.

- Bureau's percentage of minority employees is 21% exceeding the city's average of 11%.

- The Bureau's workers' compensation claims loss is well below the citywide average.
- There has been no general liability or fleet liability claims.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Community Development has identified the following objectives for FY 1993-94, as follows:

Administration

- *Implement the Comprehensive Housing Affordability Strategy (CHAS) and develop new 5-year CHAS.*
- *Develop and implement the Community Development Allocation Plan.*
- *Work with all interested parties to develop Kennedy School into a usable public facility.*
- *Review and update system of city-supported programs to assist non-profit developers of affordable housing.*
- *Provide assistance to low income homeowners in mid-county who are required to hook up to sewers.*

Public Safety/Emergency Services Programs

- *Complete and implement the Homeless Shelter Reconfiguration System.*
- *Provide support to shelters for victims of domestic violence.*
- *Provide support to the Drug Diversion Program.*
- *Implement the Strategies for Fair Housing (siting of facilities for special needs population).*
- *Complete feasibility study and support Fair Housing Enforcement Program.*

Youth Programs

- *Increase employment opportunities with a focus on low income N/NE Portland minority youth.*

MAJOR BUDGET NOTES

Some issues identified by Council are as follows:

- *Develop a community service program criteria and method of allocating funds within the General Fund and the Housing & Community Development Block Grant program.*
- *Develop a Citywide Internship Program.*

<u>EFFECTIVENESS MEASURES</u>	Actual	Revised	Proposed	Adopted
	FY 91-92	FY 92-93	FY 93-94	FY 93-94
Drug Diversion - % Clients Remaining Crime Free	80%	75%	75%	75%
Conservation Energy Program - % Clients Using Materials	90%	90%	90%	90%
<u>EFFICIENCY MEASURES</u>				
Bureau Admin. % Total HCD Program	N/A	3.5%	4.6%	4.6%
Bureau Admin. % Total HOME Program	N/A	0.5%	1.4%	1.4%
Transition Projects Cost/Bed Night	N/A	\$5.65	\$5.75	\$5.75
<u>WORKLOAD MEASURES</u>				
On-Site Programs Monitored	50	63	65	65
Emergency Services - Clients Served	N/A	N/A	1,800	1,800
Youth Served	592	728	1,118	1,118

BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$413,796	\$451,260	\$564,510	\$545,381	\$529,015
512000 Part-Time/Limited-Term Employees	22,445	9,252	11,526	17,083	5,591
514000 Overtime	0	0	0	0	0
515000 Premium Pay	789	5,058	600	1,850	1,675
517000 Benefits	164,217	179,520	214,660	208,754	196,348
Total Personal Services	\$601,247	\$645,090	\$791,296	\$773,068	\$732,629
521000 Professional Services	\$5,912	\$22,989	\$50,000	\$25,000	\$25,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	5,561	517	3,570	3,680	3,080
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	1,453,967	1,682,389	3,150,500	1,609,110	1,509,694
531000 Office Supplies	6,036	8,301	3,714	2,969	2,837
532000 Operating Supplies	2	1,010	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	50	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	1,609	1,616	1,300	1,200	1,200
541000 Education	7,582	5,521	6,400	5,950	5,750
542000 Local Travel	3,070	1,904	3,200	2,700	2,700
543000 Out-of-Town Travel	6,477	1,707	9,600	9,500	9,500
544000 External Rent	35,135	27,000	32,900	38,760	40,800
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	6,888	6,727	10,300	3,500	3,500
Subtotal External Materials & Services	\$1,532,239	\$1,759,731	\$3,271,484	\$1,702,369	\$1,604,061
551000 Fleet Services	\$1,152	\$1,269	\$2,795	\$2,795	\$2,795
552000 Printing/Distribution	15,993	26,031	23,261	28,783	25,199
553000 Facilities Services	0	0	0	0	0
554000 Communications	14,608	12,650	13,008	13,914	11,814
555000 Data Processing	892	1,200	1,263	2,786	2,786
556000 Insurance	18,221	17,513	22,585	18,297	17,119
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$50,866	\$58,663	\$62,912	\$66,575	\$59,713
Total Materials & Services	\$1,583,105	\$1,818,394	\$3,334,396	\$1,768,944	\$1,663,774
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	8,049	6,222	0	4,000	4,000
Total Capital Outlay	\$8,049	\$6,222	\$0	\$4,000	\$4,000
573000 Cash Transfers – Equipment	\$0	\$600	\$0	\$0	\$0
Total Bureau Expenses	\$2,192,401	\$2,470,306	\$4,125,692	\$2,546,012	\$2,400,403

BUREAU OF COMMUNITY DEVELOPMENT (540)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
7494	Sr. Community Relations Specialist	0	0	2	97,187	1	46,450	1	46,450
7492	Community Relations Specialist	2	2	3	131,145	3	138,685	2	91,726
7490	Community Relations Assistant	1	1	2	64,759	2	71,430	2	71,430
3246	Director of Community Development	1	1	1	55,374	1	58,094	1	58,094
3245	Program Manager	3	3	0	0	0	0	0	0
3229	Planner A	0	0	1	34,556	1	37,855	1	37,855
970	Program Manager II	0	0	1	48,593	1	51,810	1	51,810
968	Program Manager I	0	0	1	13,935	1	38,542	1	38,542
924	Administrative Supervisor III	0	0	1	33,608	1	38,690	1	38,690
827	Financial Analyst	1	1	1	39,812	1	44,600	1	44,600
819	Administrative Assistant I	1	1	0	0	0	0	0	0
813	City School Liaison	1	1	0	0	0	0	0	0
222	Secretarial Assistant	1	1	1	26,341	1	27,040	1	27,040
114	Clerical Specialist	0	0	1	19,200	1	22,778	1	22,778
Note:									
7494	Sr. Community Relations Specialist	0	0	0	0	0	(13,935)	0	0
924	Administrative Supervisor III	0	0	0	0	0	(7,738)	0	0
827	Financial Analyst	0	0	0	0	0	(8,920)	0	0
TOTAL FULL-TIME POSITIONS		11	11	15	564,510	14	545,381	13	529,015

HOUSING AND COMMUNITY DEVELOPMENT FUND (254)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Federal Sources</i>					
Block Grants	\$5,352,438	\$7,494,394	\$15,597,035	\$11,160,181	\$11,160,181
<i>Miscellaneous Revenues</i>					
Loan Repayments	5,705,384	3,605,147	13,060,000	9,293,000	9,293,000
Other Miscellaneous	44,106	1,931,997	1,910,000	0	0
Total External Revenue	11,101,928	13,031,538	30,567,035	20,453,181	20,453,181
Beginning Fund Balance	0	0	0	0	0
TOTAL RESOURCES	\$11,101,928	\$13,031,538	\$30,567,035	\$20,453,181	\$20,453,181
REQUIREMENTS					
Bureau Expenses					
Personal Services	\$0	\$0	\$0	\$0	\$0
External Materials & Services	8,805,562	10,900,569	27,939,746	17,964,735	17,964,735
<i>Internal Materials & Services</i>					
General	1,030,520	1,120,581	1,268,190	1,387,898	1,385,498
Transportation Operating	51,952	20,812	27,811	27,823	27,823
LID Construction	626,837	323,148	255,475	45,897	45,897
Environmental Services	0	12,502	17,498	15,000	15,000
Buildings Operating	294,362	379,461	526,098	569,429	569,429
	2,003,671	1,856,504	2,095,072	2,046,047	2,043,647
Capital Outlay	0	0	0	0	0
Total Bureau Expenses	10,809,233	12,757,073	30,034,818	20,010,782	20,008,382
Fund Requirements					
<i>Contingency</i>					
General Operating Contingency	0	0	177,529	88,111	90,511
Encumbrance Carryover	0	0	0	0	0
	0	0	177,529	88,111	90,511
<i>Interfund Cash Transfers</i>					
General - Overhead	207,313	203,690	242,898	225,247	225,247
Transportation Construction	26,080	10,543	7,328	11,673	11,673
Buildings Operating	59,302	60,232	104,462	117,368	117,368
	292,695	274,465	354,688	354,288	354,288
Unappropriated Ending Balance	0	0	0	0	0
TOTAL REQUIREMENTS	\$11,101,928	\$13,031,538	\$30,567,035	\$20,453,181	\$20,453,181

HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (532)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
Personal Services	\$0	\$0	\$0	\$0	\$0
External Materials and Services	8,805,562	10,900,569	27,939,746	17,964,735	17,964,735
Internal Materials and Services	2,003,671	1,856,504	2,095,072	2,046,047	2,043,647
Minor Capital Outlay	0	0	0	0	0
Cash Transfers-Equipment	0	0	0	0	0
Total Operating Budget	\$10,809,233	\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382
Capital Improvements	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$10,809,233	\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382
Allocated Overhead Costs				225,247	225,247
Total Cost with Allocated Overhead				\$20,236,029	\$20,233,629
Authorized Full-Time Positions					
Total	0	0	0	0	0
SOURCE OF FUNDING					
Housing and Community Development Fund (254)	\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382	
PROGRAMS					
Administration		\$599,046	\$648,521	\$888,546	\$886,146
Positions		0	0	0	0
Housing		8,736,789	22,352,126	14,266,845	14,266,845
Positions		0	0	0	0
Neighborhood Improvement		506,108	502,429	414,220	414,220
Positions		0	0	0	0
Economic Development		982,279	1,563,503	1,414,208	1,414,208
Positions		0	0	0	0
Community Services		1,932,851	4,968,239	3,026,963	3,026,963
Positions					
TOTAL PROGRAMS		\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382
Positions		0	0	0	0

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Housing and Community Development (HCD) Program has two goals: improve the quality and livability of low income neighborhoods which are experiencing blight and deterioration and assist in providing programs which meet the needs of low-income households. The HCD fund has five major program areas: Housing, Neighborhood Improvements, Economic Development, Community Services, and Administration.

The HCD Program has two sources of revenue: Community Development Block Grant and program income. Block grant funding includes Portland's annual entitlement of \$10.6 million and unobligated carryover identified in the current year and set aside for the upcoming fiscal year of \$545,000. The program income consist of rehabilitation loan repayments, lien repayments, private financing and revenue generated from HCD funded activities of \$9.3 million.

The HCD programs will drop by \$10 million for FY 1993-94 from the revised FY 1992-93 level. The decline is due to two factors: 1) a decrease of \$5.7 million in estimated housing loans supplied by private banks which will reflect more accurately the private resources being received; and 2) a reduction of \$3.5 million of one-time

HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (532)

Service Area: Community Development & Services

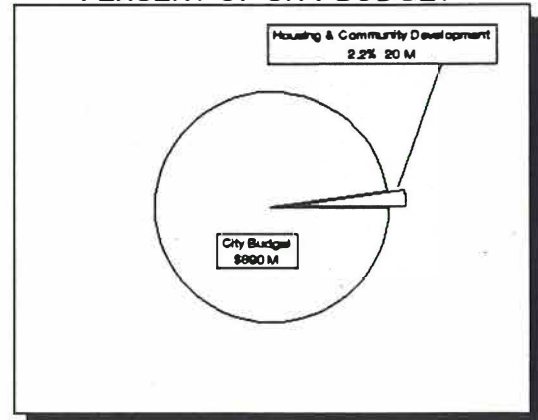
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

funds used to expand or implement projects identified in the Comprehensive Housing Affordability Strategy (CHAS), a regional plan for development of housing. The HCD budget continues support of \$13.5 million to Portland Development Commission which consist of \$12.1 million for housing programs, \$27,000 for neighborhood improvements, \$1.4 million for economic development, and within the general fund special appropriations, \$472,000 for business development to replace the loss of tax increment and \$1.6 million for Elder Hope Short-Term Loans to meet interim financing awaiting permanent long term financing which will be replaced to the general fund reserves.

PERCENT OF CITY BUDGET



DESCRIPTION OF PROGRAMS

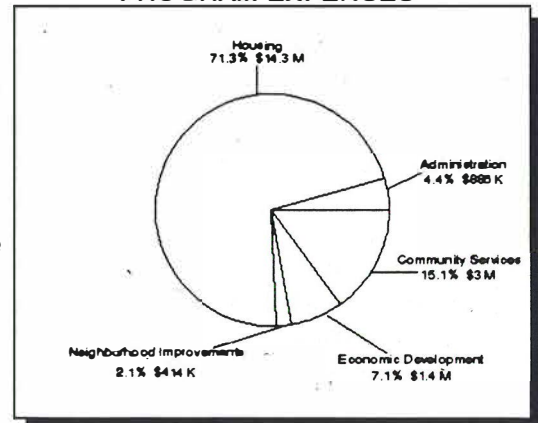
Administration

This program provides the grant and program administration for the Housing and Community Development Program, staff to the Housing & Community Development Commission and administration of the HOME grant.

Housing

This program provides for improvement and preservation to the City's housing stock, including home improvement loans and home ownership programs. The Bureau of Community Development provides staff for the HOME entitlement program and for the Housing and Community Development Commission.

PROGRAM EXPENSES



Neighborhood Improvements

This program provides long-range neighborhood improvement projects for low income HCD neighborhoods which are identified in the neighborhood improvement plans or neighborhood needs requests.

Economic Development

This program provides loans, employment programs and direct assistance to businesses to retain jobs presently existing in the City and to create new jobs for specific City residents.

Community Services

This program assists low income residents and neighborhoods by providing projects which address housing, neighborhood improvement and economic development such as short range neighborhood cleanups, nuisance abatement and neighborhood association assistance.

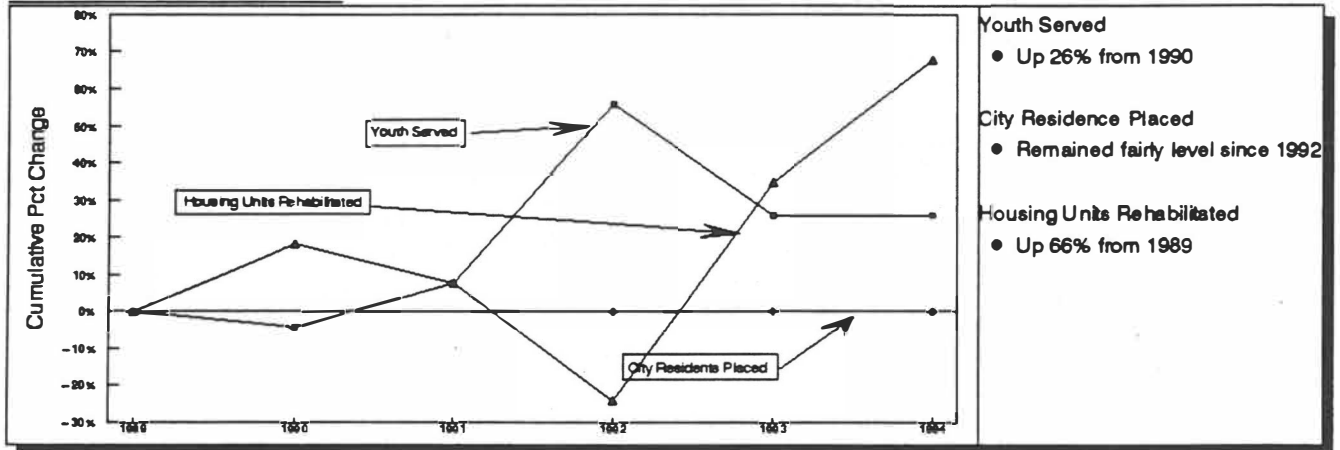
HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (532)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



Workforce Diversity – Bureau vs. Citywide

There are no workforce diversity data.

Bureau Loss Experience Vs. Citywide Loss Experience

There are no general liability, workers' compensation liability or fleet liability claims.

BUREAU MANAGEMENT OBJECTIVES

Housing and Community Development Block Grant has identified some objectives for FY 1993–94, as follows:

Administration

- Complete the annual update of the Comprehensive Housing Affordability Strategy.
- Develop a Community Development Plan for allocation of funding.

Housing

- Increase capacity of non-profit community corporations to provide low income housing opportunities.
- Provide financial assistance to acquire and renovate over 650 units of affordable housing.
- Provide assistance to low income homeowners in mid-county who are required to hook up to sewers.

Neighborhood Improvements

- Complete all existing capital improvement projects.
- Continue with District Planning process, complete Outer Southeast Plan, and develop Ed Benedict Park.

Economic Development

- Increase employment opportunities, particularly for residents of N/NE Portland.

Community Services

- Maintain services needed by low income persons while remaining in compliance with federal limitations on such programs.

HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (532)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

MAJOR BUDGET NOTES

An issue identified by Council is to develop a community service program criteria and method of allocating funds within the General Fund and the Housing and Community Development Block Grant program.

	<i>Actual</i> <u>FY 91-92</u>	<i>Revised</i> <u>FY 92-93</u>	<i>Proposed</i> <u>FY 93-94</u>	<i>Adopted</i> <u>FY 93-94</u>
<u>EFFECTIVENESS MEASURES</u>				
Update CHAS	N/A	N/A	1	1
Develop Comm. Dev. Plan	N/A	N/A	1	1
Complete Outer SE Plan	N/A	N/A	1	1
% Programs Monitored	100%	100%	100%	100%
<u>EFFICIENCY MEASURES</u>				
Bureau Admin. % of total HCD Program		3.5%	3.5%	3.5%
Bureau Admin. % of total HOME Program		2%	2%	2%
<u>WORKLOAD MEASURES</u>				
No. Youth Served	180	260	210	210
JobNet-No. City Residents Placed	N/A	250	250	250
No. Housing Units Rehabilitated	527	934	1,164	1,164

HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT (532)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES -- LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
512000 Part-Time/Limited-Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	0	0	0
Total Personal Services	\$0	\$0	\$0	\$0	\$0
521000 Professional Services	\$0	\$0	\$0	\$0	\$0
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	8,805,562	10,900,569	27,939,746	17,964,735	17,964,735
531000 Office Supplies	0	0	0	0	0
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	0	0	0	0
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	0	0	0	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	0	0	0	0	0
Subtotal External Materials & Services	\$8,805,562	\$10,900,569	\$27,939,746	\$17,964,735	\$17,964,735
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	0	0	0	0	0
553000 Facilities Services	0	0	0	0	0
554000 Communications	0	0	0	0	0
555000 Data Processing	0	0	0	0	0
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	2,003,671	1,856,504	2,095,072	2,046,047	2,043,647
Subtotal Internal Materials & Services	\$2,003,671	\$1,856,504	\$2,095,072	\$2,046,047	\$2,043,647
Total Materials & Services	\$10,809,233	\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	0	0	0	0
Total Capital Outlay	\$0	\$0	\$0	\$0	\$0
573000 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$10,809,233	\$12,757,073	\$30,034,818	\$20,010,782	\$20,008,382

	<i>Actual</i> <i>FY 90-91</i>	<i>Actual</i> <i>FY 91-92</i>	<i>Revised Budget</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<u>RESOURCES</u>					
<u>External Revenue</u>					
<i>Federal Sources</i>					
<i>Block Grants</i>	0	0	4,297,000	2,831,000	2,831,000
Total External Revenue	0	0	4,297,000	2,831,000	2,831,000
Beginning Fund Balance	0	0	0	492,702	492,702
TOTAL RESOURCES	\$0	\$0	\$4,297,000	\$3,323,702	\$3,323,702
<u>REQUIREMENTS</u>					
<u>Bureau Expenses</u>					
<i>Personal Services</i>	\$0	\$0	\$0	\$42,619	\$0
<i>External Materials & Services</i>	0	0	3,760,405	3,279,901	3,277,593
<i>Internal Materials & Services</i>	0	0	0	1,182	46,109
Total Bureau Expenses	0	0	3,760,405	3,323,702	3,323,702
<u>Fund Requirements</u>					
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	536,595	0	0
<i>Unappropriated Ending Balance</i>	0	0	0	0	0
TOTAL REQUIREMENTS	\$0	\$0	\$4,297,000	\$3,323,702	\$3,323,702

The Home Program is a new Home Investment Partnership Program approved by Congress in November of 1990 and administered by the U.S. Department of Housing and Community Development. This new federal entitlement grant is to assist local governments with the development of affordable housing. The Multnomah County HOME Consortium consisting of the City of Portland, Multnomah County and the City of Gresham will receive approximately \$2.8 million of federal funding for FY 1993, a 30% reduction from FY 1992, and carryover of \$492,702. Portland is the lead partner of the consortium and is responsible for receiving and administering the Home Grant.

Home funds will be used for acquisition, rehabilitation and/or new construction of housing for low income and special needs persons. The City will contract with implementing agencies or project sponsors to carry out eligible HOME activities in accordance with the principles and priorities in the adopted Comprehensive Housing Affordable Strategy (CHAS) in December, 1992.

BUREAU OF PLANNING (510)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$2,792,008	\$3,073,759	\$2,873,176	\$3,010,569	\$3,155,569
<i>External Materials and Services</i>	175,944	134,890	373,243	187,793	187,793
<i>Internal Materials and Services</i>	549,192	480,584	595,999	512,730	494,493
<i>Minor Capital Outlay</i>	110,363	27,940	13,000	17,325	17,325
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
Total Operating Budget	\$3,627,507	\$3,717,173	\$3,855,418	\$3,728,417	\$3,855,180
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$3,627,507	\$3,717,173	\$3,855,418	\$3,728,417	\$3,855,180
<i>Allocated Overhead Costs</i>				589,002	589,002
Total Cost with Allocated Overhead				\$4,317,419	\$4,444,182
Authorized Full-Time Positions					
<i>Total</i>	62	62	59	55	59
<i>General Fund Discretionary</i>	40	34	34	34	36
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		2,107,622	2,278,615	2,255,589	2,382,352
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		52,038	134,992	0	0
<i>Contract Revenue</i>		165,471	36,500	0	0
<i>Interagency Services</i>		480,200	560,127	507,828	507,828
<i>Bureau Program Revenue</i>		911,842	845,184	965,000	965,000
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		1,609,551	1,576,803	1,472,828	1,472,828
Total General Fund Resources		\$3,717,173	\$3,855,418	\$3,728,417	\$3,855,180
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Support Services</i>		\$732,840	\$795,955	\$722,729	\$760,770
<i>Positions</i>		13.5	12	11	12
<i>Current Planning</i>		1,109,360	939,851	1,291,912	1,277,634
<i>Positions</i>		18	17	19	19
<i>Long Range Planning</i>		1,084,092	1,081,211	758,302	861,302
<i>Positions</i>		14.5	13	9	12
<i>Permit Center</i>		257,007	305,774	424,321	424,321
<i>Positions</i>		6	6	7	7
<i>District Planning</i>		533,874	732,627	531,153	531,153
<i>Positions</i>		10	11	9	9
TOTAL PROGRAMS		\$3,717,173	\$3,855,418	\$3,728,417	\$3,855,180
<i>Positions</i>		62	59	55	59

BUREAU OF PLANNING (510)

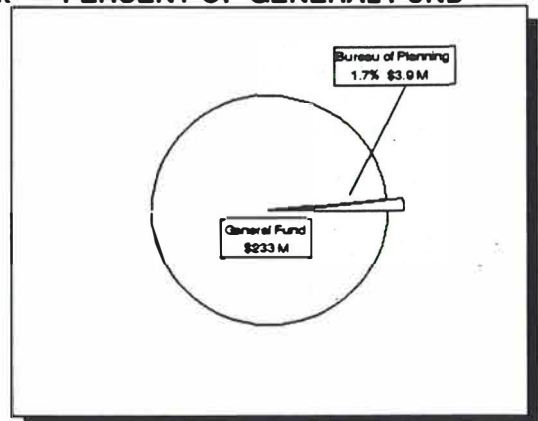
Service Area: Community Development & Services
Commissioner—in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The mission of the Bureau of Planning is to maintain and implement development of the City. As the City's central planning support agency, the 1993-94 budget consist of the following programs: Support Services, Current Planning, Long Range Planning and Urban Design, Permit Center, and District Planning. The budget will support: continuation of the implementation of the growth strategies of the Livable City Project; implementation of the Albina Community Plan; continuation of the Outer Southeast Community Plan; increase services to the Current Planning and Permit Center to meet increased workloads; rewrite the land division and environmental codes; deal with the backlog of zoning code amendments; complete an updated cost of service study to establish a system for assessing fees and related Council policies; and with two additional long range planners, respond to neighborhood requests for planning services. In addition, the Bureau will be assisting the Bureau of Environmental Services project engineers in site designs to achieve water quality standards and assisting the Office of Transportation on transportation-related land use issues.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Support Services

This program provides administrative and graphic support to the other programs as well as provide staff support to the Planning Commission and the Bureau's Advisory Committee.

Current Planning

This program administers the land use reviews mandated by City ordinance and State law. Staff members also provide support for the Landmarks and Design Commissions assisting in processing applications for major and minor design reviews.

Long Range Planning and Urban Design

This program maintains, improves and implements land use and design policies adopted by City Council to enhance the City's appearance and livability. In addition, services include mandating periodic review of the City's Comprehensive Plan for compliance with adopted statewide land use planning goals.

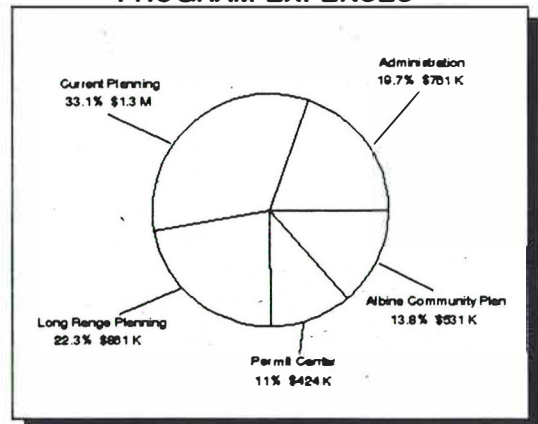
Permit Center

This program provides planning and zoning services to the public, issuing permits to the public, receiving land use review applications, and developing brochures and information packets for staff and public use.

District Planning

This program develops revitalization plans addressing housing, economic development, infrastructure, historic preservation and human service issues affecting the neighborhoods.

PROGRAM EXPENSES



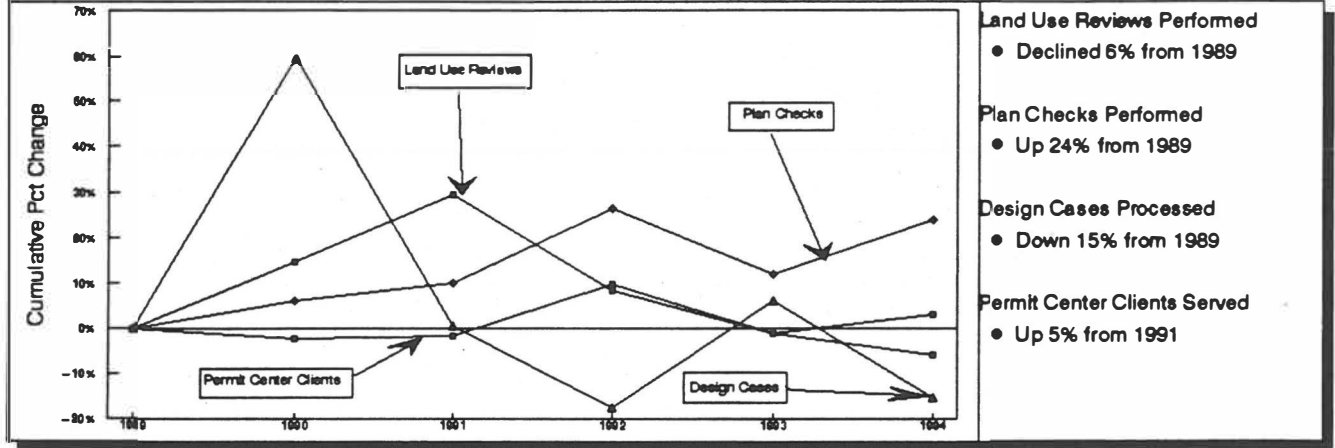
BUREAU OF PLANNING (510)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



Land Use Reviews Performed

- Declined 6% from 1989

Plan Checks Performed

- Up 24% from 1989

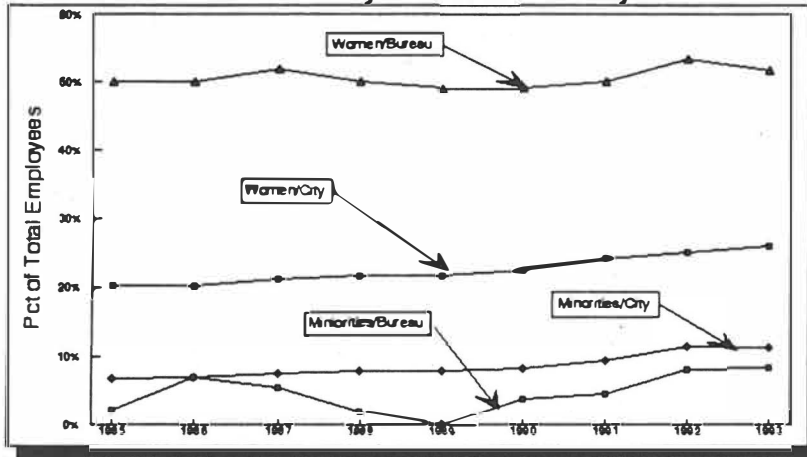
Design Cases Processed

- Down 15% from 1989

Permit Center Clients Served

- Up 5% from 1989

Workforce Diversity – Bureau vs. Citywide

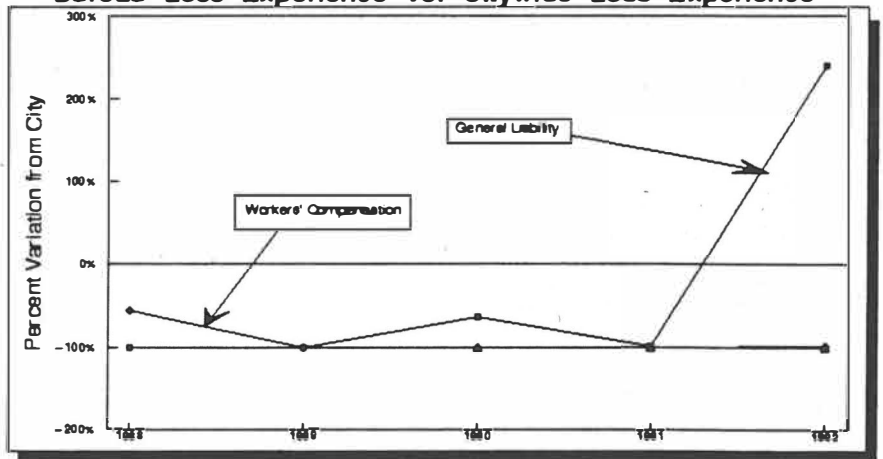


- Bureau's percentage of women employees is 52% exceeding the city's average of 26%.

- Bureau's percentage of minority employees is 8% just below the city's average of 11%.

- The workers' compensation claims represent isolated cases in 1988 and 1992.
- General liability claims is below the citywide average, but claims paid out exceeded the citywide average.
- The bureau has no fleet liability claims.
- Estimated annual savings resulting from a 15% reduction in claims is \$4,239.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF PLANNING (510)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES**BUREAU MANAGEMENT OBJECTIVES**

The Bureau of Planning has identified some objectives for FY 1993-94, as follows:

- *Together with area property owners, residents, businesses and other City agencies, complete a River District Plan detailing future land uses and public facility investments to support those land uses in a 100-acre area including the Hoyt Street and Union Station railyards, the Port's Terminal One property, and adjoining riverfront lands.*
- *Monitor Metro's Region 2040 growth management planning and assist the City's representatives on Metro's Policy Advisory Committee in advocating Metro approval (by December, 1993) of a 50-year regional growth form that reinforces the public's investment in the City's infrastructure by avoiding continued suburban sprawl.*
- *Develop and refine strategies for locating well-designed, compatible new development in Portland, increasing the amount of regional growth that can be accommodated through infill and revitalization.*
- *Increase the efficiency of the Bureau's geographic information system and Macintosh network to provide customer service in the form of more accessible and accurate information, prompter case processing and research support for long range and community planning projects.*
- *Aid the efficient functioning of the development review process by continuing monitoring of the 1990 Zoning Code, assessing and modifying the environmental zones as needed, and updating the land division code, Title 34 of the City Code.*

MAJOR BUDGET NOTES

Some issues identified by Council are as follows:

- *Review fee increases after completion of a regulatory and development process review.*
- *Develop benchmarks for measuring future outcome of district plans.*
- *Participate in a Citywide regulatory review.*
- *The Bureau is collaborating with Buildings to improve the development review processes.*

	<u>Actual</u> FY 91-92	<u>Revised</u> FY 92-93	<u>Proposed</u> FY 93-94	<u>Adopted</u> FY 93-94
<u>EFFECTIVENESS MEASURES</u>				
% Type II Cases By Planning Staff Upheld By Review Body	95%	95%	95%	95%
% City's Area With Adopted Comprehensive Plan Update Through District Planning	5%	5%	22%	22%
<u>EFFICIENCY MEASURES</u>				
% Cases Reviewed By City Within 120-Day	100%	100%	100%	100%
% City's Area With District Planning Underway	17%	40%	48%	48%
<u>WORKLOAD MEASURES</u>				
Land Use Reviews Performed	689	630	600	600
Design Cases Processed	195	250	200	200
Plan Checks Performed	3,161	2,800	3,100	3,100
Permit Center Clients Served	13,847	12,500	13,000	13,000

BUREAU OF PLANNING (510)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$2,035,154	\$2,185,110	\$2,031,390	\$2,180,022	\$2,212,939
512000 Part-Time/Limited-Term Employees	7,655	53,501	58,793	0	70,583
514000 Overtime	3,961	2,851	5,000	1,700	1,700
515000 Premium Pay	2,581	2,685	4,000	4,000	4,000
517000 Benefits	742,657	829,612	773,993	824,847	866,347
Total Personal Services	\$2,792,008	\$3,073,759	\$2,873,176	\$3,010,569	\$3,155,569
521000 Professional Services	\$48,793	\$19,055	\$230,500	\$58,750	\$58,750
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	2,000	0	0
524000 Repair & Maintenance	14,105	24,018	26,152	20,000	20,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	30,336	29,507	33,950	29,600	29,600
531000 Office Supplies	20,584	12,190	26,500	23,936	23,936
532000 Operating Supplies	350	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	31,021	18,292	13,740	11,500	11,500
535000 Clothing	0	0	0	0	0
539000 Other Commodities	1,500	1,750	1,400	1,400	1,400
541000 Education	6,402	7,339	9,000	9,000	9,000
542000 Local Travel	145	226	1,200	1,200	1,200
543000 Out-of-Town Travel	7,273	4,200	5,800	5,800	5,800
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	11,400	13,382	16,000	16,000	16,000
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	4,035	4,931	7,001	10,607	10,607
Subtotal External Materials & Services	\$175,944	\$134,890	\$373,243	\$187,793	\$187,793
551000 Fleet Services	\$6,609	\$9,670	\$11,693	\$7,545	\$7,545
552000 Printing/Distribution	223,830	159,174	221,857	152,000	137,722
553000 Facilities Services	206,749	196,638	228,566	217,172	213,213
554000 Communications	34,834	32,526	44,913	49,622	49,622
555000 Data Processing	6,200	9,079	3,999	6,070	6,070
556000 Insurance	70,970	73,497	84,971	80,321	80,321
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$549,192	\$480,584	\$595,999	\$512,730	\$494,493
Total Materials & Services	\$725,136	\$615,474	\$969,242	\$700,523	\$682,286
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	110,363	27,940	13,000	17,325	17,325
Total Capital Outlay	\$110,363	\$27,940	\$13,000	\$17,325	\$17,325
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$3,627,507	\$3,717,173	\$3,855,418	\$3,728,417	\$3,855,180

BUREAU OF PLANNING (510)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
3359	Project Manager	0	2	1	51,949	1	56,054	1	56,054
3271	Graphics Illustrator II	1	1	1	36,289	1	39,756	1	39,756
3270	Graphics Illustrator I	3	3	3	83,959	2	77,935	3	93,525
3238	City Planning Director	1	1	1	66,231	1	72,266	1	72,266
3236	Chief Planner	4	2	3	157,728	3	171,511	3	171,511
3231	Sr. City Planner	10	9	9	388,845	9	432,736	9	432,736
3229	City Planner	25	26	25	786,942	23	875,681	26	905,808
3226	District Plan Manager	1	1	0	0	0	0	0	0
3222	Permit Center Supervisor	0	0	1	46,542	1	48,014	1	48,014
3108	Technician II	0	0	0	0	1	33,253	1	33,253
3107	Technician I	2	2	2	50,648	1	25,455	1	25,455
2544	Sr. MIS Support Technician	1	1	1	40,800	1	45,080	1	45,080
2540	MIS Support Technician	1	1	0	0	0	0	0	0
924	Admin. Supervisor III	1	1	1	40,506	1	42,615	1	42,615
819	Administrative Assistant	0	0	0	0	1	32,371	1	32,371
813	City-Community Liaison	1	0	0	0	0	0	0	0
514	Associate Accountant	0	1	1	29,023	1	23,636	1	23,636
510	Accounting Assistant	1	1	1	25,077	1	21,703	1	21,703
345	Word Processing Operator I	3	2	2	49,694	1	38,400	1	25,600
245	Hearing Clerk	1	1	1	31,967	1	28,437	1	28,437
222	Secretarial Assistant	1	1	1	26,246	0	0	0	0
221	Secretarial Clerk II	2	2	2	48,984	2	44,072	2	44,072
210	Typist Clerk	1	1	1	20,650	1	21,277	1	21,277
114	Clerical Specialist	2	3	2	49,310	2	49,770	2	49,770
TOTAL FULL-TIME POSITIONS		62	62	59	2,031,390	55	2,180,022	59	2,212,939

Bureau of Buildings (520)

Service Area: Community Development & Services

Commissioner—in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$6,743,662	\$7,452,677	\$7,770,950	\$8,768,070	\$8,768,070
<i>External Materials and Services</i>	706,540	720,943	1,119,059	897,727	927,227
<i>Internal Materials and Services</i>	1,222,370	1,433,127	1,460,274	1,512,986	1,507,072
<i>Minor Capital Outlay</i>	135,815	118,822	100,194	100,000	100,000
<i>Cash Transfers—Equipment</i>	40,000	50,000	10,000	40,000	40,000
Total Operating Budget	\$8,848,387	\$9,775,569	\$10,460,477	\$11,318,783	\$11,342,369
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$8,848,387	\$9,775,569	\$10,460,477	\$11,318,783	\$11,342,369
<i>Allocated Overhead Costs</i>				462,983	462,983
Total Cost with Allocated Overhead				\$11,781,766	\$11,805,352
Authorized Full-Time Positions					
<i>Total</i>	144	150	152	163	163
<i>General Fund Discretionary</i>	22	22	22	21	21
SOURCE OF FUNDING					
Buildings Operating Fund (116)		\$9,775,569	\$10,460,477	\$11,318,783	\$11,342,369
PROGRAMS					
Administration		\$1,491,760	\$1,717,367	\$1,540,938	\$1,564,524
<i>Positions</i>		14	14	15	15
Commercial Inspection		3,526,276	3,548,296	2,718,235	2,718,235
<i>Positions</i>		62	61	45	45
Code Compliance		468,571	467,741	484,871	484,871
<i>Positions</i>		7	7	7	7
Combination Inspections		516,872	656,984	1,769,897	1,769,897
<i>Positions</i>		7	10	27	27
Neighborhood Quality		1,820,900	2,116,318	2,262,606	2,262,606
<i>Positions</i>		26	26	29	29
Plan Review/Permit Center		1,951,190	1,953,771	2,542,236	2,542,236
<i>Positions</i>		34	34	40	40
TOTAL PROGRAMS		\$9,775,569	\$10,460,477	\$11,318,783	\$11,342,369
<i>Positions</i>		150	152	163	163

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The mission of the Bureau of Buildings is enhancing and maintaining the City's physical environment through the enforcement of State construction codes and City ordinances relating to housing, zoning, nuisance abatement, and noise control. The budget supports the following programs: Administration, Combination Inspections, Commercial Inspections, Plan Review and Permit Center, Code Compliance, and the Neighborhood Inspections Division. The budget will support an increased level of service to meet the expectations of the customers in the following programs: combination inspections, plan review and permits, and neighborhood inspections. The expected increase in fee revenue and the remaining reserves are more than adequate to fund the increased level of services. The budget supports implementation of the combination inspection program transitioning to one combination inspector instead of four specialty inspectors for residential construction; enforcement of quality rental housing in targeted areas with substandard conditions; and neighborhood inspection and nuisance abatement activities in Portland's east side annexed areas.

Bureau of Buildings (520)

Service Area: Community Development & Services

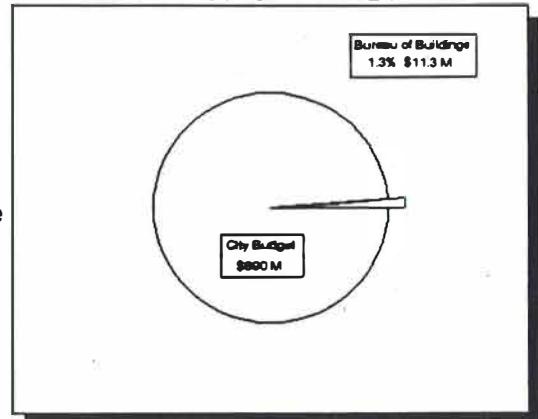
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

All the programs except Neighborhood Inspections are self-supporting through building permits and other construction-related revenues. The Neighborhood inspections costs not recovered from related revenues are subsidized by a transfer from the General Fund. The program is funded by General Fund, refuse disposal fees, and other miscellaneous fees. The abandoned auto program transferred to the Office of Transportation within the Bureau of Traffic Management to improve coordination with other neighborhood traffic management programs. However, the Bureau will continue to inspect abandoned automobiles on private properties as required by the City code.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Administration

This program is responsible for budgeting, accounting, personnel, and supervision of the bureau's efforts to enforce the Uniform Building Code and other related codes.

Code Compliance

This program processes code violations for the Code Hearings Officer, administers zoning compliance, coordinates zoning and building code violations in the unincorporated County, conducts inspections and provides reports to Multnomah County for prosecution.

Commercial Inspections

This program enforces the Oregon structural, fire, and life safety codes, as well as the State specialty codes (plumbing, electrical and mechanical), and performs on-site inspections of new construction or significant remodeling within the City of Portland and unincorporated Multnomah County.

Combination Inspections

This program provides structural, mechanical, electrical, and plumbing inspections for one and two family dwellings by cross-trained combination inspectors.

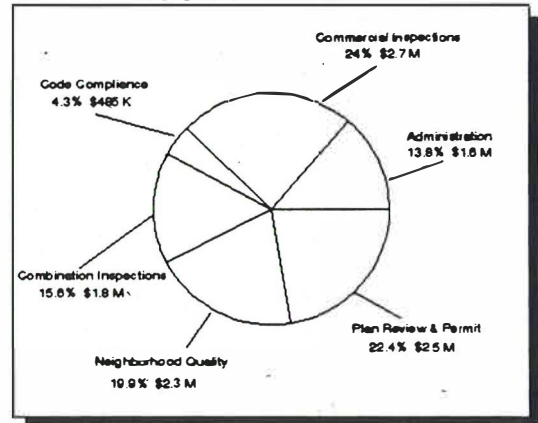
Plan Review/Permit Center

This program reviews and processes construction permit applications 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 budget continues support for the Residential Permit Night to assist both homeowners and residential contractors.

Neighborhood Inspections

This program enforces the City's code for nuisance abatement, abandoned automobiles on private property, substandard housing, dangerous buildings, and noise.

PROGRAM EXPENSES



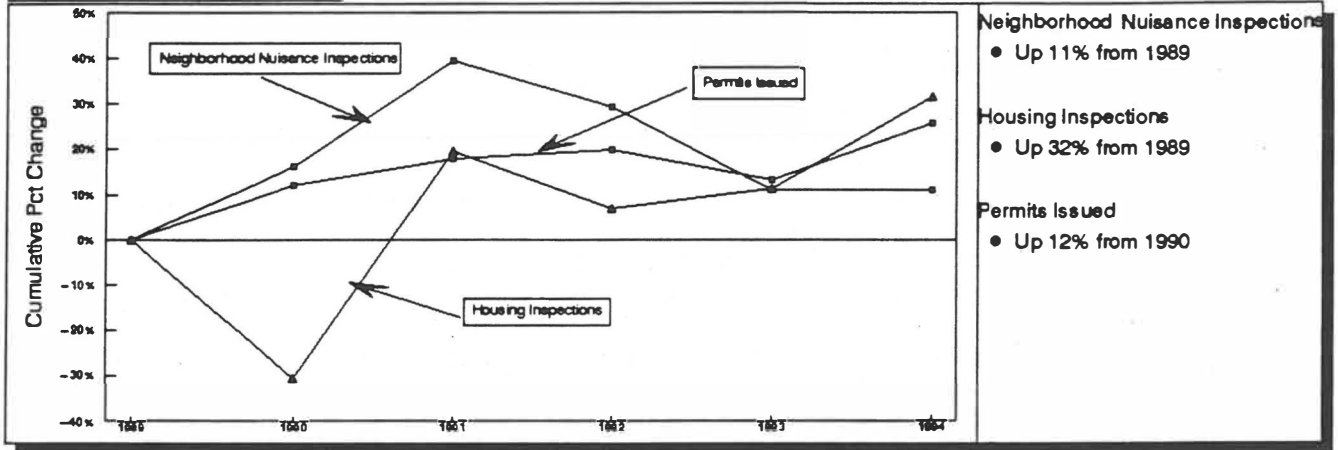
Bureau of Buildings (520)

Service Area: Community Development & Services

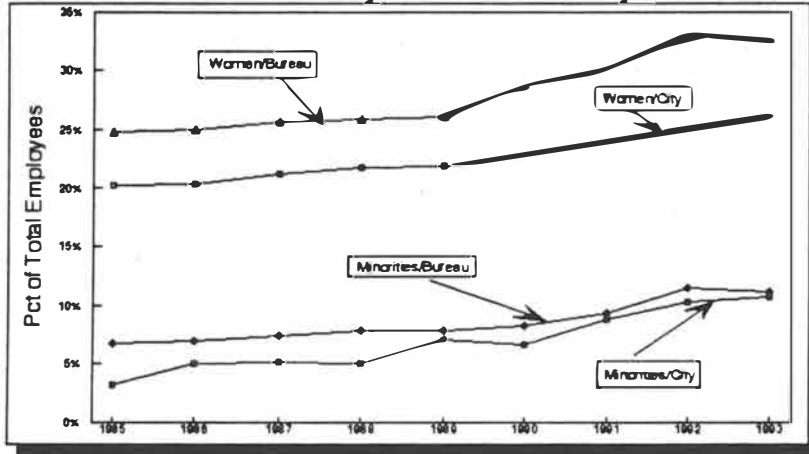
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



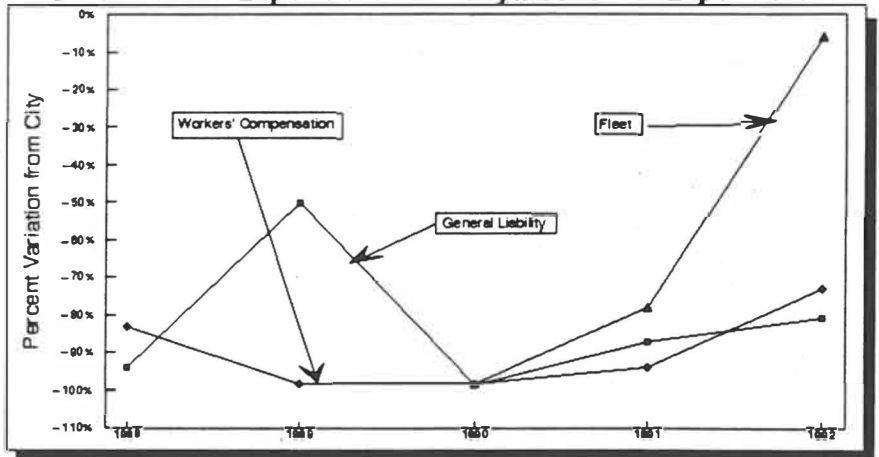
Workforce Diversity – Bureau vs. Citywide



- Bureau's percentage of women employees is 33% exceeding the city's average of 26%.
- Bureau's percentage of minority employees matches the city's average of 11%.

- The Bureau's general liability and workers' compensation claims loss are well below the citywide average.
- The Bureau's fleet liability is slightly less than the citywide average claim loss.
- Estimated annual savings resulting from a 15% reduction in claims is \$5,222.

Bureau Loss Experience Vs. Citywide Loss Experience



Bureau of Buildings (520)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Bureau of Buildings has some primary objectives for FY 1993-94, as follows:

- *Write both a business plan and an automation plan for the bureau.*
- *Improve response time for plan review, Permit Center wait time, and telephone call-backs.*
- *Begin using in-plant inspections and minor labels in building, mechanical, and plumbing specialties; exempting unimportant work from permits and inspections.*
- *Implement housing inspection programs for proactive inspections.*
- *Identify alternative funds for housing inspection programs and begin more aggressive collections program.*
- *Begin reorganization plans for team approach to commercial inspections.*
- *Improve consistency, quality control, and internal communication for permit processing and plan review.*

MAJOR BUDGET NOTES

Some issues identified by Council are as follows:

- *Cost of Service Study*
- *Participate in a Citywide Regulatory Review.*
- *Collaborating with Planning to improve the development review processes.*

EFFECTIVENESS MEASURES

No. Housing Units Brought Up to Code as a Result of Neighborhood Inspect. Div.

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
No. Housing Units Brought Up to Code as a Result of Neighborhood Inspect. Div.	660	800	850	850

EFFICIENCY MEASURES

% Inspections Within 24 Hours of Request Commercial Inspections Division	N/A	95%	99%	99%
% Inspections Within 24 Hours of Request Combination Inspections Program	N/A	95%	99%	99%
% Emergency Housing Inspections Within 24 Hours - Residential Inspections Division	N/A	95%	95%	95%
% Plan Reviews for New Housing Within 5 Working Days	N/A	50%	95%	95%

WORKLOAD MEASURES

Neighborhood Nuisance Inspections	25,613	22,000	22,000	22,000
Housing Inspections	10,548	11,000	13,000	13,000
Permits Issued	37,594	35,500	39,400	39,400

Bureau of Buildings (520)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	4,717,153	5,155,780	5,388,825	6,081,072	6,081,072
512000 Part-Time/Limited-Term Employees	132,779	175,314	138,704	203,421	203,421
514000 Overtime	56,719	64,182	56,195	56,195	56,195
515000 Premium Pay	18,665	40,727	49,160	49,160	49,160
517000 Benefits	1,818,346	2,016,674	2,138,066	2,378,222	2,378,222
Total Personal Services	\$6,743,662	\$7,452,677	\$7,770,950	\$8,768,070	\$8,768,070
521000 Professional Services	48,735	24,805	56,175	73,875	73,875
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	572	0	0	0
524000 Repair & Maintenance	12,876	40,673	21,945	22,257	22,257
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	411,334	424,721	801,882	570,638	596,438
531000 Office Supplies	46,024	44,154	28,327	33,843	37,543
532000 Operating Supplies	12,452	13,507	21,968	21,120	21,120
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	50,884	43,100	15,327	13,806	13,806
535000 Clothing	4,557	4,618	5,930	6,885	6,885
539000 Other Commodities	0	0	0	0	0
541000 Education	19,333	23,471	30,661	34,758	34,758
542000 Local Travel	334	1,257	2,463	2,323	2,323
543000 Out-of-Town Travel	8,902	13,241	19,830	20,635	20,635
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	59,963	47,619	70,000	60,000	60,000
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	31,146	39,205	44,551	37,587	37,587
Subtotal External Materials & Services	\$706,540	\$720,943	\$1,119,059	\$897,727	\$927,227
551000 Fleet Services	283,680	248,528	273,222	260,933	260,933
552000 Printing/Distribution	225,638	236,098	228,216	254,642	254,642
553000 Facilities Services	295,948	317,415	315,366	322,763	316,849
554000 Communications	106,660	107,142	166,334	191,966	191,966
555000 Data Processing	88,611	96,523	49,736	47,824	47,824
556000 Insurance	212,362	206,043	209,287	195,056	195,056
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	9,471	221,378	218,113	239,802	239,802
Subtotal Internal Materials & Services	\$1,222,370	\$1,433,127	\$1,460,274	\$1,512,986	\$1,507,072
Total Materials & Services	\$1,928,910	\$2,154,070	\$2,579,333	\$2,410,713	\$2,434,299
561000 Land	0	0	0	0	0
562000 Buildings	0	0	0	0	0
563000 Improvements	54,068	0	0	0	0
564000 Equipment	81,747	118,822	100,194	100,000	100,000
Total Capital Outlay	\$135,815	\$118,822	\$100,194	\$100,000	\$100,000
573000 Cash Transfers – Equipment	40,000	50,000	10,000	40,000	40,000
Total Bureau Expenses	\$8,848,387	\$9,775,569	\$10,460,477	\$11,318,783	\$11,342,369

Bureau of Buildings (520)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
3232	Planner A	1	1	0	0	0	0	0	0
3229	City Planner	0	0	1	34,556	1	37,855	1	37,855
3224	Plan Review Manager	0	0	1	57,974	1	61,967	1	61,967
3223	Chief Building Plans Examiner	1	1	1	47,899	1	50,488	1	50,488
3222	Permit Center Supervisor	1	1	1	46,917	1	51,010	1	51,010
3221	Building Plans Examiner II	8	8	8	316,209	9	355,210	9	355,210
3220	Building Plans Examiner I	1	1	1	34,181	2	62,797	2	62,797
3167	Supervising Engineer	1	1	0	0	0	0	0	0
3166	Sr. Engineer	0	0	1	54,518	1	57,671	1	57,671
3164	Engineer	5	5	5	243,150	6	314,767	6	314,767
3163	Engineering Associate B	1	1	1	44,119	1	48,337	1	48,337
3153	Engineering Associate A	1	2	2	66,162	2	75,125	2	75,125
3108	Technician II	1	0	1	28,439	1	31,054	1	31,054
3107	Technician I	10	10	10	253,222	11	275,148	11	275,148
2544	Sr. MIS Support Analyst	0	0	0	0	1	36,749	1	36,749
2211	Field Representative II	0	0	0	0	0	0	0	0
2210	Field Representative I	3	4	4	140,361	3	92,879	3	92,879
2205	Junior Field Representative	0	3	5	65,131	1	24,075	1	24,075
2148	Code Compl. Analyst	0	1	0	0	0	0	0	0
2146	Code Policy Officer	1	1	0	0	0	0	0	0
2144	Building Director	1	1	1	66,231	1	69,847	1	69,847
2143	Building Inspections Manager	2	2	2	112,711	2	121,052	2	121,052
2142	Chief Building Inspector	1	0	0	0	0	0	0	0
2141	Senior Building Inspector	0	2	2	87,278	2	89,910	2	89,910
2140	Building Inspector	19	20	17	664,019	18	721,627	18	721,627
2139	Combination Inspection Supervisor	0	1	2	95,798	2	103,064	2	103,064
2138	Housing Services Supervisor	3	2	3	134,196	3	143,909	3	143,909
2136	Senior Housing Inspector	1	0	0	0	0	0	0	0
2135	Housing Inspector	13	12	12	394,894	14	462,934	14	462,934
2132	Structural/Mechanical Supervisor	0	1	0	0	0	0	0	0
2131	Chief Mechanical Inspector	1	0	0	0	0	0	0	0
2130	Mechanical Inspector	5	4	3	117,198	3	120,708	3	120,708
2128	Sr. Combination Inspector	0	0	2	78,132	2	89,910	2	89,910
2127	Combination Inspector	0	0	2	78,132	4	166,214	4	166,214
2125	Chief Electrical Inspector	1	1	1	45,623	1	47,001	1	47,001
2124	Senior Electrical Inspector	3	3	3	130,917	3	134,865	3	134,865
2122	Electrical Inspector I	10	11	11	429,623	12	480,211	12	480,211
2120	Sign Inspector	2	2	2	78,132	2	80,472	2	80,472
2112	Chief Plumbing Inspector	1	1	1	45,623	1	47,001	1	47,001
2111	Senior Plumbing Inspector	2	2	2	87,278	2	89,910	2	89,910
2110	Plumbing Inspector	10	10	10	390,660	10	402,360	10	402,360
2105	Environmental Soils Specialist	2	2	2	74,332	2	76,546	2	76,546
2104	Environmental Soils Trainee	0	0	0	0	1	25,056	1	25,056
0968	Program Manager I	0	0	1	45,978	1	49,444	1	49,444
0930	Sr. Bureau Admin. Manager	0	0	1	54,351	1	61,325	1	61,325
0922	Admin. Supervisor II	0	0	1	33,471	1	36,895	1	36,895
0920	Admin. Supervisor I	0	0	1	34,848	1	35,997	1	35,997
0907	Noise Control Officer	1	1	1	38,043	1	41,134	1	41,134
0828	Senior Management Analyst	1	2	1	44,422	1	47,144	1	47,144
0827	Management Analyst	1	0	0	0	0	0	0	0
0820	Administrative Assistant II	2	2	0	0	0	0	0	0
0819	Administrative Assistant I	0	2	2	62,000	3	99,444	3	99,444
0816	Admin Analyst Technician	2	1	1	0	1	27,955	1	27,955
0813	City/Community Liaison	1	0	0	0	0	0	0	0
0812	Sr. Human Resources	0	0	1	43,368	1	44,600	1	44,600
TOTAL FULL-TIME POSITIONS		120	125	130	4,900,096	138	5,491,667	138	5,491,667

Bureau of Buildings (520)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>	<i>Proposed</i>	<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>		<i>FY 93-94</i>	
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
TOTALS FROM PREVIOUS PAGE		120	125	130	4,900,096	138 5,491,667	138 5,491,667
0548	Administrative Services Director	1	1	0	0	0	0
0222	Secretarial Assistant	0	0	0	0	1	25,590
0221	Secretarial Clerk II	1	0	0	0	0	0
0220	Secretarial Clerk I	8	9	9	187,361	9	190,672
0140	Data Entry Clerk	2	2	2	40,330	2	46,354
0117	Office Manager II	1	1	0	0	0	0
0115	Supervising Clerk	2	2	1	27,019	1	27,833
0114	Clerical Specialist	9	10	10	234,019	12	298,956
TOTAL FULL-TIME POSITIONS		144	150	152	5,388,825	163 6,081,072	163 6,081,072

BUILDINGS OPERATING FUND (116)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Licenses and Permits</i>					
<i>Construction Permits</i>	\$7,920,235	\$6,737,235	\$6,400,000	\$6,780,000	\$6,780,000
<i>Other Permits</i>	275,654	287,921	331,000	281,000	281,000
	<u>8,195,889</u>	<u>7,025,156</u>	<u>6,731,000</u>	<u>7,061,000</u>	<u>7,061,000</u>
<i>Service Charges and Fees</i>					
<i>Inspection Fees</i>	\$274,875	\$309,624	\$376,400	\$410,200	\$410,200
<i>Miscellaneous Fees & Charges</i>	143,876	115,028	128,200	88,900	88,900
	<u>418,751</u>	<u>424,652</u>	<u>504,600</u>	<u>499,100</u>	<u>499,100</u>
<i>Local Government Sources</i>					
<i>Multnomah County Cost Sharing</i>	\$93,769	\$0	\$0	\$0	\$0
	<u>93,769</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Miscellaneous Revenue</i>					
<i>Collection of Open Liens</i>	\$130,434	\$273,596	\$150,000	\$376,776	\$376,776
<i>Lien Interest</i>	0	0	0	0	0
<i>Interest on Investments</i>	426,836	401,807	356,000	300,000	300,000
<i>Other Miscellaneous Revenues</i>	36,961	57,646	50,000	3,000	3,000
	<u>594,231</u>	<u>733,049</u>	<u>556,000</u>	<u>679,776</u>	<u>679,776</u>
Total External Revenue	9,302,640	8,182,857	7,791,600	8,239,876	8,239,876
Interfund Cash Transfers					
<i>General - Neighborhood Quality</i>	1,240,348	1,117,002	1,174,461	1,083,232	1,109,032
<i>HCD - Indirect</i>	59,302	60,232	152,762	117,368	117,368
	<u>1,299,650</u>	<u>1,177,234</u>	<u>1,327,223</u>	<u>1,200,600</u>	<u>1,226,400</u>
Interfund Svc Reimbursements					
<i>General</i>	1,000	1,000	1,000	1,000	1,000
<i>HCD</i>	294,365	379,461	481,340	569,429	569,429
<i>Refuse Disposal</i>	0	200,470	280,412	287,780	287,780
<i>Sewer Operating</i>	93,820	91,994	150,000	158,620	158,620
<i>Transportation Operating</i>	0	0	0	0	3,700
	<u>389,185</u>	<u>672,925</u>	<u>912,752</u>	<u>1,016,829</u>	<u>1,020,529</u>
Beginning Fund Balance	3,714,133	5,367,304	5,256,787	5,410,718	5,410,718
TOTAL RESOURCES	\$14,705,608	\$15,400,320	\$15,288,362	\$15,868,023	\$15,897,523

BUILDINGS OPERATING FUND (116)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>REQUIREMENTS</u>					
<u>Bureau Expenses</u>					
<i>Personal Services</i>	\$6,743,662	\$7,452,677	\$7,770,950	\$8,768,070	\$8,768,070
<i>External Materials & Services</i>	706,540	720,943	1,119,059	897,727	927,227
<i>Internal Materials & Services</i>					
<i>Fleet Services</i>	283,680	248,528	273,222	260,933	260,933
<i>Printing/Distribution Services</i>	225,638	236,098	228,216	254,642	254,642
<i>Facilities Services</i>	295,948	317,415	315,366	322,763	316,849
<i>Communications Services</i>	106,660	107,142	166,334	191,966	191,966
<i>Computer Services Fund</i>	88,611	96,523	49,736	47,824	47,824
<i>Insurance & Claims</i>	73,173	76,394	88,407	86,351	86,351
<i>Workers Compensation</i>	139,189	129,649	120,880	108,705	108,705
<i>General</i>	9,471	126,004	130,632	136,602	136,602
<i>Transportation Operating</i>	0	5,000	0	0	0
<i>Water Operating</i>	0	26	0	0	0
<i>Auto Port</i>	0	90,348	87,481	103,200	103,200
	1,222,370	1,433,127	1,460,274	1,512,986	1,507,072
<i>Capital Outlay</i>	135,815	118,822	100,194	100,000	100,000
<i>Equipment Cash Transfers</i>					
<i>Communications Services</i>	40,000	50,000	10,000	40,000	40,000
Total Bureau Expenses	8,848,387	9,775,569	10,460,477	11,318,783	11,342,369
<u>Fund Requirements</u>					
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	2,050,588	953,779	980,052
<i>Compensation Adjustments</i>	0	0	499,884	343,078	343,078
	0	0	2,550,472	1,296,857	1,323,130
<i>Interfund Cash Transfers</i>					
<i>General - Indirect</i>	489,398	422,582	481,999	462,983	462,983
<i>General - Overhead</i>	0	4,677	0	0	0
<i>Fleet Services</i>	519	0	3,985	0	0
<i>Communications Services</i>	0	0	10,200	0	0
	489,917	427,259	496,184	462,983	462,983
<i>Unappropriated Ending Balance</i>	5,367,304	5,197,492	1,781,229	2,789,400	2,769,041
TOTAL REQUIREMENTS	\$14,705,608	\$15,400,320	\$15,288,362	\$15,868,023	\$15,897,523

The Buildings Operating Fund is used to track revenues and expenses of the Bureau of Buildings. Established in July 1988, the fund allows for the growth of reserves when the local construction economy is strong, to serve as a cushion against the inevitable downturns. The Bureau's policy is to maintain a reserve of approximately 13.5% of the annual operating budget for each year of an anticipated recession. The operating budget will increase by \$860,000 to support service improvements. Funding for these improvements will be provided through modest fee increases and a draw down of reserves of about \$3.1 million. The projected beginning fund balance of \$5.4 million for FY 1993-94 is above the reserve estimates. The Bureau anticipates raising plumbing permit and plan review fees in FY 1993-94 to ensure a sufficient level of operating and reserve resources in the plumbing fund.

OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner—in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$217,074	\$156,391	\$168,562	\$169,154	\$169,154
<i>External Materials and Services</i>	51,001	40,962	130,300	120,500	120,500
<i>Internal Materials and Services</i>	139,005	111,476	148,439	142,405	142,405
<i>Minor Capital Outlay</i>	0	4,863	5,000	5,000	5,000
<i>Cash Transfers—Equipment</i>	0	950	0	700	700
Total Operating Budget	\$960,605	\$921,639	\$880,105	\$1,219,888	\$1,219,190
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$960,605	\$921,639	\$880,105	\$1,219,888	\$1,219,190
<i>Allocated Overhead Costs</i>				91,918	91,918
Total Cost with Allocated Overhead				\$1,311,806	\$1,311,108
Authorized Full-Time Positions					
<i>Total</i>	4	4	4	5	5
<i>General Fund Discretionary</i>	4	4	4	4	4
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		921,639	880,105	1,033,347	1,032,649
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		0	0	186,541	186,541
<i>Interagency Services</i>		0	0	0	0
<i>Bureau Program Revenue</i>		0	0	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		0	0	186,541	186,541
Total General Fund Resources		\$921,639	\$880,105	\$1,219,888	\$1,219,190
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Cable Communications</i>		\$788,397	\$724,935	\$1,063,168	\$1,062,470
<i>Positions</i>		2	2	3	3
<i>Franchise Management</i>		133,242	155,170	156,720	156,720
<i>Positions</i>		2	2	2	2
TOTAL PROGRAMS		\$921,639	\$880,105	\$1,219,888	\$1,219,190
<i>Positions</i>		4	4	5	5

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

This Bureau provides oversight for utility license and franchise revenues, the City's second largest source of revenue, identifies new sources of revenue that could arise from the city's franchising authority, and assures that the cities of Portland, Gresham, Fairview, Troutdale, and Wood Village and Multnomah County meet their legal responsibilities in cable television regulation -- including protecting consumers. The Bureau consist of two programs; Cable Communications and Franchise Management.

In FY 1992-93 staff negotiated with representatives of the six jurisdictions mentioned above, to create the

OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

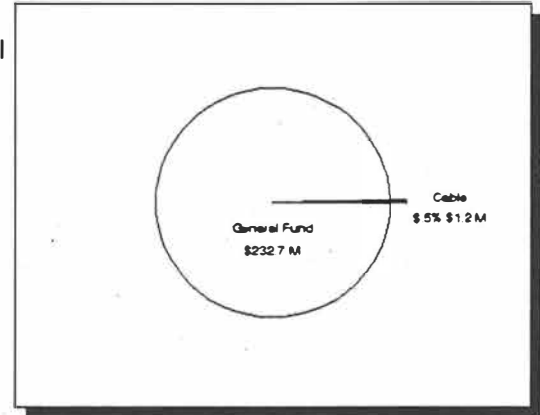
Consolidated Cable Communications Commission (CCCC). The purpose of the CCCC is to regulate and administer cable franchise agreements. As part of the agreement, Multnomah County Cable Office was eliminated and the CCCC contracted with the City of Portland for staff services. One position was transferred to the City from the County while another county position was eliminated. The Portland Cable Regulatory Commission was also abolished. The consolidation of cable regulatory services resulted in savings in the aggregate to all jurisdictions of over \$30,000. The Cable Office saved approximately \$8,000 from the consolidation. To address this new responsibility, a new fund was established to separately account for the franchise fee revenue and expenditures of the new Commission.

During these deliberations, staff also negotiated a new franchise agreement with TCI Cablevision. As part of that agreement TCI will fund a Community Access Capital Program, the purpose of which will be to maintain Citywide governmental, educational and public cable system programming. This program will be funded through the allocation of 3% of TCI's gross revenues estimated to be \$250,000 in FY 1993-94.

The FY 1993-94 Adopted Budget is approximately \$330,000 above the Revised FY 1992-93 Budget. The budget has increased due to higher cable franchise revenue projections of approximately \$164,000 and the resulting increased level of support for Portland Cable Access and Multnomah Cable Access. Portland Cable Access is a non-profit corporation created to

manage the community access channels city-wide and devoted to fostering and encouraging community expression and community communications. The City targets 40% of cable television franchise fees to PCA annually for its operating budget. Multnomah Community Television provides community access television for cable vision subscribers who are annexed to Portland. The city also targets 40% of cable television franchise fees collected from the annexed area to MCTV per Intergovernmental Agreement. The increase is also due to \$176,541 contract with the new Consolidated Cable Communications Commission which includes one position transferred from Multnomah County.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

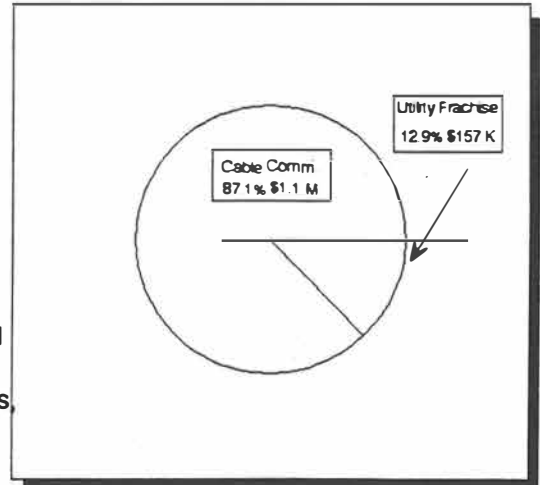
Cable Communications

This program includes the City of Portland's contribution to the new CCCC, Portland Cable Access, Multnomah Community Television and KBOO which airs City Council meetings live on the radio.

Franchise Management

This program serves as the focal point for contact with existing and future franchisees and is responsible for negotiating and administering franchises and franchise fees, overseeing utility audits, and monitoring legislative and Public Utility Commission activities.

PROGRAM EXPENSES



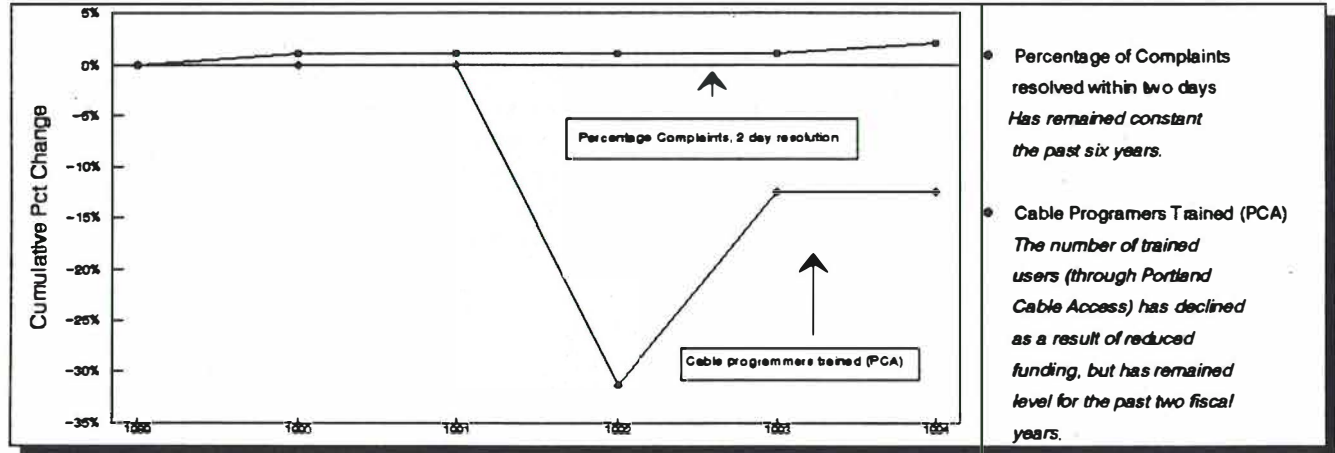
OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner-in-Charge: Earl Blumenauer

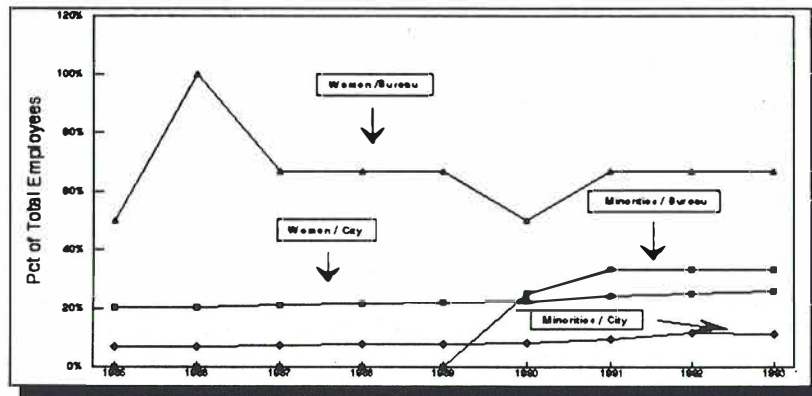
SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



- Percentage of Complaints resolved within two days *Has remained constant the past six years.*
- Cable Programmers Trained (PCA) *The number of trained users (through Portland Cable Access) has declined as a result of reduced funding, but has remained level for the past two fiscal years.*

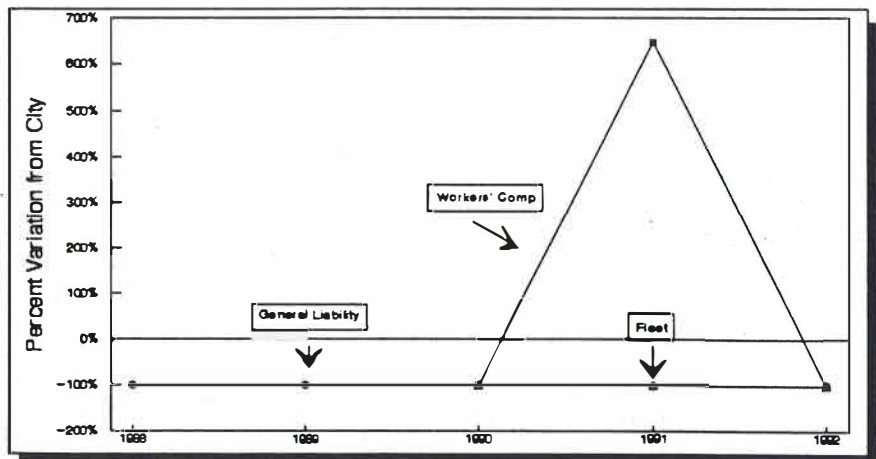
Workforce Diversity – Bureau vs. Citywide



- Bureau's percentage of women employees is just over 60%, while the city's average is about 25%.
- Bureau's percentage of minorities employed has exceeded the city's average since FY 1989-90.

Bureau Loss Experience Vs. Citywide Loss Experience

- Although Worker's Compensation increased in FY 1990-91. There were no claims through FY 1987-88 / FY 89-90 and in FY 1991-92.
- There have been no Fleet or General liability claims.



OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Office of Cable Communications and Franchise Management has identified five primary objectives for FY 1993-94.

- *Implement consolidation of cable regulation within Multnomah County and staff the newly formed Consolidated Cable Communications Commission. Administer cable rate regulation as provided by the 1992 Cable Act.*
- *Develop the policies for and administer a dedicated Public, Educational, and Governmental (PEG) Access Capital Fund per the TCI franchise projected at \$250,000 in FY 1993-94.*
- *Begin the federally-mandated cable franchise renewal process with Paragon Cable, the City of Portland's westside cable operator.*
- *Research and negotiate new franchise agreements and contracts, including GLE Hockwood PUD, Western Union ATS and US West to maximize city discretionary revenue arising from franchise authority.*
- *Facilitate, with other City agencies, a telecommunications plan to guide future City decisions related to the use of telecommunications internally and citywide. Promote development of City-owned and instiutial cable communications system.*

MAJOR BUDGET NOTES

- Prior to initiation of the FY 1994-95 budet process the Cable Office shall complete a cost benefit analysis of alternatives for providing cable regulation, including continuation of a city program, regional consolidation, and use of the Oregon Public Utility Commission.
- Analyze the cost - benefit of increasing the frequency of cable and franchise service audits. Results of the analysis should be presented as part of the FY 1993-94 budget process.
- Telecommunications Plan. The Office will prepare a report to Council prior to September 1993, on potential policies and strategic plans to meet 21st enturey technological advances in cable and related technologies.

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EFFECTIVENESS MEASURES</u>				
Percentage of Complaints resolved within 2 days	98%	98%	99%	99%
Negotiations resulting in a Franchise	4 out of 5	1 out of 3	3 out of 5	3 out of 5
<u>EFFICIENCY MEASURES</u>				
Cost of cable regulation per subscriber	\$2	\$2	\$2	\$2
<u>WORKLOAD MEASURES</u>				
Contracts adminstered	11	11	5	5
Franchise negotiations	4	4	4	5

OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner-in-Charge: Earl Blumenauer

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$136,568	\$140,564	\$178,136	\$241,909	\$241,909
512000 Part-Time/Limited-Term Employees	0	540	0	0	0
514000 Overtime	706	347	500	500	500
515000 Premium Pay	0	0	400	0	0
517000 Benefits	88,482	99,748	69,293	90,135	90,135
Total Personal Services	\$225,756	\$241,199	\$248,329	\$332,544	\$332,544
521000 Professional Services	\$559,825	\$507,883	\$480,405	\$555,043	\$555,043
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	1,378	0	1,763	1,000	1,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	119,450	121,223	89,569	135,497	135,497
531000 Office Supplies	957	652	1,552	500	500
532000 Operating Supplies	1,024	1,748	1,036	300	300
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	334	124	421	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	2,965	6,310	2,368	600	600
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	9,159	4,879	5,155	1,200	1,200
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	4,548	3,471	3,173	1,000	1,000
Subtotal External Materials & Services	\$699,640	\$646,290	\$585,442	\$695,140	\$695,140
551000 Fleet Services	\$794	\$755	\$1,553	\$621	\$621
552000 Printing/Distribution	9,067	9,095	9,391	1,451	883
553000 Facilities Services	12,576	12,900	13,841	7,083	6,953
554000 Communications	3,679	4,263	4,369	2,300	2,300
555000 Data Processing	254	455	438	254	254
556000 Insurance	6,844	6,682	8,460	3,954	3,954
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	176,541	176,541
Subtotal Internal Materials & Services	\$33,214	\$34,150	\$38,052	\$192,204	\$191,506
Total Materials & Services	\$732,854	\$680,440	\$623,494	\$887,344	\$886,646
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	1,995	0	8,282	0	0
Total Capital Outlay	\$1,995	\$0	\$8,282	\$0	\$0
573000 Cash Transfers – Equipment	\$0	\$0	\$0	0	0
Total Bureau Expenses	\$960,605	\$921,639	\$880,105	\$1,219,888	\$1,219,190

OFFICE OF CABLE COMMUNICATIONS AND FRANCHISE MANAGEMENT (300)

Service Area: Community Development and Services

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.	Amount	No.	Amount	No.	Amount
3258	Cable Communications Director	1	1	1	57,044	1	60,921	1	60,921
0545	Admin. Services Officer II	0	1	1	51,407	1	55,976	1	55,976
0828	Senior Management Analyst	1	0	0	0	0	0	0	0
0827	Management Analyst	0	1	1	39,651	1	45,168	1	45,168
0819	Administrative Assistant I	1	0	0	0	0	0	0	0
0245	Hearings Clerk	0	1	1	30,034	1	34,136	1	34,136
0221	Secretarial Clerk II	1	0	0	0	0	0	0	0
0966	Program Coordinator	0	0	0	0	1	45,708	1	45,708
TOTAL FULL-TIME POSITIONS		4	4	4	178,136	5	241,909	5	241,909

CABLE FUND (120)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES – AU 304					
Materials and Services					
5210 Professional Services	\$0	\$0	\$0	\$37,303	\$37,303
5240 Repair & Maintenance	0	0	0	1,600	1,600
5290 Miscellaneous Services	0	0	0	1,357,410	1,357,410
5310 Office Supplies	0	0	0	1,000	1,000
5320 Operating Supplies	0	0	0	900	900
5410 Education	0	0	0	2,040	2,040
5420 Local Travel	0	0	0	0	0
5430 Out-of-Town Travel	0	0	0	6,000	6,000
5490 Miscellaneous	0	0	0	4,435	4,435
				1,410,688	1,410,688
Internal Materials and Services					
5510 Fleet Services	\$0	\$0	\$0	\$1,040	\$1,040
5520 Printing/Distribution	0	0	0	8,507	8,301
5530 Facilities Services	0	0	0	10,624	10,624
5540 Communications	0	0	0	3,734	3,734
5550 Data Processing	0	0	0	380	380
5560 Insurance	0	0	0	5,931	5,931
5590 Other Fund Services	0	0	0	200,889	200,889
				\$231,105	\$230,899
Capital Outlay					
5640 Equipment	\$0	\$0	\$0	3,000	3,000
TOTAL APPROPRIATION				1,644,793	1,644,587

In January and February of 1993 the Portland City Council along with Multnomah County and the cities of Gresham, Fairview, Wood Village and Troutdale created the Consolidated Cable Communications Commission (CCCC) through an Intergovernmental Agreement (IGA). The role of the Commission is to jointly regulate and administer cable franchise agreements. The City of Portland will provide staff support to the CCCC under contract. As part of this contract, the City is required to establish a separate fund to administer the resources and requirements of the CCCC. The Budget for the CCCC is \$176,541 for FY 1993-94. Estimated Cable Franchise Fees are \$691,260.

There are two other components of this fund. The first is the settlement fund for East Multnomah County. The settlement fund results from a 1989 payment by KBLCOM and Rogers Cablesystem to the Multnomah Cable Regulatory Commission (MCRC) for settlement of certain obligations of the East Multnomah Franchise Agreement, including operations support for Multnomah Community Television, production of locally-orientated programming (East Metro Addition) and the Program in Community Television curriculum at Mt. Hood Community College. The funds are intended to continue these grants through 1998 which is the life of the franchise agreement. The fund balance is \$3,582,867 in FY 1993-94.

The second component of this fund is the Community Access Capital Program. The purpose of this program is to develop and maintain a city-wide and city-owned infrastructure to facilitate governmental, education, and public communications, via the cable system. TCI is required to provide 3% of its annual gross revenues for this program for the TCI Franchise, effective July 1, 1993. This first year of funding is projected at \$250,000. The policies and procedures for this program will be developed during FY 1993-94.

CABLE FUND (120)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
EXPENDITURES – AU 304					
<i>Materials and Services</i>					
5210 Professional Services	0	0	0	37,303	37,303
5240 Repair and Maintenance	0	0	0	1,600	1,600
5290 Miscellaneous Services	0	0	0	1,357,410	1,357,410
5310 Office Supplies	0	0	0	1,000	1,000
5320 Operating Supplies	0	0	0	900	900
5410 Education	0	0	0	2,040	2,040
5430 Out-of-Town-Travel	0	0	0	6,000	6,000
5490 Miscellaneous	0	0	0	4,435	4,435
				\$1,410,688	\$1,410,688
<i>Internal Materials and Services</i>					
5510 Fleet Services	0	0	0	\$1,040	\$1,040
5520 Printing/Distribution	0	0	0	8,301	8,301
5530 Facilities Services	0	0	0	10,429	10,429
5540 Communications	0	0	0	3,734	3,734
5550 Data Processing	0	0	0	380	380
5560 Insurance	0	0	0	5,931	5,931
5590 Other Fund Services	0	0	0	200,889	200,889
				\$230,704	\$230,704
<i>Capital Outlay</i>					
5640 Equipment	0	0	0	\$3,000	\$3,000
TOTAL APPROPRIATION				1,644,392	1,644,392

In January and February of 1993 the Portland City Council along with Multnomah County and the cities of Gresham, Fairview, Wood Village and Troutdale created the Consolidated Cable Communications Commission (CCCC) through an Intergovernmental Agreement (IGA). The role of the Commission is to jointly regulate and administer cable franchise agreements. The City of Portland will provide staff support to the CCCC under contract. As part of this contract, the City is required to establish a separate fund to administer the resources and requirements of the CCCC. The Budget for the CCCC is \$176,541 for FY 1993-94. Estimated Cable Franchise Fees are \$691,260.

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METROPOLITAN HUMAN RIGHTS COMMISSION (341)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$0	\$0	\$203,502	\$240,401	\$240,401
<i>External Materials and Services</i>	0	0	63,057	9,567	9,567
<i>Internal Materials and Services</i>	0	0	0	40,638	38,997
<i>Minor Capital Outlay</i>	0	0	725	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
Total Operating Budget	\$0	\$0	\$267,284	\$290,606	\$288,965
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$0	\$0	\$267,284	\$290,606	\$288,965
<i>Allocated Overhead Costs</i>				5,890	5,890
Total Cost with Allocated Overhead				\$296,496	\$294,855
Authorized Full-Time Positions					
<i>Total</i>	0	0	5	5	5
<i>General Fund Discretionary</i>	0	0	3	3	3
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		0	168,639	187,404	185,763
Non-Discretionary Revenues					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		0	98,645	103,202	103,202
<i>Interagency Services</i>		0	0	0	0
<i>Bureau Program Revenue</i>		0	0	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		0	98,645	103,202	103,202
Total General Fund Resources		\$0	\$267,284	\$290,606	\$288,965
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
Metropolitan Human Rights Commission		\$0	\$267,284	\$290,606	\$288,965
<i>Positions</i>		0	5	5	5
TOTAL PROGRAMS		\$0	\$267,284	\$290,606	\$288,965
<i>Positions</i>		0	5	5	5

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Metropolitan Human Rights Commission (MHRC) was created by the City and the County to meet the needs of the metropolitan area in the 1990's. The overall mission of the MHRC is to foster mutual understanding and respect, and to protect the human rights of all persons in the City of Portland and Multnomah County regardless of socioeconomic status, religion, ethnicity, race, national origin, disability, age, gender, and sexual orientation.

The Commission's FY 1993-94 budget of \$288,965 is comprised of \$185,763 from the General Fund and the balance from Multnomah County through a contract.

METROPOLITAN HUMAN RIGHTS COMMISSION (341)

Service Area: Community Development & Services

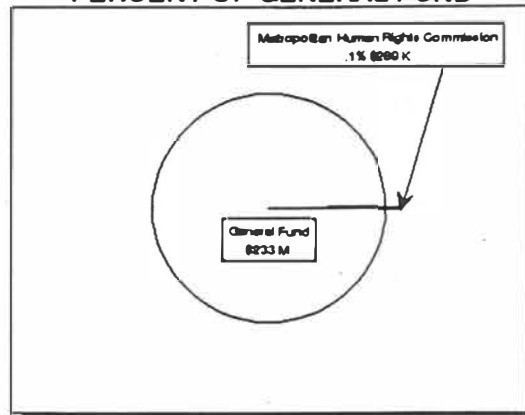
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The budget provides continued funding for a one-time community relations assistant which was frozen in the 1992-93 budget to implement the Future Focus Diversity Strategy Plan and oversee the bias crime training for police officers. The Metropolitan Human Rights Commission will continue to evaluate public programs for non-discrimination; promote equal opportunity; handle complaints on civil and human rights; facilitate mediation; provide education for development of improved intergroup relations; and provide bias crime education to the community.

PERCENT OF GENERAL FUND

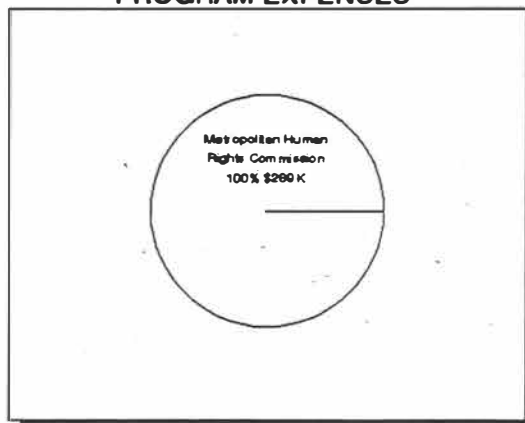


DESCRIPTION OF PROGRAMS

Metropolitan Human Rights Commission

This program provides resources for evaluating public programs for non-discrimination and to promote equal opportunity. The program handles complaints on civil and human rights, facilitates mediation and provides education for the development of improved intergroup relations.

PROGRAM EXPENSES



PERFORMANCE TRENDS

There are no performance trend data available for this new entity. Some of the measures the Commission will be

- Public Speaking/Trainings Conducted
- Information & Referrals
- Technical Assistance Provided

METROPOLITAN HUMAN RIGHTS COMMISSION (341)

Service Area: Community Development & Services

Commissioner—in—Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

Workforce Diversity – Bureau vs. Citywide

There are no historical workforce diversity data available for this new entity.

The Commission's percentage of women employees is 80% exceeding the city's average of 26% for 1992–93.

The Commission's percentage of minority employees is 20% exceeding the city's average of 11% for 1992–93.

Bureau Loss Experience Vs. Citywide Loss Experience

The Commission has not had any general, workers' compensation or fleet liability claims.

BUREAU MANAGEMENT OBJECTIVES

The Commission has identified some primary objectives for FY 1993–94, as follows:

- *To conduct at least two hearings to assess the level of discrimination in non—English speaking or protected class communities. Develop and implement action plans resulting from hearings.*
- *To conduct one community event with a Diversity theme.*
- *To develop a program for providing victim's assistance.*
- *To establish a data base documenting the effect of the American Disability Act (ADA), on making the community more accessible to persons with disabilities.*
- *To establish and maintain, in conjunction with Affirmative Action, a system for gathering data on persons with disabilities in the City and County workforce, including applicant flow.*

BUREAU MANAGEMENT OBJECTIVES

An issue identified by Council is to review the missions and goals of Metropolitan Human Rights Commission for purposes of focusing and limiting the scope of activities.

	<i>Actual</i>	<i>Revised</i>	<i>Proposed</i>	<i>Adopted</i>
	<i>FY 91–92</i>	<i>FY 92–93</i>	<i>FY 93–94</i>	<i>FY 93–94</i>
<u>EFFECTIVENESS MEASURES</u>				
Conduct Hearings	n/a	n/a	5	5
Sponsor Community Events	n/a	n/a	4	4
Develop Victims' Assistance Program	n/a	n/a	1	1
Establish Data Base on ADA	n/a	n/a	1	1
<u>EFFICIENCY MEASURES</u>				
Volunteer Hours Per Quarter	n/a	n/a	1,500	1,500
Donations of In—Kind Services	n/a	n/a	20%	20%
<u>WORKLOAD MEASURES</u>				
Newsletters Published	n/a	n/a	4	4
Brochures Published	n/a	n/a	2	2
Staff Support for Commission/Committee Meetings	n/a	n/a	280	280
Committees Established	n/a	n/a	6	6

METROPOLITAN HUMAN RIGHTS COMMISSION (341)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$139,656	\$169,614	\$169,614
512000 Part-Time/Limited-Term Employees	0	0	9,949	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	306	306	306
517000 Benefits	0	0	53,591	70,481	70,481
Total Personal Services	\$0	\$0	\$203,502	\$240,401	\$240,401
521000 Professional Services	\$0	\$0	\$20,000	\$0	\$0
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	300	300	300
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	0	0	1,000	5,067	5,067
531000 Office Supplies	0	0	1,500	1,000	1,000
532000 Operating Supplies	0	0	500	500	500
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	0	1,000	1,000	1,000
542000 Local Travel	0	0	800	500	500
543000 Out-of-Town Travel	0	0	1,293	200	200
544000 External Rent	0	0	0	1,000	1,000
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	0	0	36,664	0	0
Subtotal External Materials & Services	\$0	\$0	\$63,057	\$9,567	\$9,567
551000 Fleet Services	\$0	\$0	\$0	\$10,751	\$9,488
552000 Printing/Distribution	0	0	0	20,623	20,245
553000 Facilities Services	0	0	0	5,108	5,108
554000 Communications	0	0	0	0	0
555000 Data Processing	0	0	0	4,156	4,156
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$0	\$0	\$0	\$40,638	\$38,997
Total Materials & Services	\$0	\$0	\$63,057	\$50,205	\$48,564
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	0	725	0	0
Total Capital Outlay	\$0	\$0	\$725	\$0	\$0
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$0	\$0	\$267,284	\$290,606	\$288,965

METROPOLITAN HUMAN RIGHTS COMMISSION (341)

Service Area: Community Development & Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
7494	Senior Community Relations Specialist	0	0	1	32,908	1	42,267	1	42,267
7490	Community Relations Assistant	0	0	2	52,492	2	67,734	2	67,734
966	Program Coordinator	0	0	1	33,846	1	38,147	1	38,147
221	Secretarial Clerk II	0	0	1	20,410	1	21,466	1	21,466
TOTAL FULL-TIME POSITIONS		0	0	5	139,656	5	169,614	5	169,614

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$771,868	\$798,346	\$748,143	\$788,774	\$788,774
<i>External Materials and Services</i>	1,398,872	1,316,375	1,541,966	1,370,996	1,390,496
<i>Internal Materials and Services</i>	150,759	141,775	254,848	202,216	193,468
<i>Minor Capital Outlay</i>	0	4,321	0	0	0
<i>Cash Transfers-Equipment</i>	9,895	0	58,257	0	0
Total Operating Budget	\$2,331,394	\$2,260,817	\$2,603,214	\$2,361,986	\$2,372,738
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$2,331,394	\$2,260,817	\$2,603,214	\$2,361,986	\$2,372,738
<i>Allocated Overhead Costs</i>				107,744	107,744
<i>Total Cost with Allocated Overhead</i>				\$2,469,730	\$2,480,482
Authorized Full-Time Positions					
<i>Total</i>	19	19	16	16	16
<i>General Fund Discretionary</i>	17	17	15	15	15
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		1,869,591	2,509,291	2,300,138	2,310,890
Non-Discretionary Revenues					
<i>Grants & Donations</i>		391,226	93,923	61,848	61,848
<i>Contract Revenue</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<i>Bureau Program Revenue</i>		0	0	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		391,226	93,923	61,848	61,848
Total General Fund Resources		\$2,260,817	\$2,603,214	\$2,361,986	\$2,372,738
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Citizen Participation</i>		\$835,377	\$1,259,141	\$994,140	\$1,002,392
<i>Positions</i>		7	7	6	6
<i>Crime Prevention</i>		900,596	891,240	934,352	936,852
<i>Positions</i>		3	3	2	2
<i>Neighborhood Mediation Center</i>		196,583	240,054	299,702	299,702
<i>Positions</i>		4	5	6	6
<i>Portland/Multnomah Commission on Aging</i>		162,040	171,325	133,792	133,792
<i>Positions</i>		2	2	2	2
<i>Metropolitan Human Relations Commission</i>		166,221	41,454	0	0
<i>Positions</i>		4	0	0	0
TOTAL PROGRAMS		\$2,260,817	\$2,603,214	\$2,361,986	\$2,372,738
<i>Positions</i>		19	16	16	16

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

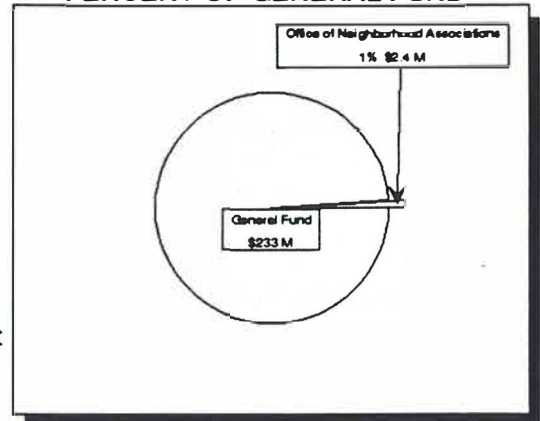
Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The overall mission of the Office of Neighborhood Associations is to promote and maintain citizen accessibility to government and enhance the effectiveness of citizen participation in public policy and its implementation. The 1993-94 budget continues to fund the following programs: Citizen Participation, Crime Prevention, Neighborhood Mediation, and Portland/Multnomah Commission on Aging. The budget includes \$1.4 million in support for 89 Neighborhood Associations and seven district coalition offices as well as the coordination of 19 bureau/commission advisory committees which form the backbone of the City's nationally recognized citizen participation system. There are one-time funds of \$17,000 added to the District Coalitions contracts to assist with increased postage cost. Other changes in the budget include: reorganization of personnel resources by eliminating one Administrative Assistant position and reclassifying a part-time Secretarial Clerk I to full-time status to enhance programs maximizing public service; strengthen the Neighborhood Needs Program aimed at solving issues and responding more fully to the citizen participation process, district and neighborhood planning, Community Block Grant (CDBG) allocation policy and District Coalition workplan process; enhancement of the neighborhood mediation volunteer program to meet caseloads and increase service level; and a \$190,000 reduction for renovation projects expected to be completed in 1992-93 for Kenton Firehouse, Central Northeast Neighborhood Coalitions and St. Johns City Hall project. The budget also includes a \$2,500 carryover for the Drug House Revolving Fund.

PERCENT OF GENERAL FUND

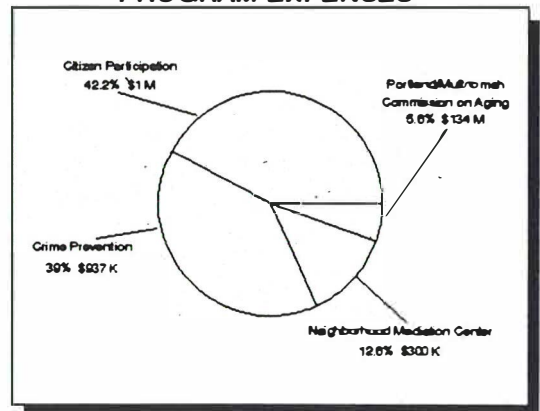


DESCRIPTION OF PROGRAMS

Citizen Participation

This program provides direct avenues for citizen involvement in the decision-making process and promotes neighborhood livability through the active involvement of citizens in community life. This program supports: seven District Neighborhood Offices; ONA Administration; Neighborhood Needs Program where citizens are given the opportunity to communicate their needs to City Bureaus responsible for solving problems; 25 Citizens Bureau Advisory Committees where citizens voice their concerns about how the city works and what services are provided; and the general public and City bureaus with information or referral.

PROGRAM EXPENSES



Crime Prevention

This program involves citizens in developing and implementing neighborhood-based crime prevention programs and activities including a Refugee Coordinator to work with refugees at risk with the law. The program also works cooperatively with the Portland Police Bureau, other agencies, bureaus and community organizations to design and implement a community policing program. There are 17.5 full-time equivalent Neighborhood Crime Prevention Specialists contracted through the District Neighborhood offices and the Association for Portland Progress to organize block watches and respond to chronic crime problems in the neighborhoods.

Neighborhood Mediation Center

This program provides direct outreach to individuals and groups experiencing conflict in the neighborhoods. The program also trains volunteers to do case development and to design and facilitate meetings and forums where controversy and conflict are expected.

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

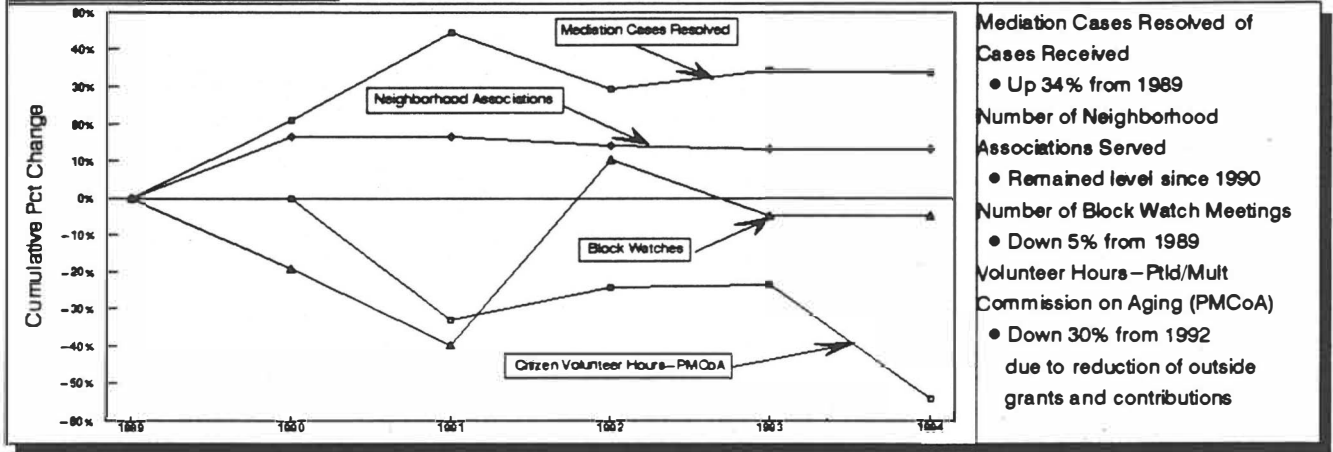
SUMMARY OF BUREAU EXPENSES

DESCRIPTION OF PROGRAMS (cont'd.)

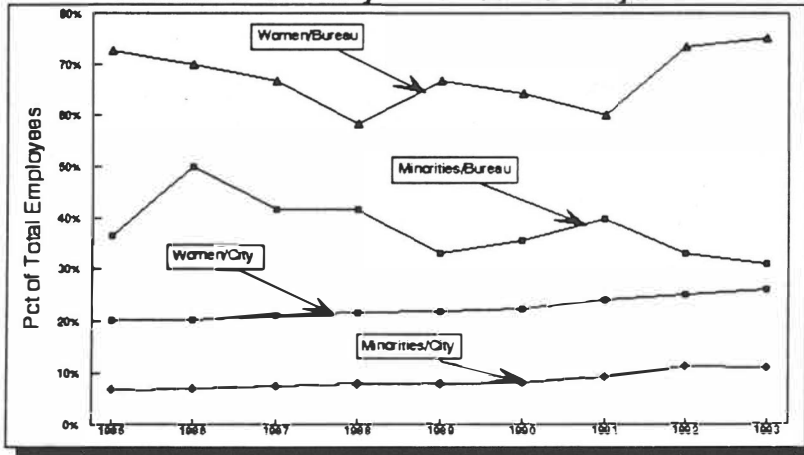
Portland/Multnomah Commission on Aging

This program provides resources for 102,243 elderly citizens of Portland to work with policy makers at all levels to provide critical services to elderly citizens to improve their quality of life.

PERFORMANCE TRENDS



Workforce Diversity - Bureau vs. Citywide



- Bureau's percentage of women employees is 75% exceeding the city's average of 26%.
- Bureau's percentage of minority employees is just over 30% exceeding the city's average of 11%.

Bureau Loss Experience Vs. Citywide Loss Experience

The Bureau has not had any general, workers' compensation or fleet liability claims.

BUREAU MANAGEMENT OBJECTIVES

The Office of Neighborhood Associations objectives for FY 1993-94 are as follows:

- To increase citizen participation in neighborhood associations and increase the linkage between neighborhood associations and other community-based organizations.
- To design and implement PARTICIPATE campaign to market citizen participation opportunities at the City and through neighborhood associations and to celebrate successful citizen action on neighborhood issues. Complete design and work plan by end of first quarter; implement through 4th quarter; and evaluate at end of 4th quarter.

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES (cont'd)

- *To work with Metropolitan Human Rights Commission and the District Coalitions to design and present trainings to Coalitions, neighborhood associations and other community-based organizations on effective outreach to diversify and build membership. Complete design by end of 2nd quarter; present trainings through 4th quarter; and evaluate at end of 4th quarter.*
- *To strengthen the Bureau Advisory Committee (BAC) Program.*
- *To increase communication between member of Council and BAC Coordinating Committee (BACC); implement annual work planning process for BACC in conjunction with BACs, bureaus and Council; design and present citywide budget forums in conjunction with OF&A; develop and present budget training for BAC members; and expand targeted recruitment to increase diversity in BACC membership. Complete overall work plan by end of August and implement plan through 4th quarter.*

MAJOR BUDGET NOTES

Some issues identified by Council are as follows:

- *Improving the citizen participation in the budget process.*
- *Assess crime prevention programs by the Police Bureau and the Office of Neighborhood Association to enhance productivity.*
- *Review Neighborhood District Coalitions and determine an equitable funding allocation.*
- *Strengthen the Bureau Advisory Committee (BAC) Program.*
- *Re-examine and improve neighborhood and business association involvement.*

<u>EFFECTIVENESS MEASURES</u>	<u>Actual</u> <u>FY 91-92</u>	<u>Revised</u> <u>FY 92-93</u>	<u>Proposed</u> <u>FY 93-94</u>	<u>Adopted</u> <u>FY 93-94</u>
% Technical Assistance and Intergovernmental Coordinations Achieved Above Goal	N/A	N/A	1%	1%
% Community Policing Projects Developed and Maintained Above Goal	N/A	N/A	1%	1%
% Mediation Cases Resolved Above Goal	N/A	N/A	1%	1%
<u>EFFICIENCY MEASURES</u>				
No. of Technical Assistance and Intergovernmental Coordinations	1,698	1,800	1,800	1,800
No. of Community Policing Projects Achieved	N/A	N/A	100	100
No. of Mediation Cases Resolved	543	500	650	650
<u>WORKLOAD MEASURES</u>				
No. of Information & Referral Calls Responded To	40,034	40,000	40,000	40,000
Volunteers Trained and Coordinated	110	50	50	50
Citizen Volunteer Hours in Local Decision Making	16,655	16,800	14,820	14,820

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$556,282	\$561,170	\$535,364	\$571,152	\$571,152
512000 Part-Time/Limited-Term Employees	6,038	15,353	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	558	736	1,093	1,678	1,678
517000 Benefits	208,990	221,087	211,686	215,944	215,944
Total Personal Services	\$771,868	\$798,346	\$748,143	\$788,774	\$788,774
521000 Professional Services	\$89,075	\$56,879	\$210,765	\$7,757	\$7,757
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	1,700	0	0
524000 Repair & Maintenance	4,664	1,280	5,364	4,778	4,778
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	1,262,998	1,234,124	1,275,904	1,336,947	1,356,447
531000 Office Supplies	12,221	6,214	10,505	6,458	6,458
532000 Operating Supplies	1,384	0	1,000	0	0
533000 Repair & Maintenance Supplies	44	0	0	0	0
534000 Minor Equipment	0	0	400	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	3,837	1,208	1,250	0	0
541000 Education	4,985	3,559	2,725	1,800	1,800
542000 Local Travel	6,538	6,264	8,549	6,216	6,216
543000 Out-of-Town Travel	8,141	2,740	1,216	1,200	1,200
544000 External Rent	3,988	4,022	9,886	5,840	5,840
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	997	85	12,702	0	0
Subtotal External Materials & Services	\$1,398,872	\$1,316,375	\$1,541,966	\$1,370,996	\$1,390,496
551000 Fleet Services	\$405	\$217	\$200	\$207	\$207
552000 Printing/Distribution	38,804	31,473	42,057	21,278	18,407
553000 Facilities Services	55,747	60,792	165,279	143,971	138,094
554000 Communications	22,769	16,455	18,974	15,469	15,469
555000 Data Processing	1,498	1,732	1,212	1,481	1,481
556000 Insurance	30,928	30,815	27,126	19,810	19,810
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	608	291	0	0	0
Subtotal Internal Materials & Services	\$150,759	\$141,775	\$254,848	\$202,216	\$193,468
Total Materials & Services	\$1,549,631	\$1,458,150	\$1,796,814	\$1,573,212	\$1,583,964
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	4,321	0	0	0
Total Capital Outlay	\$0	\$4,321	\$0	\$0	\$0
573000 Cash Transfers – Equipment	\$9,895	\$0	\$58,257	\$0	\$0
Total Bureau Expenses	\$2,331,394	\$2,260,817	\$2,603,214	\$2,361,986	\$2,372,738

OFFICE OF NEIGHBORHOOD ASSOCIATIONS (342)

Service Area: Community Development & Services

Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>		<i>Proposed</i>		<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>		<i>FY 93-94</i>		<i>FY 93-94</i>	
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
7498	Neighborhood Programs Director	1	1	1	49,131	1	52,750	1	52,750
7494	Sr. Community Relations Specialist	0	0	3	114,235	3	127,065	3	127,065
7492	Community Relations Specialist	0	0	6	203,705	6	237,018	6	237,018
7485	Crime Prevention Program Coordinator	1	1	0	0	0	0	0	0
7483	Mediation Program Coordinator	1	1	0	0	0	0	0	0
7482	Mediation Specialist	2	2	0	0	0	0	0	0
7460	Human Resources Coordinator I	5	5	0	0	0	0	0	0
968	Program Manager I	0	0	1	38,537	1	41,455	1	41,455
900	Staff Assistant	1	1	0	0	0	0	0	0
877	Handicap Program Coordinator	1	1	0	0	0	0	0	0
873	Neighborhood Associations Coordinator	1	1	0	0	0	0	0	0
819	Administrative Assistant	1	1	1	33,471	0	0	0	0
222	Secretarial Assistant I	1	1	1	26,246	1	20,153	1	20,153
221	Secretarial Clerk II	3	3	2	47,791	2	50,446	2	50,446
220	Secretarial Clerk I	0	0	0	0	1	17,620	1	17,620
114	Clerical Specialist	1	1	1	22,248	1	24,645	1	24,645
TOTAL FULL-TIME POSITIONS		19	19	16	535,364	16	571,152	16	571,152

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$200,068	\$313,732	\$360,255	\$228,022	\$228,022
<i>External Materials and Services</i>	81,536	65,812	99,276	59,399	59,399
<i>Internal Materials and Services</i>	57,342	53,158	51,429	53,019	52,322
<i>Minor Capital Outlay</i>	5,048	4,045	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
Total Operating Budget	\$343,994	\$436,747	\$510,960	\$340,440	\$339,743
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$343,994	\$436,747	\$510,960	\$340,440	\$339,743
<i>Allocated Overhead Costs</i>				94,858	94,858
Total Cost with Allocated Overhead				\$435,298	\$434,601
Authorized Full-Time Positions					
<i>Total</i>	5	4	6	6	6
<i>General Fund Discretionary</i>	1.60	0.75	0.75	1	1
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		123,496	120,797	129,773	129,076
Non-Discretionary Revenues					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		0	0	0	0
<i>Interagency Services</i>		303,878	390,163	210,667	210,667
<i>Bureau Program Revenue</i>		9,373	0	0	0
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
Total Non-Discretionary Revenues		313,251	390,163	210,667	210,667
Total General Fund Resources		\$436,747	\$510,960	\$340,440	\$339,743
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Administration</i>		\$140,929	\$117,219	\$123,003	\$122,306
<i>Positions</i>		0.75	0.75	1	1
<i>Block-by-Block Administration</i>		12,471	12,962	13,915	13,915
<i>Positions</i>		0	0	0	0
<i>Energy Efficiency</i>		283,347	380,779	203,522	203,522
<i>Positions</i>		3.25	5.25	5	5
TOTAL PROGRAMS		\$436,747	\$510,960	\$340,440	\$339,743
<i>Positions</i>		4	6	6	6

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Portland Energy Office helps local residents and businesses save money by using energy more efficiently. A new City Energy Policy, adopted in April 1990, makes a renewed commitment to sustainable energy resources, a clean environment and a strong economy. The Energy Office offers research, education and on-site technical and financial services to help achieve these goals.

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

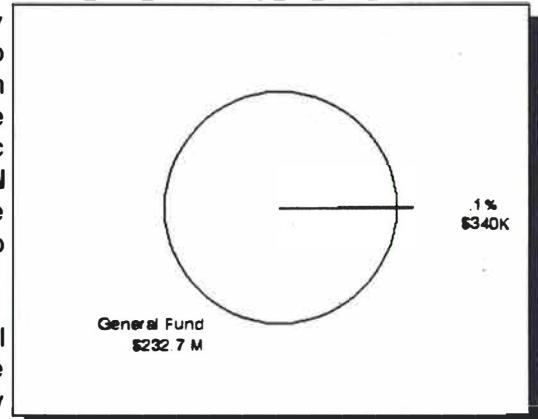
SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (CONT'D)

The Energy Office provides staff support to the Portland Energy Commission, and provides essential local government insight into energy policies and programs developed by the Oregon Department of Energy and Public Utilities Commission, Bonneville Power Administration, Northwest Power Planning Council, electric and natural gas utilities, and many energy and environmental organizations throughout the nation. Of significant interest is the City's participation in the international CO2 Reduction Project to reduce carbon dioxide and adoption of a global warming strategy.

Beginning in FY 1993-94, the administration of the Environmental Commission will be moved to the Energy Office. Further, the Environmental Commission will be merged with the Energy Commission. The Budget reflects \$15,000 for the administration of the Environmental Commission, a \$70,000 reduction from the current year.

PERCENT OF GENERAL FUND

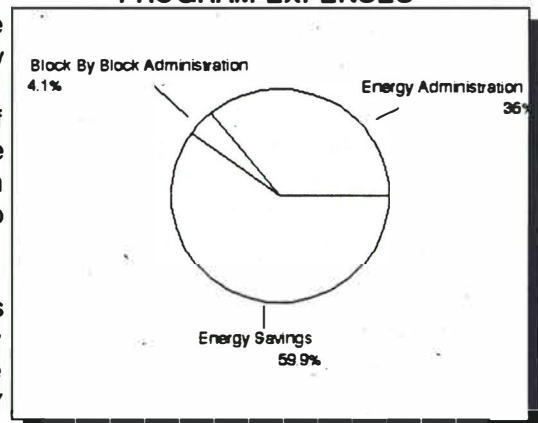


The Energy Office's budget reflects a \$171,217 reduction from the current revised budget. The Office's reduced budget can be mainly attributed to a temporary reduction in grant and contract revenues.

It is anticipated that grants will be forthcoming prior to the end of FY 1992-93 to be carried over in FY 1993-94. In addition, the Energy Office anticipates generating an estimated \$225,000 in grants, contracts and interagencies during FY 1993-94 to implement the City's Energy Policy.

The budget reflects the continuation of the Energy Savings Program which will continue to decrease energy costs in City owned buildings, fleet and facilities. The goal of the Energy Office is to identify \$200,000 in energy savings improvements in FY 1993-94. The Office will continue to work with the Office of Finance and Administration to create a mechanism for funding these improvements by June 30, 1994.

PROGRAM EXPENSES



This budget continues to support a total of six positions. With the exception of the Director's position, all positions will be supported by grant and contract revenues.

DESCRIPTION OF PROGRAMS

Administration

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.

Block-By-Block Administration

The Block-By-Block program provides basic weatherization at no cost to eligible low-income households. Block-by-Block's primary objective is to increase the energy efficiency of low-income households, reduce the monthly utility costs, and improve home comfort.

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

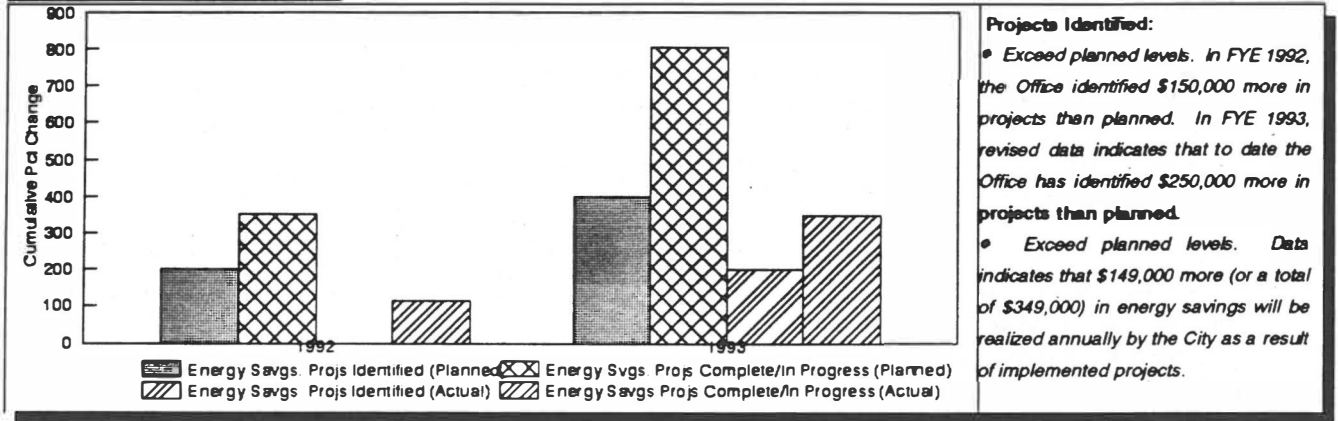
DESCRIPTION OF PROGRAMS (CONT'D):

SUMMARY OF BUREAU EXPENSES

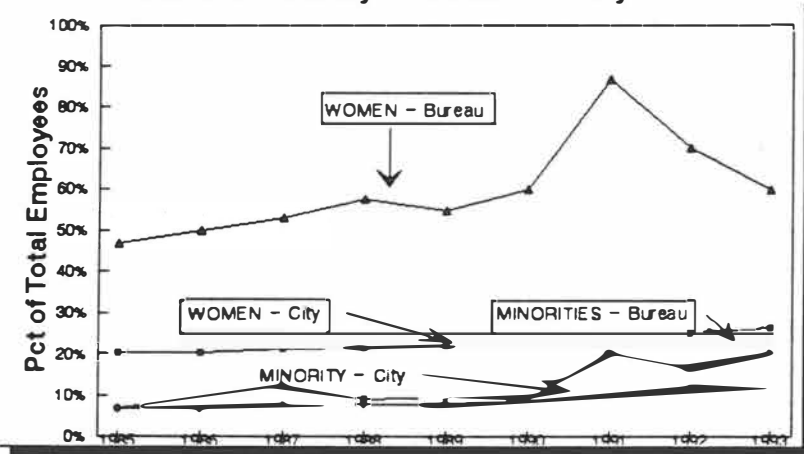
Energy Efficiency

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 relies predominately on outside funding.

PERFORMANCE TRENDS



Workforce Diversity – Bureau vs. Citywide



Exceeds the City's average for female representation

The Energy Office generally exceeds the City's minority employment average.

BUREAU MANAGEMENT OBJECTIVES

In FY 1993-94, the Energy Office intends to:

- Facilitate the weatherization of 1,500 low-to-moderate income apartment units.
- Weatherize 150 low-income homes through the Block-By-Block Program.
- Identify energy saving projects including improved operations and maintenance, in City facilities that will result in \$200,000 in annual energy savings between July 1, 1993 and June 30, 1994.

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner--in--Charge: Mike Lindberg

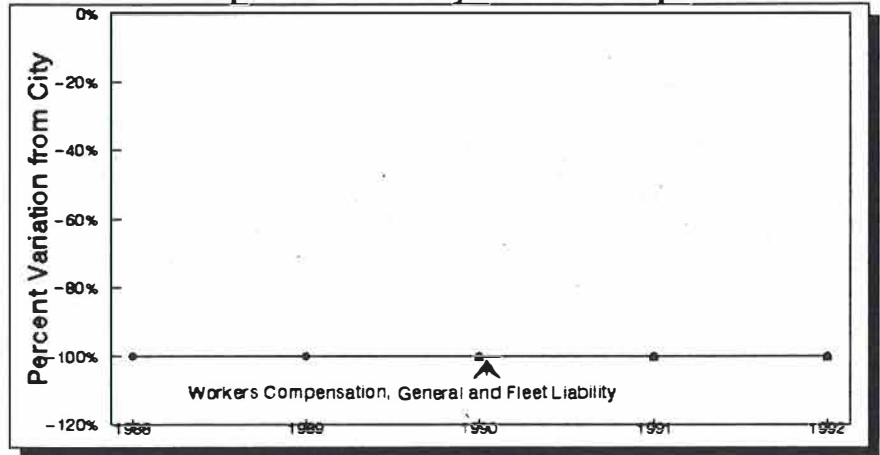
SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES (CONT'D)

- *Work with at least 30 businesses to promote energy efficiency and sustainable business practices.*
- *Renegotiate contracts with Portland General Electric and Pacific Power to provide funding for multi-family weatherization*
- *Acquire at least \$225,000 in grants, contracts and interagencies to implement the City's Energy Policy*
- *Work with the Oregon Public Utility commission, Portland General Electric, and Pacific Power and Light on decoupling sales from profits and investigating incentives for energy efficiency*
- *Begin implementation of the CO2 Reduction Strategy (Global Warming)*

The Bureau has not had any general, workers compensation or fleet liability claimed filed over the last several years.

Bureau Loss Experience Vs. Citywide Loss Experience



MAJOR BUDGET NOTES

- Investigate replacing the City Low-Income Weatherization Program with services available from private utilities and other organizations. A report on alternatives to the City provision or opportunities for cost sharing for these services shall be presented to the Council prior to October, 1993.

EFFECTIVENESS MEASURE

- Percentage of apartment units weatherized

<i>Actual</i> FY 91-92	<i>Revised</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
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100% 100% 100% 100%

EFFICIENCY MEASURE

- Program cost per house weatherized

\$74.68 \$64.81 \$111.32 \$111.32

WORKLOAD MEASURES

- No. of apartment units weatherized

1,200 1,500 1,500 1,500

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

WORKLOAD MEASURES (CONT'D)

	<i>Actual</i> <u>FY 91-92</u>	<i>Revised</i> <u>FY 92-93</u>	<i>Proposed</i> <u>FY 93-94</u>	<i>Adopted</i> <u>FY 93-94</u>
• Energy savings identified	N/A	\$200,000	\$200,000	\$200,000
• Information/Technical Assistance	N/A	N/A	5,000	5,000

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$94,103	\$134,263	\$250,628	\$157,474	\$157,474
512000 Part-Time/Limited-Term Employees	37,954	77,701	8,600	7,250	7,250
514000 Overtime	0	69	0	0	0
515000 Premium Pay	491	527	0	0	0
517000 Benefits	67,520	101,172	101,027	63,298	63,298
Total Personal Services	\$200,068	\$313,732	\$360,255	\$228,022	\$228,022
521000 Professional Services	\$38,531	\$30,209	\$44,514	\$44,645	\$44,645
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	1,671	1,147	1,285	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	14,446	8,520	10,500	530	530
531000 Office Supplies	1,907	3,451	6,306	1,482	1,482
532000 Operating Supplies	3,764	735	0	0	0
533000 Repair & Maintenance Supplies	0	236	405	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	4,228	3,498	4,874	1,400	1,400
542000 Local Travel	811	2,004	1,683	1,585	1,585
543000 Out-of-Town Travel	10,159	13,512	19,089	4,157	4,157
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	6,019	2,500	10,620	5,600	5,600
Subtotal External Materials & Services	\$81,536	\$65,812	\$99,276	\$59,399	\$59,399
551000 Fleet Services	\$13,297	\$1,512	\$1,703	\$1,600	\$1,600
552000 Printing/Distribution	6,771	7,122	8,753	8,789	8,549
553000 Facilities Services	22,223	26,694	24,815	24,873	24,416
554000 Communications	4,790	4,625	7,311	6,927	6,927
555000 Data Processing	669	762	440	1,084	1,084
556000 Insurance	9,592	12,443	8,407	9,746	9,746
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$57,342	\$53,158	\$51,429	\$53,019	\$52,322
Total Materials & Services	\$138,878	\$118,970	\$150,705	\$112,418	\$111,721
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	5,048	4,045	0	0	0
Total Capital Outlay	\$5,048	\$4,045	\$0	\$0	\$0
573000 Cash Transfers – Equipment	0	0	0	0	0
Total Bureau Expenses	\$343,994	\$436,747	\$510,960	\$340,440	\$339,743

ENERGY OFFICE (302)

Service Area: Community Development & Services

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0891	Energy Director	1	1	1	52,138	1	56,327	1	56,327
0813	City-Community Liaison	1	1	1	44,492	0	0	0	0
3140	Engineering Technician	1	1	0	0	0	0	0	0
3180	Engineering Technician II	0	0	0	0	1	25,782	1	25,782
3108	Technician II	0	0	1	51,773	0	0	0	0
0819	Administrative Assistant I	1	0	0	0	0	0	0	0
0221	Secretarial Clerk II	1	1	1	28,492	1	7,567	1	7,567
0809	Urban Services Coordinator	0	0	1	37,349	0	0	0	0
7456	Human Resources Specialist II	0	0	1	36,384	1	12,638	1	12,638
7494	Sr. Community Relations Specialist	0	0	0	0	1	32,449	1	32,449
7492	Community Relations Specialist	0	0	0	0	1	22,711	1	22,711
TOTAL FULL-TIME POSITIONS		5	4	6	250,628	6	157,474	6	157,474

ENVIRONMENTAL COMMISSION (301)
Service Area: Community Development & Services
Commissioner—in-Charge: Mike Lindberg

BUREAU EXPENSES—LINE ITEM DETAILS

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$50,104	\$0	\$0
512000 Part-Time Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	16,808	0	0
Total Personal Services	\$0	\$0	\$66,912	\$0	\$0
521000 Professional Services	\$0	\$0	\$0	\$0	\$0
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	0	0	0	0	0
531000 Office Supplies	0	0	700	0	0
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	300	0	0
541000 Education	0	0	180	0	0
542000 Local Travel	0	0	100	0	0
543000 Out-of-Town Travel	0	0	0	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	0	0	800	0	0
Subtotal External Materials & Services	\$0	\$0	\$2,080	\$0	\$0
551000 Fleet Services	\$0	\$0	\$100	\$0	\$0
552000 Printing/Distribution	0	0	1,590	0	0
553000 Facilities Services	0	0	4,890	0	0
554000 Communications	0	0	780	0	0
555000 Data Processing	0	0	225	0	0
556000 Insurance	0	0	3,423	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$0	\$0	\$11,008	\$0	\$0
Total Materials & Services	\$0	\$0	\$13,088	\$0	\$0
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	0	0	0	0
Total Capital Outlay	\$0	\$0	\$0	\$0	\$0
573000 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$0	\$0	\$80,000	\$0	\$0

ENVIRONMENTAL COMMISSION (301)
Service Area: Community Development & Services
Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>		<i>Proposed</i>		<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>	<i>Amount</i>	<i>FY 93-94</i>	<i>Amount</i>	<i>FY 93-94</i>	<i>Amount</i>
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
0960	Environmental Commission Director	0	0	1	50,104	0	0	0	0
TOTAL FULL-TIME POSITIONS		0	0	1	50,104	0	0	0	0

CONVENTION AND TOURISM FUND (201)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>External Revenue</i>					
Lodging Tax	\$1,091,912	\$1,196,839	\$1,246,201	\$1,382,676	\$1,382,676
<i>Miscellaneous Revenue</i>					
Interest on Investments	8,452	6,797	9,500	6,000	6,000
Total External Revenue	1,100,364	1,203,636	1,255,701	1,388,676	1,388,676
<i>Beginning Fund Balance</i>	8,091	16,543	0	0	0
TOTAL RESOURCES	\$1,108,455	\$1,220,179	\$1,255,701	\$1,388,676	\$1,388,676
<u>REQUIREMENTS</u>					
<i>Bureau Expenses</i>					
<i>External Materials & Services</i>					
Internal Materials & Services	\$1,065,442	\$1,161,164	\$1,229,884	\$1,360,222	\$1,360,222
General	19,591	22,991	22,991	23,054	23,054
Total Bureau Expenses	1,085,033	1,184,155	1,252,875	1,383,276	1,383,276
<i>Fund Requirements</i>					
General Operating Contingency	0	0	0	0	0
<i>Interfund Cash Transfers</i>					
General-Overhead	6,879	13,171	2,826	5,400	5,400
<i>Unappropriated Ending Balance</i>	16,543	22,853	0	0	0
TOTAL REQUIREMENTS	\$1,108,455	\$1,220,179	\$1,255,701	\$1,388,676	\$1,388,676
<u>EXPENDITURES - AU 255</u>					
<i>External Materials & Services</i>					
5490 Miscellaneous	\$1,065,442	\$1,161,164	\$1,229,884	\$1,360,222	\$1,360,222
<i>Internal Materials & Services</i>					
5590 Other Fund Services-Gen.	19,591	22,991	22,991	23,054	23,054
	1,085,033	1,184,155	1,252,875	1,383,276	1,383,276
TOTAL APPROPRIATION	\$1,085,033	\$1,184,155	\$1,252,875	\$1,383,276	\$1,383,276

The City of Portland collects a Transient Lodgings Tax which is 6% of the hotel/motel room charges. 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 1992-93 is the result of an increase in the amount of transient lodgings taxes collected due to an increase in the hotel/motel business in the City.

The Bureau of Licenses manages the Convention and Tourism Fund and administers the collection of the taxes.

ASSESSMENT COLLECTION FUND (114)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$19,929	\$18,612	\$10,000	\$10,000	\$10,000
<i>Interest Income - Other</i>	17,139	5,301	15,000	12,000	12,000
<i>Real Estate Contract</i>	0	0	0	0	0
<i>Principal Payment</i>	5,085	8,890	0	0	0
Total External Revenue	42,153	32,803	25,000	22,000	22,000
<i>Beginning Fund Balance</i>	447,373	437,740	460,000	420,000	420,000
TOTAL RESOURCES	\$489,526	\$470,543	\$485,000	\$442,000	\$442,000
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Services</i>	0	0	0	0	0
<i>External Materials & Services</i>	1,767	1,407	12,000	12,000	12,000
<i>Internal Materials & Services</i>					
<i>General Fund</i>	44,009	48,166	52,476	54,087	54,087
<i>Fleet Operating</i>	0	0	2,070	0	0
	44,009	48,166	54,546	54,087	54,087
<i>Capital Outlay</i>	0	0	0	0	0
Total Bureau Expenses	45,776	49,573	66,546	66,087	66,087
<i>Fund Requirements</i>					
<i>General Operating Contingency</i>	0	0	417,127	373,154	373,154
<i>Interfund Cash Transfers</i>					
<i>General Overhead</i>	6,010	8,991	1,327	2,759	2,759
<i>Unappropriated Ending Balance</i>	437,740	411,979	0	0	0
TOTAL REQUIREMENTS	\$489,526	\$470,543	\$485,000	\$442,000	\$442,000
EXPENDITURES - AU 250					
<i>External Materials and Services</i>					
<i>310 Office Supplies</i>	1,767	1,407	12,000	12,000	12,000
<i>Internal Materials and Services</i>					
<i>5510 Fleet Services</i>	0	0	2,070	0	0
<i>5590 Other Fund Services</i>	44,009	48,166	52,476	54,087	54,087
	44,009	48,166	54,546	54,087	54,087
<i>Capital Outlay</i>					
<i>640 Equipment</i>	0	0	0	0	0
TOTAL APPROPRIATION	45,776	49,573	66,546	66,087	66,087

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.

ECONOMIC IMPROVEMENT DIST. (EID) OPERATING (117)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Interest on Investments</i>	6,687	5,584	35,000	35,000	35,000
<i>Open Lien Receipts</i>	1,613,260	1,526,188	1,431,200	1,431,200	1,431,200
<i>Total Revenue</i>	1,619,947	1,531,772	1,466,200	1,466,200	1,466,200
<i>Beginning Fund Balance</i>	\$16,645	\$16,903	\$100,000	\$100,000	\$100,000
<u>TOTAL RESOURCES</u>	<u>\$1,636,592</u>	<u>\$1,548,675</u>	<u>\$1,566,200</u>	<u>\$1,566,200</u>	<u>\$1,566,200</u>

REQUIREMENTS

<i>Bureau Requirements</i>					
<i>Personal Services</i>	0	0	0	0	0
<i>External Materials and Services</i>	1,619,689	1,489,907	1,566,200	1,566,200	1,566,200
<i>Internal Materials & 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>	1,619,689	1,489,907	1,566,200	1,566,200	1,566,200
<i>General Operating Contingency</i>					
<i>Unappropriated Ending Balance</i>	\$16,903	\$58,768	\$0	\$0	\$0
<u>TOTAL REQUIREMENTS</u>	<u>\$1,636,592</u>	<u>\$1,548,675</u>	<u>\$1,566,200</u>	<u>\$1,566,200</u>	<u>\$1,566,200</u>

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 88-89 for a three year term, and reauthorized in FY 1991-92 for another three year period. Due to limitations of Measure 5, the new Economic Improvement District is now funded via voluntary assessment of participating property owners within the downtown area.

Services provided include enhanced security, street cleaning, and marketing services in the central business district. Services are provided by the Association for Portland Progress through a management agreement with the City of Portland. The administration of the management agreement is the responsibility of the Office of The City Auditor, and the associated costs are reimbursed by APP under the terms of the agreement.

LOCAL IMPROVEMENT DIST. CONSTRUCTION FUND (502)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Revenue					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	2,913,622	639,722	600,000	100,000	100,000
<i>Bond Sales</i>	36,423,153	42,253,715	22,000,000	7,000,000	7,000,000
<i>Open Lien Receipts</i>	5,118,235	3,815,241	2,394,574	1,000,000	1,000,000
<i>Interest on Liens</i>	255,472	288,655	237,780	100,000	100,000
<i>Other Misc. Revenues</i>	771,662	2,463	0	0	0
<i>Bond Anticipation Notes</i>	49,761,890	0	0	0	0
	<u>95,244,034</u>	<u>46,999,796</u>	<u>25,232,354</u>	<u>8,200,000</u>	<u>8,200,000</u>
<i>Service Charges & Fees</i>					
<i>Other Miscellaneous</i>	0	1,542,064	484,120	1,400,000	1,400,000
Total Revenue	95,244,034	48,541,860	25,716,474	9,600,000	9,600,000
<i>Transfers from Other Funds – Cash</i>					
<i>Transportation Operating</i>	59,906	0	44,700	62,050	62,050
<i>Sewer System Const.</i>	210,824	176,294	186,294	125,600	125,600
	<u>270,730</u>	<u>176,294</u>	<u>230,994</u>	<u>187,650</u>	<u>187,650</u>
<i>Transfers from Other Funds – Serv. Reimb.</i>					
<i>Housing & Comm. Dev.</i>	626,840	323,147	128,971	45,897	45,897
<i>Environmental Services</i>	15,000	17,500	18,550	19,403	19,403
<i>Sewer System Construction</i>	0	1,686,755	0	0	0
<i>Transportation</i>	104,786	1,104,127	253,100	204,000	204,000
	<u>746,626</u>	<u>3,131,529</u>	<u>400,621</u>	<u>269,300</u>	<u>269,300</u>
<i>Beginning Fund Balance</i>	331,128	29,412,941	500,000	4,000,000	4,000,000
TOTAL RESOURCES	96,592,518	81,262,624	26,848,089	14,056,950	14,056,950

REQUIREMENTS

Bureau Requirements

<i>Personal Svcs</i>	0	0	0	0	0
<i>External Materials & Svcs</i>	2,458,044	3,453,518	200,000	375,000	375,000
<i>Internal Materials & Svcs</i>					
<i>General</i>	628,178	639,910	792,533	848,967	848,967
<i>Sewer System Construction</i>	3,369,601	2,560,655	82,100	44,672	44,672
<i>Transportation Operating Fund</i>	628,664	855,770	735,111	767,367	767,367
<i>Water Operating</i>	0	196,469	0	0	0
	<u>4,626,443</u>	<u>4,252,804</u>	<u>1,609,744</u>	<u>1,661,006</u>	<u>1,661,006</u>
<i>Capital Outlay</i>	18,770,090	19,394,233	3,526,143	3,496,000	3,496,000
Total Bureau Requirements	25,854,577	27,100,555	5,335,887	5,532,006	5,532,006

Fund Requirements

Transfers to Other Funds – Cash

<i>General Fund – Overhead</i>	0	0	72,482	175,219	175,219
<i>Debt Retirement (Notes)</i>	41,325,000	47,851,196	0	0	0
<i>Sewage Operating Fund</i>	0	4,113,601	18,985,000	3,500,000	3,500,000
	<u>41,325,000</u>	<u>51,964,797</u>	<u>19,057,482</u>	<u>3,675,219</u>	<u>3,675,219</u>

<i>General Operating Conting.</i>	0	0	2,454,720	4,849,725	4,849,725
<i>Unapprop Ending Balance</i>	29,412,941	2,197,272	0	0	0

TOTAL REQUIREMENTS	96,592,518	81,262,624	26,848,089	14,056,950	14,056,950
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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 for engineering design and inspections services associated with local improvement projects.

For the previous five fiscal years, the LID Construction Fund was dominated by the Mid-County Sewer Project. During this period, the city formed, financed and constructed sewer systems at rates in excess of five times the traditional level of local improvement construction. The mandatory sewer construction increased LID Construction Fund requirements from \$10.7 million in FY 1987-88 to more than \$96 million in FY 1990-91. In March 1992, the Council converted the Mid-County Sewer Project from local improvement district financing to the capital improvement program of the Bureau of Environmental Services. As a result, LID Construction Fund requirements are expected to return to the \$10 million level in experienced in FY 1987-88.

The run-up in mandatory sewer construction has resulted in a substantial increase in assessment loans, lien accounts, customer services and assessment collection activities. During the previous five fiscal years, the inventory of active City assessment liens has climbed from 7,000 to 18,200 in FY 1992-93. The inventory will continue to climb to well over 30,000 before the construction activity in Mid-County begins to subside in FY 1995-96. As a result, operating costs in the LID Construction Fund will continue at a higher level.

LOCAL IMPROVEMENT DISTRICT CONSTRUCTION FUND (502)

General Obligation/Assessment Revenue Bonds

DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on notes issued to proceed with local improvement activities of the Assessment and Liens Division of the City Auditor's Office. The cash is required to proceed with public improvements prior to the sale of Bancroft local improvement district bonds. The notes are repaid from the bonds.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Note #1	\$10,000,000	12/08/92	12/08/93		10,000,000	3,500,000	125,000
Proposed Note #2	\$3,000,000	12/08/93	12/08/94		3,000,000	0	50,000
TOTAL Local Improvement District Construction Fund					\$13,000,000	\$3,500,000	\$175,000

BANCROFT BOND INTEREST AND SINKING FUND (311)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Local Sources</i>					
<i>LID Payments</i>	\$2,206,446	\$3,403,562	\$1,700,000	\$1,777,930	\$7,677,930
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	110,211	173,521	256,007	250,001	250,001
<i>Interest-Other</i>	1,242,470	1,486,534	1,900,000	1,900,000	1,900,000
<i>Transfer of Residual Equity From Improvement Bond Interest and Sinking Fund</i>		1,109,786			
	1,352,681	2,769,841	2,156,007	2,150,001	2,150,001
<i>Beginning Fund Balance</i>	928,876	2,499,502	350,000	4,000,000	4,000,000
TOTAL RESOURCES	\$4,488,003	\$8,672,905	\$4,206,007	\$7,927,931	\$13,827,931
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$1,163,501	\$1,309,029	\$1,701,007	\$1,667,931	\$4,567,931
<i>Other Requirements</i>					
<i>Debt Retirement</i>	825,000	3,285,000	2,505,000	6,260,000	9,260,000
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	2,499,502	4,078,876	0	0	0
TOTAL REQUIREMENTS	\$4,488,003	\$8,672,905	\$4,206,007	\$7,927,931	\$13,827,931
EXPENDITURES - AU 752					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$1,163,501	\$1,309,029	\$1,701,007	\$1,667,931	\$4,567,931
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	825,000	3,285,000	2,505,000	6,260,000	9,260,000
TOTAL APPROPRIATION	\$1,988,501	\$4,594,029	\$4,206,007	\$7,927,931	\$13,827,931

This fund pays principal and interest on bonds issued since 1986 to finance local improvements requested by property owners. The 1986 IRS Code required certain changes in the methods used by issuers of tax-exempt debt. Debt service is paid for by property tax assessments against properties which benefit from the improvements. In 1992 the City refunded all pre-1986 Bancroft Bonds taking advantage of lower interest rates and converting these older bonds to the new structure. Nine million dollars in property owner prepayments which had accumulated in the Improvement Bond Interest & Sinking Fund were applied to the refunding and that Fund was closed. The City expects to save \$3.5 million in debt service over the life of the refunding issue.

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.

In February 1992, the City refunded all pre-1986 Bancroft Bonds, taking advantage of lower interest rates, and converting these older bonds to the new structure. \$9 million in property owner pre-payments which had accumulated in the IMPROVEMENT BOND INTEREST AND SINKING FUND were applied to the refunding and that Fund was subsequently closed. The City expects to save \$3.5 million in debt service over the life of the refunding issue.

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Series 1987	\$3,617,393	12/01/87	12/01/07	7.60%	1,540,000	0	117,040
Series 1988	\$2,091,324	07/01/88	07/01/93	6.00%	85,000	85,000	2,550
			07/01/98	6.70%	295,000		19,765
			07/01/08	7.30%	695,000		50,735
					1,075,000	85,000	73,050
Series 1989	\$3,992,000	06/27/89	06/01/94	8.00%	170,000	170,000	13,600
			06/01/99	6.25%	795,000		49,688
			06/01/09	6.40%	1,127,000		72,128
					2,092,000	170,000	135,416
Series 1990A	\$3,830,000	06/01/90	06/01/94	6.10%	190,000	190,000	11,590
			06/01/95	6.20%	190,000		11,780
			06/01/00	6.60%	810,000		53,460
			06/01/10	6.90%	1,700,000		117,300
					2,890,000	190,000	194,130
Series 1990B	\$3,000,000	10/15/90	12/01/93	10.00%	95,000	95,000	4,750
			12/01/94	10.00%	95,000		9,500
			12/01/95	6.20%	105,000		6,510
			12/01/00	6.70%	460,000		30,820
			12/01/10	7.00%	1,890,000		132,300
					2,645,000	95,000	183,880
Series 1992	\$2,745,000	02/01/92	06/01/00	5.50%	2,745,000	0	150,975
TOTAL Bancroft Bonds					12,987,000	540,000	854,491

BANCROFT BOND INTEREST AND SINKING FUND (311) – continued
General Obligation/Assessment Revenue Bonds **DEBT REDEMPTION SCHEDULE**

Bond Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
DEQ Series 1990A	\$2,910,000	09/01/90	12/01/93	10.15%	95,000	95,000	4,821
			12/01/94	10.15%	90,000		9,135
			12/01/95	10.15%	75,000		7,613
			12/01/00	6.95%	445,000		30,928
			12/01/10	7.15%	1,970,000		140,855
					2,675,000	95,000	193,351
DEQ Series 1992A	\$10,935,000	02/27/92	11/25/93	6.90%	630,000	630,000	2,174
			11/25/94	6.90%	665,000		45,885
			11/25/95	6.90%	690,000		47,610
			11/25/96	6.90%	595,000		41,055
			11/25/01	5.65%	2,870,000		162,155
			11/25/11	6.45%	4,980,000		321,210
					10,430,000	630,000	620,089
DEQ 1993 Series A	\$57,440,000	06/23/93	06/01/94	5.61%	3,000,000	3,000,000	168,252
				3.55%	5,385,000		191,168
				3.80%	4,430,000		168,340
				4.05%	4,680,000		189,540
				4.30%	3,960,000		170,280
				5.10%	7,635,000		389,385
			5.73%	28,350,000		1,623,038	
					57,440,000	3,000,000	2,900,001
Proposed Called Bonds						4,995,000	
TOTAL Special Assessments Bonds					70,545,000	8,720,000	3,713,441
TOTAL Bancroft Bond Interest and Sinking Fund					\$83,532,000	\$9,260,000	\$4,567,931

MODEL CITIES ECON. DEVELOPMENT TRUST FUND (601)

FUND SUMMARY

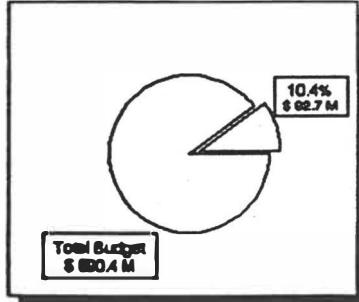
	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Loan Repayments</i>	41,471	24,148	25,000	0	25,000
<i>Interest</i>	18,593	15,685	15,000	0	15,000
<i>Total Revenue</i>	\$60,064	\$39,833	\$40,000	\$0	\$40,000
<i>Beginning Balance</i>					
<i>Encumbered</i>	0	\$0	\$0	\$0	\$133,592
<i>Unencumbered</i>	216,492	191,482	53,054	0	0
	\$216,492	\$191,482	\$53,054	\$0	\$133,592
<u>TOTAL RESOURCES</u>	\$276,556	\$231,315	\$93,054	\$0	\$173,592
<u>REQUIREMENTS</u>					
<i>Expenditures</i>	25,010	132,023	93,054	0	173,592
<i>Unappropriated Ending Balance</i>	251,546	\$99,292	\$0	\$0	\$0
<u>TOTAL REQUIREMENTS</u>	\$276,556	\$231,315	\$93,054	\$0	\$173,592
<u>EXPENDITURES – AU 455</u>					
<i>Materials and Services</i>					
5490 <i>Miscellaneous</i>	25,010	132,023	93,054	0	173,592
<u>TOTAL APPROPRIATION</u>	\$25,010	\$132,023	\$93,054	\$0	\$173,592

This fund was established using Model Cities monies for the purpose of providing a business loan program for Model Cities neighborhoods. Model Cities was a federally funded grant program in the 1970's.

Transportation and Parking

PROGRAM AREA OVERVIEW

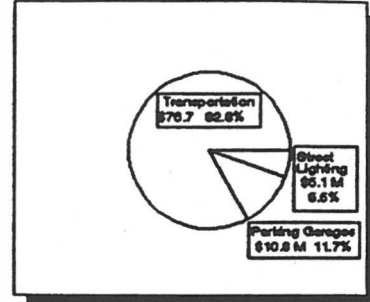
PERCENT OF BUDGET



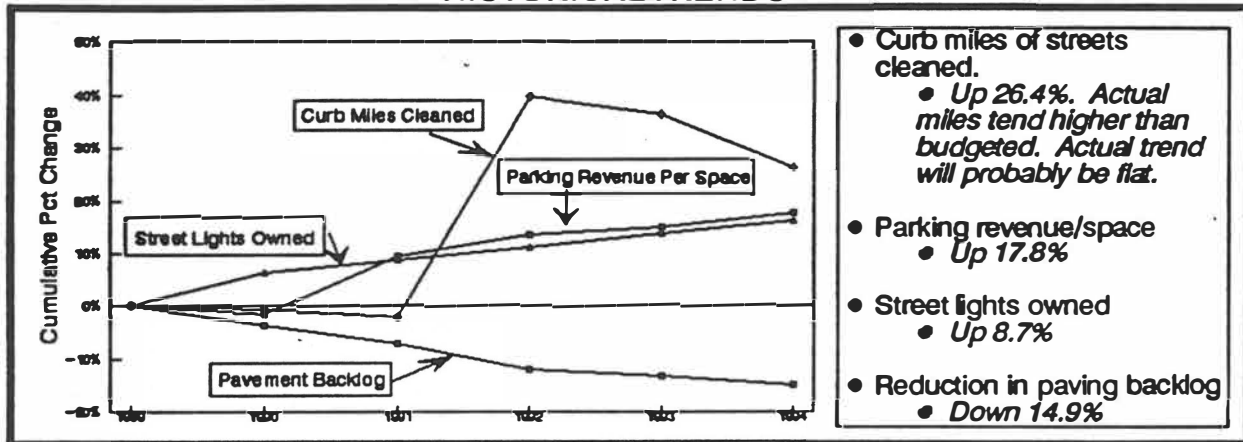
BUDGET DATA

1993-94 Budget \$92.7
 Change from '92-'93: Up \$7.2 M
 Change per Capita: Up 6.0%
 1993-94 Positions: 416
 Change from '92-'93: Up 15 FTEs
 Change per Thousand: Down 0.1%

EXPENDITURES



HISTORICAL TRENDS



COUNCIL PRIORITIES & EFFICIENCIES

- Westside Light Rail Match payment of \$1,000,000 originally to be paid by PDC, will not be paid by the Office of Transportation.
- Capital improvement plan includes over 125 projects totalling \$25 million, including the North Transit Mall extension, North Marine Drive improvements, Central City Street Car, conversion of annexed lights to more efficient lights, and various parking garage improvements.
- \$800,000 in efficiencies resulting from many miscellaneous improvements in productivity and resource management, such as elimination of a central telephone receptionist due to the implementation of voice mail, reorganizing development review in the Bureau of Traffic Management, and reduction of power requirements in traffic lights.
- First year of transition to General Fund support for Street Lighting activities (\$3.8 M).

OFFICE OF TRANSPORTATION (159)
Service Area: Transportation & Parking
Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$29,226,280	\$32,996,061	\$31,327,344	\$33,850,407	\$33,954,432
<i>External Materials and Services</i>	18,578,865	17,311,732	16,474,039	\$15,541,957	\$16,117,404
<i>Internal Materials and Services</i>	12,148,650	13,379,370	11,138,165	\$10,759,842	\$10,769,534
<i>Minor Capital Outlay</i>	2,863,936	1,661,434	795,500	\$726,570	\$758,570
<i>Cash Transfers-Equipment</i>	86,479	164,909	2,048	\$48,000	\$48,000
Total Operating Budget	\$62,904,210	\$65,513,506	\$59,737,096	\$60,926,776	\$61,647,940
<i>Capital Improvements</i>	0	0	25,714,979	24,568,638	23,151,892
TOTAL BUREAU EXPENSE	\$62,904,210	\$65,513,506	\$85,452,075	\$85,495,414	\$84,799,832
<i>Allocated Overhead Costs</i>				49,338	49,338
<i>Total Cost with Allocated Overhead</i>				\$85,544,752	\$84,849,170
Authorized Full-Time Positions					
<i>Total</i>	691	709	701	714	716
SOURCE OF FUNDING					
Transportation Operating Fund (112)		\$65,513,506	\$85,452,075	\$85,495,414	\$84,799,832
Types of General Fund Resources:					
<i>General Fund Transfer</i>		1,787,280	2,050,077	3,389,972	3,389,972
<i>Other Transportation Discretionary</i>		34,972,871	44,499,860	47,809,457	46,980,368
<i>Total General Fund Discretionary</i>		36,759,533	46,549,937	51,199,429	50,370,340
Non Discretionary Resources					
<i>Grants & Donations</i>		2,322,441	5,050,946	6,811,611	6,416,936
<i>Contract Revenue</i>		582,035	7,029,780	6,771,793	6,737,014
<i>Interagency Services</i>		23,464,886	23,323,638	17,722,919	18,155,824
<i>Bureau Program Revenue</i>		2,384,611	3,497,774	2,989,662	3,119,718
<i>Overhead Revenue from Other Funds</i>		0	0	0	0
<i>Total Non-Discretionary Revenues</i>		65,513,506	85,452,075	34,295,985	34,429,492
TOTAL FUNDING		\$102,273,039	\$132,002,012	\$85,495,414	\$84,799,832
PROGRAMS					
Street Preservation		\$10,106,068	\$10,983,182	\$10,327,271	\$10,327,271
<i>Positions</i>		96	95	95	95
Traffic Maintenance		4,765,599	5,619,345	5,693,116	5,824,261
<i>Positions</i>		56	56	56	56
Street Cleaning		5,534,147	4,649,033	4,779,902	4,779,902
<i>Positions</i>		53	50	52	52
Sidewalk Preservation & Safety		2,055,666	2,574,604	2,511,928	2,511,928
<i>Positions</i>		34	33	33	33
Structural Maintenance		1,764,655	2,133,391	1,995,146	1,995,146
<i>Positions</i>		29	29	29	29
Emergency Services		69,068	559,099	680,801	680,801
<i>Positions</i>		1	1	1	1
Sewer Maintenance		5,549,366	5,825,253	6,349,095	6,349,095
<i>Positions</i>		84	83	85	85
Drainage & Roadside Maintenance		2,727,387	3,079,051	3,102,159	3,102,159
<i>Positions</i>		36	29	30	30

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Service Area: Transportation & Parking
Commissioner—in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>PROGRAMS (Continued)</i>					
Maintenance Support & Admin.		2,071,967	3,664,764	3,856,347	3,854,799
<i>Positions</i>		50	52	49	49
Operations		896,776	852,575	935,642	964,642
<i>Positions</i>		16	15	13	13
Project Analysis & Design		497,879	1,075,508	1,070,084	1,070,084
<i>Positions</i>		5	8	8	8
Neighborhood Traffic Mgmt.		660,337	818,729	1,491,503	1,315,358
<i>Positions</i>		5	6	9	9
Traffic Signals		1,206,643	2,428,760	2,499,447	2,499,447
<i>Positions</i>		8	8	9	9
Street Lighting		7,727,353	7,294,266	5,773,993	5,773,993
<i>Positions</i>		7	7	7	7
Parking Patrol		1,767,364	1,953,288	2,332,575	2,340,863
<i>Positions</i>		40	40	48	48
Parking Management		1,638,890	976,669	1,041,669	1,047,669
<i>Positions</i>		11	11	11	11
Administration & Support		1,071,835	1,373,461	1,439,452	1,434,429
<i>Positions</i>		9	11	11	11
Arterial Improvements		4,234,364	14,713,203	13,439,381	11,891,333
<i>Positions</i>		23	24	23	23
Development Services		2,397,231	2,705,969	2,765,793	2,765,747
<i>Positions</i>		49	50	50	50
Engineering Support		2,340,342	3,160,207	2,751,271	3,584,096
<i>Positions</i>		15	21	24	26
Local Improvements		3,153,470	4,786,067	5,020,584	5,030,584
<i>Positions</i>		44	33	33	33
Director		640,030	623,130	619,723	637,693
<i>Positions</i>		3	3	3	3
Resources		1,024,600	1,198,703	1,193,110	1,193,110
<i>Positions</i>		17	17	16	16
Planning		1,612,469	2,403,818	3,825,422	3,825,422
<i>Positions</i>		18	19	19	19
TOTAL PROGRAMS		\$65,513,506	\$85,452,075	\$85,495,414	\$84,799,832
<i>Positions</i>		709	701	714	716

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of Transportation is comprised of four bureaus: Maintenance, Traffic Management, Transportation Engineering & Development, and the Transportation Director's Office. The FY 1993-94 budget protects and supports direct public services, as well as PDOT's ability to plan and manage the many components of Portland's transportation system.

The FY 1993-94 budget reflects \$800,000 in efficiencies resulting from many miscellaneous improvements in productivity and resource management, such as elimination of a central telephone receptionist due to implementation of voice mail, reorganizing development review in the Bureau of Traffic Management, and reduction of power requirements in traffic lights.

The budget supports a \$1 million match payment for Westside Lightrail, which was originally expected to be

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SUMMARY OF BUREAU EXPENSES

paid by the Portland Development Commission (PDC). With the Supreme Court's ruling on tax increment financing, the PDC was unable to provide the \$1 million match payment. Additional match payments will be due in each of the following five years.

The FY 1993-94 budget also reflects the first step in transitioning from levy support to General Fund support of Street Light activities. Following the passage of Ballot Measure 5, Council decided it was in the best interest of both the city and other jurisdictions that the Street Light program not compete with the city general fund for property tax revenue, and that other funding sources should be found for street lighting. After examining various options, Council decided that funding for the Street Lighting program should be gradually transitioned to General Fund support, so that it will be fully supported by the General Fund in FY 1995-96. General Fund support will cover street lighting operations and maintenance. The level of capital expenditures will be determined in the annual Capital Review process. The Office of Transportation's total 1993-94 budget at the fund level is \$98,889,004, which represents an increase of \$2,793,148 (or 2.9%) over the FY 1992-93 Revised Budget.

The Office of Transportation's primary source of funding is referred to as General Transportation Revenues (GTR) and is comprised of State Gas Tax revenues, Parking Meter revenues, City/County Road Agreement revenues, and miscellaneous revenues such as interest earnings.

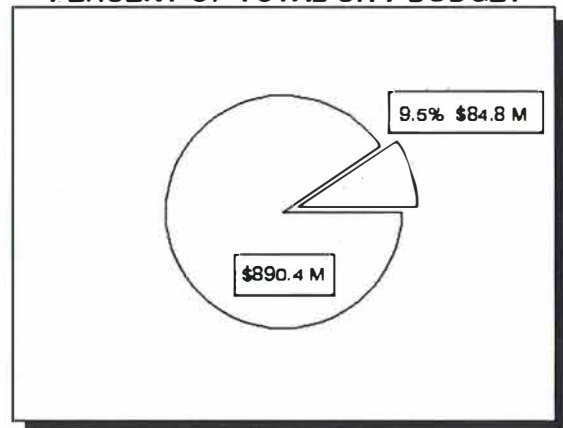
Beginning in FY 1993-94, the General Fund transfer amount is dedicated to street lighting activities. Other sources of funding include service reimbursements, in which other City bureaus pay the Office of Transportation for services they provide to those bureaus; contracts with other jurisdictions, such as Tri-met or Metro; State and Federal Grants, and revenues from service charges and fees (cost recovery).

The FY 92-93 budget is supported by the following sources: GTR (\$46,980,368, including a General Fund Transfer amount of \$3,389,972), service reimbursements (\$18,155,824), contracts (\$6,737,014), State and Federal Grants (\$6,416,936), and bureau revenues (cost recovery) (\$3,119,718).

The total number of positions is increased by a net of 15 from the number in 1992-93. Five positions were transferred from the Bureau of Buildings to support the Abandoned Vehicle program, which was also transferred to Transportation. Two positions were added in the Engineering Support program to support implementation of a citywide Geographic Information System. A net of two additional workers were added in the Bureau of Maintenance in the sewer inspection and street cleaning. In the Parking Patrol section, two parking patrol deputies were added to support expanded patrol hours and a secretary clerk II position was added to support handheld citation writers. A Tech III position was added in the NTMP program to provide Westside Light Rail local traffic management. A Senior Engineering Associate was added in the Traffic Signal Program to support the citywide signal re-timing project. Finally, a Support Technician was added to provide bureau-wide support Macintosh computer users.

The total Capital Improvement Program (CIP) request for FY 1993-94 is \$23,151,892. The proposed capital improvement plan includes 108 projects scheduled for FY 1993-94, and includes such projects as completion of Phase I for North Marine Drive, the Central City Streetcar, the City's local match for the Westside Light Rail line, and Neighborhood Traffic Management Projects.

PERCENT OF TOTAL CITY BUDGET



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SUMMARY OF BUREAU EXPENSES

DESCRIPTION OF PROGRAMS

Bureau of Maintenance

Street Preservation

The City of Portland is responsible for maintaining 1,619 miles of fully improved streets and 221 miles of partially improved streets 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. Dependent on the condition of the street, the Pavement Management System helps identify the most cost effective maintenance technique, which may range from sealing cracks or patching small holes to complete reconstruction. As of October 1992, PMS data showed a 391 mile backlog of streets requiring surface treatment, rehabilitation or reconstruction with an estimated cost of \$29.5 million. It would require treatment of 96 miles of street annually just to maintain the backlog at the present level of 391. This is because of normal deterioration of street stock due to the damage caused by weather and traffic. Street preservation activities proposed for FY 1993-94 total 105 miles, which will result in a reduction in the backlog of 8 miles, or approximately 3% of the backlog. The treatment program consists of 52 miles of resurfacing, 50 miles of slurry sealing, and 3 miles of new construction.

Traffic Maintenance

The Traffic Maintenance Program supports the maintenance of 890 signalized intersections; 90 partially controlled intersections; 5,468 legends placed on the street surface; 1,700 miles of painted line; 1,852 crosswalks; 5,800 parking meters; 30,850 traffic control signs; 37,452 parking control signs, and 67,000 street name signs. In addition, the City owns approximately 43,000 street lights, of which 5,200 are maintained by the Bureau of Maintenance.

Street Cleaning

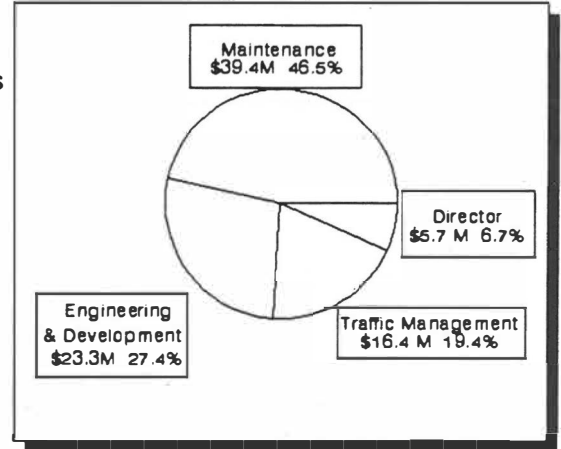
The Street Cleaning program supports the machine sweeping of 4,022 miles of street within the City of Portland, which includes 1,990 miles of residential streets, 1,989 miles of arterials and 43 miles of streets in the Central Business District. The funding level for 1993-94 provides street cleaning 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 \$1.5 million 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.

Two new positions are being added in the Street Cleaning program, by reallocating part-time resources to fund two maintenance Worker positions. These positions will provide notification to citizens of street cleaning schedules. This service is currently performed by part-time employees.

Sidewalk Preservation & Safety

The Sidewalk and Preservation program oversees the maintenance of 2,492 lineal miles of sidewalk, 2,572 lineal miles of curb and 80,734 corners within the City. The City Charter assigns the responsibility for maintenance of sidewalks to the owner of the abutting property, therefore the Bureau of Maintenance 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 of Maintenance makes the repairs and bills the property owner

PROGRAM EXPENSES



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SUMMARY OF BUREAU EXPENSES

for the cost. Non-reimbursable activities include inspections, permits issuance, corner and curb maintenance, and Transit Mall maintenance.

The FY 1993-94 funding level provides for 4,200 inspection postings, replacement of 112,000 square feet of sidewalk and driveway, repair of 600 corners, and the repair and replacement of defective brick and granite on the Transit Mall. Approximately 46% of the total amount is supported by cost recovery revenues.

Structural Maintenance

The objectives of the Structural Maintenance Program include ensuring public safety and convenience; controlling deterioration; continued repair, maintenance, and improvement of the City's vehicle and pedestrian structures; and to preserve the public's investment in these assets.

The program maintenance to 136 major bridge structures (excluding the Willamette River bridges, which are owned and maintained by Multnomah County), 171 stairways, 209 retaining walls, the harbor wall along the Willamette River, 15 miles of guardrail, 13 tunnels, 2.3 miles of fencing and other various structures including steel furniture, bollards, and kiosks, primarily on the Transit Mall.

Emergency Services

The funding level for the Emergency Services program provides for round the clock response to emergencies, including snow/ice/wind storms, floods and other weather conditions, volcanic eruptions, clean up following police actions, sewer breaks or plugs, and other disasters that inhibit safe transportation, and threaten public safety. In addition, the Bureau has teams trained in confined space entry, trench rescue, and structural collapse rescue, as well as up-to-date emergency management plans, and management and crew training.

Appropriation is also included in the professional services account for weather forecasting services to obtain timely forecast data. The weather service has proven very effective in preventing premature call-out of the emergency work force, thus avoiding unnecessary overtime expenditures.

Sewer Maintenance

The Sewer Maintenance program oversees the annual programs for cleaning and inspection of the 1,747 miles of sewer, investigation of customer problems, and repair and reconstruction of damaged broken or deteriorated sewers. These programs were established in cooperation with the Bureau of Environmental Services (BES), which funds the entire cost of the Sewer Maintenance program via an interagency agreement. The City of Portland's sewer system services 110,291 homes, 9,878 multiple dwelling buildings, and 13,551 commercial and industrial establishments for a total of 133,720 individual connections and customers. Activities include sewer repair, sewer cleaning, inspection, customer and emergency service program, and storm drain maintenance.

Drainage & Roadside Maintenance

The Drainage and Roadside Maintenance program was created in FY 1991-92 to house drainage maintenance, roadside vegetation control, and shoulder and roadside maintenance activities. The drainage and roadside maintenance program assists the Bureau of Environmental Services in meeting the goals of the City's 'Clean Rivers Program', as well as federally mandated requirements.

The funding level for 1993-94 supports a reduced level of service. The total lineal feet of open ditches maintained is reduced by 50,000 lineal feet from the current service level. This reduction is a result of changing the way in which the maintenance is done. Erosion control regulations, as well as the Clean Water Act dictate the use of more costly methods, materials, and equipment.

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SUMMARY OF BUREAU EXPENSES

Installation, inspection, cleaning, and repairs in the trash rack system are being increased by 30% to help ensure proper drainage and prevent plugs, flooding, erosion and property damage.

Maintenance Support & Administration

The Maintenance Support and Administration program maximizes the efficiency and effectiveness of the field operations by providing specialized, centrally administered direct support services to the Bureau of Maintenance. These services include equipment management; materials handling; communication and radio dispatch; public information; facilities maintenance; personnel administration and loss control; finance and accounting; and program management.

Bureau of Traffic Management

Operations

The Operations program is a comprehensive program that provides for statutory and public needs through the operation of the City's transportation system. Program activities include design of traffic sign and pavement marking systems to control traffic flow, land use review, management of special events, investigation and improvement of safety and capacity needs identified through public contact and staff studies, and collection and maintenance of transportation data and records.

Activities of the Operations program include District Traffic Operations, Development Review, Data Collections, and Special Events coordination.

Project Analysis & Design

The Project Analysis and Design (PAD) program also includes the Alternative Transportation Program, which was a separate program until FY 1992-93. The PAD program provides for the planning, design and construction monitoring needed to improve traffic operations and safety. The PAD Program also identifies capital requirements needed to accommodate cyclists. Activities supported by the PAD staff include traffic design and review of federally funded projects, traffic engineering analysis and planning for the existing transportation network, including identification of the top 250 high accident locations, and identification and application for funding for capital projects, and management of the guardrail improvement program.

Neighborhood Traffic Management

The objective of the Neighborhood Traffic Management (NTMP) program is to improve neighborhood livability in established Portland neighborhoods by working with communities to address traffic concerns related to speeding, excessive volumes and safety on local streets. Program activities include addressing traffic concerns in residential areas through the development of traffic management projects and the construction of traffic management devices, community planning and education, and the SpeedWatch program. These activities support the policies of the Arterial Streets Classification Policy which calls for protection of residential areas by mitigating impacts of vehicular traffic on local streets. The program also supports the policies of the Comprehensive Plan by reducing the impact of vehicular traffic on residential streets.

The Collector Recovery Program was combined with the NTMP program in FY 1993-94. The Collector Recovery Program was developed as a program to emphasize the need to develop a program for residential neighborhood collector streets.

Traffic Signal Program

The Traffic Signal program promotes pedestrian and motorist safety and mobility through the efficient operation and improvement of the City's traffic signal system. Program activities include monitoring,

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SUMMARY OF BUREAU EXPENSES

reviewing, and ordering of modifications to the traffic signal system, as well as planning, designing, and construction monitoring of capital improvements for traffic signals. The program pays for all traffic signal power costs, but not traffic signal maintenance costs, which are budgeted in the Maintenance Bureau.

Street Lighting Program

The Street Lighting program promotes pedestrian and traffic safety, economic vitality and liveability through the efficient and effective operation and improvement of the City's street lighting system. Program activities include monitoring, reviewing, and ordering of modifications to the street lighting system, as well as planning, design and construction monitoring of capital improvements for the street lighting system.

The last Street Lighting levy expired at the end of FY 1991-92. During FY 1992-93 Council directed that street lighting financing be moved to General Fund support over a three year period. The General Fund will ultimately support all street light operations and maintenance costs. Capital requirements will be financed via the Capital Review process, with street lighting requirements competing with other general fund bureaus for capital funding. The street light program may also fund capital with other sources, such as remaining fund balance, transportation funds, etc.

FY 1993-94 represents the first of the three year transition period to general fund support. The General Fund transfer to the Transportation Fund is \$3,389,972, and is dedicated wholly to street lighting. Additional funding will come from Transportation Operating Fund and Street Light Fund balance. The reductions in revenue have resulted in operational cuts to the program for such things as computer equipment purchases, reduced reserves for power cost increases, and reduced maintenance. Capital cuts include the elimination of the Central Business District installation program and reduction in the park path and road lighting construction program.

Parking Patrol

The Parking Patrol program provides parking enforcement city-wide. Personnel provide routine patrol and citation issuance, response to special enforcement requests, enforcement of unpaid parking citations (through the tag warrant process), and supervisory and clerical support. The objective is to ensure an optimum level of safe and continuous traffic flow and provide the maximum number of short-term on-street parking spaces to support retail and commercial business throughout the City of Portland.

The FY 1993-94 budget adds a swing shift that will extend parking enforcement until midnight Tuesday through Saturday, throughout the City. Two additional patrol deputies will provide enforcement of identified trouble spots and violations such as traffic hazards, blocked driveways, and all hours loading zones. The program is also adding a Secretary Clerk II position to support new handheld computers that generate citations and identify vehicles with unpaid parking citations. The new position will be funded with increased cost recovery.

At the Council's direction, the Abandoned Vehicle program was moved from the Bureau of Buildings to the Parking Patrol program in the FY 1993-94 budget. Five positions are transferred from the Bureau of Buildings. The program will be carried out by field representatives supervised by the parking patrol manager. A portion of the funding will come from the Autoport fund.

Parking Management

The Parking Management program is responsible for the development and implementation of policies which affect the supply, operations and/or demand for parking to support economic development opportunities, traffic flow, transit usage, and environmental quality. Some program activities include working with businesses, developers and citizens on parking requests, managing parking to optimize air quality, management of the parking meter program, regulating parking through conditional use permits,

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SUMMARY OF BUREAU EXPENSES

residential parking programs, special use permits, and parking control signage and design. The Parking Management Program is also responsible for the management of City—owned garages.

Traffic Management Administration

The Traffic Management Administration program is responsible for development, implementation, and management of the City's traffic, parking and street lighting systems to promote safety, efficiency, neighborhood livability and economic development. In addition, this program administratively oversees the functions of the following programs: Operations, Project Analysis and Design, Neighborhood Traffic Management, Traffic Signals, Street Lighting, Parking Patrol, and Parking Management. Also included in the Administration program are the Bureau's public education activities, and its intern program, which offers students interested in traffic engineering the opportunity to gain valuable, on—the—job experience.

Bureau of Transportation Engineering & Development

Arterial Improvements

The Arterial Improvements Program supports the management and improvement to the city's arterial, collector, and transit systems. Over the past decade, Federal funds leveraged by the withdrawal of the Mt. Hood and I—505 freeway projects have been the primary sources of revenue for improvements to the City's arterial street system. The balance of the City's share of these funds has been dedicated by the City Council to specific economic development and neighborhood preservation projects, and will be fully expended by 1994.

In addition to those projects, the Arterial Improvements Program manages the engineering, design, and construction of the transit improvements in cooperation with Tri—Met and other regional agencies, as well as improvements which utilize Urban Mass Transit Administration grants administered through Tri—met and other Federal—Aid sources.

Projects for FY 1993—94 include the Central City Streetcar, completion of the first phase of N. Marine Drive project, improvements in the OCC/Lloyd District, continuation of the North Transit Mall Extension and the NW 23rd and Burnside project, and the Westside Corridor Project.

Local Improvements

The objectives of the Local Improvements program are to improve neighborhood access and livability through improvements to the local street system and to ensure the safety and serviceability of the City's bridges and structures. Local improvements manages the City's Local Improvement District (LID) and Housing and Community Development (HCD) funded neighborhood street improvement programs, and inspection of and improvements to the City's bridges, tunnels, and retaining walls. Local Improvements also provides design and construction management services to the Neighborhood Traffic Management Program and survey and construction inspection services in support of programs in Transportation and the Bureau of Environmental Services.

Development Services

The objective of the Development Services program is to facilitate public and private development of job opportunities, housing and enhances neighborhood livability through management of improvements to the transportation system and regulation of private use of the street right— of—way. The Development Services program consolidates development support activities within the Bureau and provides leadership for the Office of Transportation in responding to development initiatives. The program consists of four subprogram areas: Street Systems Management, Permit Engineering, Right—of—Way Acquisition, and the Pedestrian program.

OFFICE OF TRANSPORTATION (159)

Service Area: Transportation & Parking

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

Engineering Support

The Engineering Support program provides administration and specialized staff support on personnel, budget, and policy matters to the following programs: Arterial Improvements, Local Improvements, and Development Services. In addition, this program area provides engineering computer services, manages right-of-way mapping activities, and coordinates development of a Citywide Geographic Information System for Transportation and the Bureau of Environmental Services.

Two positions were added during FY 1992-93 to support the Geographic Information Systems project.

Office of the Director

Director

The Director program provides overall management and policy guidance for the activities and services of the Office of Transportation. It recommends and ensures the implementation of transportation policies approved by Council, coordinates program development opportunities as requested by the Commissioner, represents the Portland Office of Transportation to both public and private sector agencies and provides administrative guidance and direction for Transportation. Other program activities include participation in regional planning for transportation projects and advocacy for the interests of the City of Portland, coordination of activities between the Office of Transportation and other City bureaus, as well as other public jurisdictions, and participation in management committees with city-wide concerns.

Resources

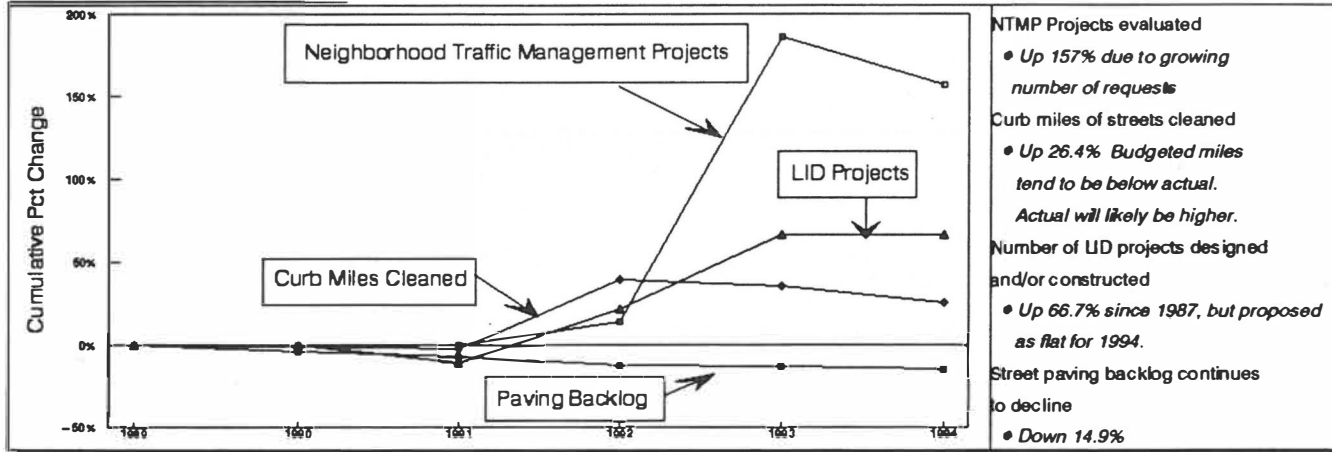
The Resources program provides financial and administrative management, involvement in inter-governmental and constituency relations, Transportation system status and condition reporting, and cost of service analysis for the bureaus in the Office of Transportation. Program activities include financial reporting, analysis, forecasting and revenue development to support internal cost control and the introduction of new revenue sources; monitoring, developing, and responding to federal, state and regional transportation initiatives; and studying and proposing funding options for transportation activities.

Planning

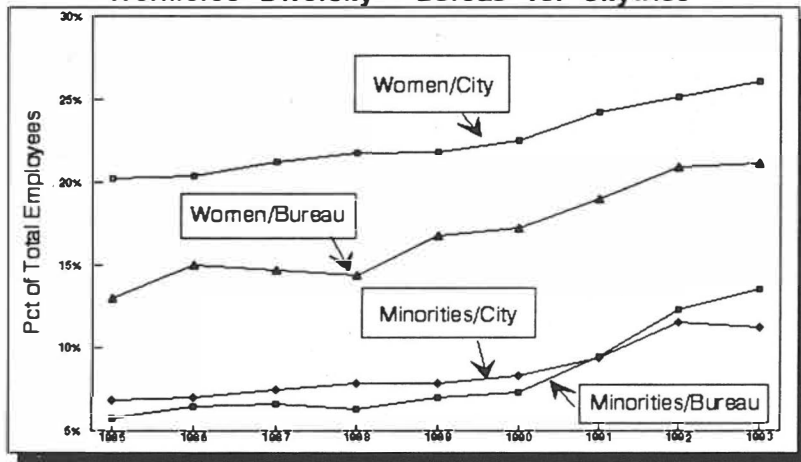
The Planning program supports activities in the following areas: Regional Rail Program, Project Planning, and Policy Planning and Programming, and Transit Development. The major focuses will be the Regional Rail Summit IV, alternative analysis studies of light rail corridors, the Columbia Corridor Transportation Study, the McLoughlin Corridor projects, the Transportation System Plan, and the Central City Parking and Circulation Study, as well as other transit issues.

The need for planning and project development work on new capital projects, and the possible availability of federal Intermodal Surface Transportation Efficiency Act (ISTEA) grant funds will create a significant increase in capital projects and grant revenues for the program.

PERFORMANCE TRENDS



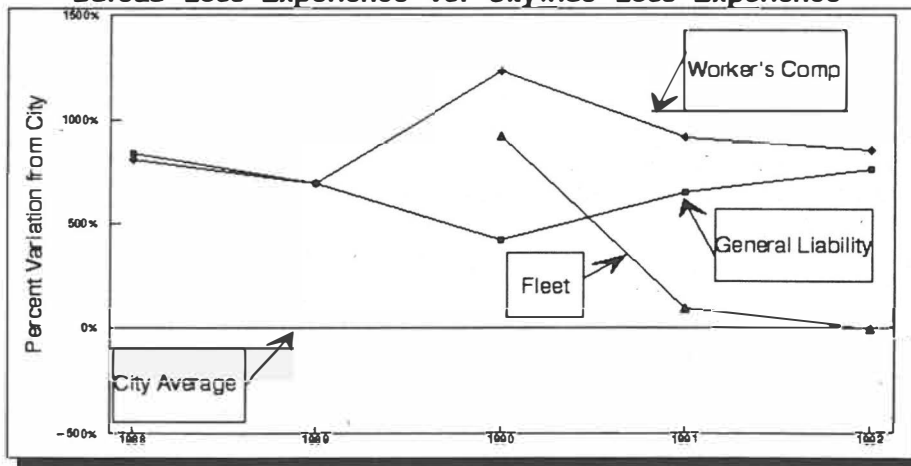
Workforce Diversity – Bureau vs. Citywide



- The Office of Transportation has made significant improvements in workforce diversity over the past five years, although the hiring of women tends to parallel the city average.
- Hiring of minorities has recently surpassed the citywide average.

- PDOT far exceeds the City in losses in Gen. Liability and Workers Comp.
- Workers Compensation and Fleet show downward trends, reflecting a serious effort in loss control programs.
- The estimated annual savings resulting from a 15% reduction in claims is \$81,209.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU MANAGEMENT OBJECTIVES

Key objectives of the Office of Transportation for FY 1993-94 include:

- *Improve the condition of transportation facilities*
- *Implement strategies which increase the public's knowledge and awareness of the impacts of auto travel on neighborhood livability*
- *Provide options which achieve a balanced transportation system and clean air, particularly by reducing reliance on the single-occupant auto.*
- *Insure the timely provision of the capital transportation facilities necessary for the continued development, economic growth and liveability of the City.*
- *Increase productivity through more efficient utilization of resources while maintaining the services and products we produce.*
- *Develop an implementation plan to address Transportation FY 1993-94 financial plan.*

MAJOR BUDGET NOTES

- Future PDOT budgets will identify revenues by program, including identification of gas tax, or other restricted funds, as components of General Transportation Resources.
- Prior to September 1993, PDOT will report on the current level and historical reduction of backlog in the areas of street improvements, street lights, stop signs, and Neighborhood Traffic Mgmt projects.

EFFECTIVENESS MEASURES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
Reduction in paving backlog (total miles)	396	391	383	383

WORKLOAD MEASURES

Sq feet of sidewalk/driveway repairs	84,563	120,000	112,000	112,000
New street light requests	296	350	350	350
Square Yards of Roadway Base Repair	51,611	68,250	88,000	88,000

OFFICE OF TRANSPORTATION (159)
Service Area: Transportation & Parking
Commissioner-in-Charge: Earl Blumenauer

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$19,610,070	\$21,696,776	\$23,552,798	\$25,209,531	\$25,310,534
512000 Part-Time/Limited-Term Employees	475,787	584,147	1,057,167	1,494,988	\$1,576,789
514000 Overtime	895,859	1,359,452	1,329,166	1,610,863	\$1,637,093
515000 Premium Pay	377,949	364,412	328,720	344,165	\$344,165
517000 Benefits	7,866,615	8,991,274	9,623,543	10,226,726	\$10,269,510
Total Personal Services	\$29,226,280	\$32,996,061	\$35,891,394	\$38,886,273	\$39,138,091
521000 Professional Services	\$2,783,141	\$2,958,919	\$6,961,413	\$8,075,535	\$7,138,387
522000 Utilities	3,975,361	4,132,361	4,523,590	4,768,313	\$4,808,481
523000 Equipment Rental	107,515	13,114	43,092	9,809	\$9,809
524000 Repair & Maintenance	664,533	754,864	1,555,887	840,570	\$840,570
528000 Local Match Payment	3,367,554	226,500	2,185,462	3,264,367	\$3,264,367
529000 Miscellaneous Services	201,238	833,999	173,850	209,321	\$209,321
531000 Office Supplies	71,176	65,389	88,858	82,461	\$83,461
532000 Operating Supplies	1,639,489	2,113,305	2,835,498	3,819,064	\$3,819,064
533000 Repair & Maintenance Supplies	4,471,174	5,268,474	5,650,323	4,770,070	\$4,874,985
534000 Minor Equipment	228,227	137,210	332,913	163,275	\$163,275
535000 Clothing	76,209	79,733	84,880	153,306	\$131,600
539000 Other Commodities	342,252	232,844	13,223	(94,177)	(\$94,177)
541000 Education	104,407	131,224	160,239	115,638	\$116,638
542000 Local Travel	9,966	8,302	15,500	15,585	\$15,585
543000 Out-of-Town Travel	65,030	72,334	154,103	101,310	\$103,810
544000 External Rent	87,826	79,017	96,110	100,000	\$100,000
545000 Interest	0	0	0	0	\$0
546000 Refunds	6,669	9,407	98,500	14,000	\$14,000
547000 Retirement	0	0	0	0	\$0
549000 Miscellaneous	377,098	194,736	120,471	454,258	\$210,532
Subtotal External Materials & Services	\$18,578,865	\$17,311,732	\$25,093,912	\$26,862,705	\$25,809,708
551000 Fleet Services	\$4,927,200	\$5,599,220	\$5,978,323	\$5,677,557	\$5,678,610
552000 Printing/Distribution	317,793	299,937	403,639	427,071	\$427,071
553000 Facilities Services	790,201	808,311	869,723	903,798	\$887,228
554000 Communications	463,295	449,930	541,760	666,791	\$667,326
555000 Data Processing	88,037	106,112	101,934	115,309	\$115,309
556000 Insurance	1,361,904	1,485,002	1,665,252	1,600,474	\$1,600,474
557000 Equipment Lease	156,654	310,913	218,193	126,760	\$126,760
558000 Same Fund Services	2,551,045	0	0	0	\$0
559000 Other Fund Services	1,492,521	4,319,945	2,951,421	2,295,495	\$2,384,074
Subtotal Internal Materials & Services	\$12,148,650	\$13,379,370	\$12,730,245	\$11,813,255	\$11,886,852
Total Materials & Services	\$30,727,515	\$30,691,102	\$37,824,157	\$38,675,960	\$37,696,560
561000 Land	\$3,930	\$0	\$20,000	\$210,000	\$210,000
562000 Buildings	0	0	0	0	\$0
563000 Improvements	2,060,823	919,544	10,908,976	6,945,478	\$6,945,478
564000 Equipment	799,183	741,890	805,500	729,703	\$761,793
Total Capital Outlay	\$2,863,936	\$1,661,434	\$11,734,476	\$7,885,181	\$7,917,181
573000 Cash Transfers – Equipment	\$86,479	\$164,909	\$2,048	\$48,000	\$48,000
Total Bureau Expenses	\$62,904,210	\$65,513,506	\$85,452,075	\$85,495,414	\$84,799,832

OFFICE OF TRANSPORTATION (159)

Service Area: Transportation & Parking

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
914	Director Of Transportation	1	1	1	\$72,495	1	\$78,720	1	\$78,720
3173	City Engineer	1	1	1	\$68,841	1	\$73,047	1	\$73,047
1962	Maintenance Director	1	1	1	66,482	1	74,500	1	74,500
912	Traffic Management Director	1	1	1	\$66,482	1	\$74,500	1	\$74,500
3356	Urban Services Coordinator	1	1	0					
7494	Sr. Community Rel. Spec.	0	0	1	47,732	1	51,137	1	51,137
3359	Senior Projects Coordinator	4	6	0	0				
3359	Public Work Proj Mgr	3	5	12	624,034	12	654,851	12	654,851
3271	Graphics Illustrator II	0	1	1	32,109	1	36,947	1	36,947
3270	Graphics Illustrator I	1	0	0	0				
3256	Communications Engr. III	1	1	0					
3255	Communications Engr.	0	0	1	50,550	1	52,033	1	52,033
3250	Electronics Technician I	0	0	1	32,552	1	33,533	1	33,533
3231	Senior City Planner	8	7	6	281,757	6	277,192	6	277,192
3229	City Planner	7	6	7	218,325	6	204,471	6	204,471
3219	Right-Of-Way Serv Mng	1	1	1	51,933	1	55,342	1	55,342
3217	Right-Of Way Agent	0	1	1	42,915	1	48,800	1	48,800
3216	Right-Of Way Tech	3	0	0	0				
3171	Chief Engineer	0	0	1	70,783	1	70,783	1	70,783
3209	Signal System Manager	1	1	0					
3169	Principal Engineer	2	4	5	223,780	5	289,881	5	289,881
3167	Supervising Engineer	1	2	3	152,143	3	153,502	3	153,502
3206	Asst. City Traffic Engineer	1	1	0	55,332				
3205	Sr. Traffic Engineer	2	1	0					
3166	Senior Engineer	8	9	10	513,769	10	556,124	10	556,124
3165	Eng Surveying Mng	1	1	1	51,949	1	56,507	1	56,507
3164	Engineer	1	1	1	90,431	2	100,118	2	100,118
3163	Senior Eng. Assoc.	23	21	21	909,394	21	991,156	21	991,156
3153	Eng Assoc.	17	18	15	562,160	15	598,451	15	598,451
3148	Cons. Proj. Coord.	0	0	0	0				
3152	Const. Proj. Mgr.	1	1	1	44,624	1	50,185	1	50,185
3151	Public Works Insp II	4	4	4	174,556	4	179,821	4	179,821
3150	Public Works Insp I	7	7	9	346,566	9	342,074	9	342,074
3145	Street Permit Sup	1	0	0	0				
3132	Chief Drafting Spec	1	1	1	45,477	1	48,776	1	48,776
3124	Surveyor III	1	1	1	45,477	1	48,613	1	48,613
3123	Surveyor II	0	0	1	0	1	39,505	1	39,505
3122	Surveyor I	8	8	7	265,822	7	257,971	7	257,971
3121	Surveyor Aide II	10	10	10	279,370	10	287,730	10	287,730
3120	Surveyor Aide I	5	5	3	79,636	3	81,267	3	81,267
3108	Technician II/Drafting	1	1	0					
3229	City Planner	1	1	0					
3133	Technician III	2	2	0					
3133	Technician III	6	6	0	0				
3153	Eng Assoc.	1	1	0	0				
3109	Technician III	0	0	11	287,755	13	525,546	13	542,667
3108	Technician II	11	18	19	639,913	15	574,058	15	574,058
3108	Technician II/Cadd	0	0	1	35,896	2	71,851	2	71,851
3107	Technician I	1	1	0	0				
3108	Technician II/Draftg	13	8	6	267,679	10	381,374	10	381,374
3107	Technician I	15	13	12	370,821	11	318,645	11	318,645
2552	Sr. Info Systems Mgr.	0	0	0	0	0	0	1	47,320
SUB-TOTAL FULL-TIME POSITIONS		179	180	178	7,169,540	180	7,739,011	181	7,803,452

OFFICE OF TRANSPORTATION (159)

Service Area: Transportation & Parking

Commissioner—in—Charge: Earl Blumenauer

FULL—TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		179	180	178	7,169,540	180	7,739,011	181	7,803,452
2205	Jr. Field Representative	0	0	0	0	4	98,963	4	98,963
2211	Field Representative II	0	0	0	0	1	24,741	1	24,741
385	System Mgmt	1	1	0	0				
2550	Systems Manager	0	0	1	54,246	1	57,671	1	57,671
2546	Info Systems Supv	0	0	1	47,732	2	83,169	2	83,169
383	Principal Programmer Analyst	1	1	0					
2544	Sr.Mis Supp. Analyst	0	0	1	52,952	1	51,365	2	87,973
827	Management Analyst	1	1	0					
2542	Mis Support Analyst	0	0	1	39,255	1	33,867	1	33,867
379	Asst. Mis Analyst	0	3	0	0	0	0	0	0
365	Data Proc. Oper. Tech	0	1	0	0				
2540	Mis Sup Technician	0	0	3	90,752	4	133,968	4	133,968
373	Senior Prog Analyst	4	3	0	0				
2534	Sr. Prog Analyst	0	0	3	82,404	3	122,752	3	122,752
372	Prog Analyst/Engineer	2	2	0	0				
2532	Prog. Analyst	0	0	1	40,800	1	44,497	1	44,497
2520	System Prog.	0	0	1	40,800	1	45,560	1	45,560
2250	Sidewalk Inspector	4	4	4	136,640	4	140,732	4	140,732
2240	Parking Patrol Deputy	34	34	34	910,337	36	975,924	36	975,924
2211	Field Representative II	1	2	2	65,146	2	67,108	2	67,108
2210	Field Representative	3	2	2	56,334	2	62,890	2	62,890
2118	Lighting & Signal Inspector	1	2	2	82,644	2	85,106	2	85,106
976	Environ Compl. Off.	0	0	0					
2032	Environ. Resour. Mgr.	0	0	1	50,040	1	55,938	1	55,938
1617	Public Works Operations Mgr	3	4	0	0	0	0	0	0
1956	Senior Public Works Mgr	0	0	4	223,376	4	243,023	4	243,023
1612	Public Work Operations Sup.	9	10	0	0	0	0	0	0
1952	Public Works Mgr	0	0	10	459,570	10	498,908	10	498,908
1610	Public Works Operations Foreman	21	22	0	0	0	0	0	0
1950	Public Works Supervisor	0	0	21	822,741	22	942,248	22	942,248
1608	Paving Crew Leader	7	7	7	232,540	7	239,554	7	239,554
1524	General Mechanic	2	2	2	67,150	2	69,154	2	69,154
1513	Welder	1	1	1	33,575	1	34,577	1	34,577
1455	Electrician Supervisor	1	1	1	42,616	1	47,460	1	47,460
1454	Lead Electrician	2	2	2	80,304	2	82,726	2	82,726
1453	Electrician	12	12	12	459,276	12	473,052	12	473,052
1443	Painter	1	1	1	33,575	1	34,577	1	34,577
1440	Traffic Sign Crew Leader	8	8	8	265,760	8	273,776	8	273,776
1420	Carpenter	8	8	8	268,600	8	276,616	8	276,616
1410	Concrete Finisher	12	12	12	402,900	12	414,924	12	414,924
1325	Sewer Vac Operator	4	4	4	125,364	4	129,120	4	129,120
1318	Cons Equipmt Operator III	3	3	3	102,042	3	105,111	3	105,111
1316	Cons Equipmt Operator II	14	14	13	433,212	13	446,251	13	446,251
1315	Cons Equipmt Operator I	1	1	1	31,612	1	32,552	1	32,552
1313	Automotive Equipmt Operator III	12	12	12	376,092	12	387,360	12	387,360
1311	Automotive Equipmt Operator II	41	43	48	1,427,184	48	1,470,288	48	1,470,288
1310	Automotive Equipmt Operator I	2	2	0	0	0	0	0	0
1251	Lead Pkg Meter Technician	1	1	1	33,471	1	34,473	1	34,473
1250	Parking Meter Technician	3	3	3	95,589	3	98,469	3	98,469
1230	Sewer Cons Crew Leader	8	8	8	268,600	8	283,968	8	283,968
1229	Senior Sewer Leader	4	5	5	156,705	6	203,328	6	203,328
1225	Asphalt Raker	14	14	14	395,808	14	409,295	14	409,295
TOTAL FULL—TIME POSITIONS		425	436	436	15,757,284	449	17,054,072	451	17,155,121

OFFICE OF TRANSPORTATION (159)

Service Area: Transportation & Parking

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		425	436	436	15,757,284	449	17,054,072	451	17,155,121
1224	Sign Maker	1	1	1	33,575	1	34,577	1	34,577
1223	Senior Utility Worker	1	1	1	29,733	0	0	0	0
1218	Utility Worker	145	150	145	4,099,440	146	4,252,688	146	4,252,688
1210	Laborer	40	41	33	840,642	33	866,118	33	866,118
1208	Maintenance Worker	0	0	0	0	2	34,660	2	34,660
1607	Equipment Coordinator	1	1	0	0	0	0	0	0
1134	Sr. Fac & Maint Supervisor	0	0	1	45,957	1	49,444	1	49,444
1110	Custodial Worker	2	2	2	46,646	0	0	0	0
976	Environ Compl. Off.	0	0	0	0				
3236	Chief Planner	1	1	0					
3169	Principal Engineer	1	1	0					
548	Administrative Svcs Director	1	1	0					
972	Program Manager III	0	0	4	224,659	4	226,170	4	226,170
3358	Cbd Program Manager	1	1	0	0				
3343	St Light Operation Supervisor	1	1	0					
847	Communication Service Dir.	1	2	0					
970	Program Manager II	0	0	4	171,147	4	184,067	4	184,067
2212	Supervising Field Rep.	1	1	0					
849	Loss Control Representative	1	1	0	0	0	0	0	0
968	Program Manager I	0	0	2	71,995	2	82,275	2	82,275
1252	Parking Rev. Investigator	1	1	0					
966	Program Coordinator	0	0	1	44,370	1	46,959	1	46,959
843	Volunteer Coordinator	1	1	0					
2241	Asst Parking Patrol Superv	3	3	0					
846	Communications Specialists	0	1	0					
964	Program. Specialist	0	0	6	161,776	6	220,758	6	220,758
962	Asst Prg.Spec.	0	0	1	34,932	1	34,556	1	34,556
3345	Street Light Manager	1	1	0					
3204	Parking Manager	1	1	0					
2242	Parking Patrol Manager	1	1	0					
928	Bureau Admin Mrg.	0	0	3	145,513	3	159,934	3	159,934
828	Senior Mgmt Analyst	1	3	0	0	0	0	0	0
545	Administrative Svcs Off II	1	1	0					
926	Admin Svc Manager	0	0	3	142,434	3	162,112	3	162,112
827	Management Analyst	1	1	0					
117	Office Manager II	1	1	0	0	0	0	0	0
922	Admin. Supv. II	0	0	2	72,726	2	81,381	2	81,381
826	Asst Management Analyst	1	1	0					
920	Administrative Supv. I	0	0	1	32,868	1	35,263	1	35,263
833	Sr. Financial Analyst	1	1	0					
828	Sr. Financial Analyst	0	0	2	90,619	2	96,904	2	96,904
3247	Transp. Revenue Coordinator	1	1	0					
827	Management Analyst	2	2	0					
827	Financial Analyst	0	0	3	122,286	3	129,101	3	129,101
827	Management Analyst	1	0	0	0	0	0	0	0
826	Assistant Mgmt Analyst	1	1	0	0	0	0	0	0
826	Assistant Financial Analyst	0	0	1	33,846	1	37,500	1	37,500
222	Secretarial Assistant	1	1	0					
819	Administrative Asst.	0	0	1	26,173	1	27,040	1	27,040
3356	Urban Services Coordinator	1	1	0					
545	Administrative Svcs Off II	1	1	0					
812	Intergovt. Prog. Coord.	0	0	2	98,208	2	103,215	2	103,215
544	Administrative Svcs Officer	1	1	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		646	666	655	22,326,829	668	23,918,794	670	24,019,843

OFFICE OF TRANSPORTATION (159)

Service Area: Transportation & Parking

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
TOTALS FROM PREVIOUS PAGE		646	666	655	22,326,829	668	23,918,794	670	24,019,843
614	Human Resources Coordinator	0	0	1	39,505	1	47,940	1	47,940
650	Training & Developmt Officer	1	1	0	0	0	0	0	0
612	Sr. Human Resources Analyst	0	0	1	38,377	1	39,484	1	39,484
515	Senior Accountant	2	2	2	70,198	2	72,286	2	72,286
514	Associate Accountant	3	3	5	145,221	5	153,749	5	153,749
510	Accounting Assistant	3	2	1	25,077	1	25,829	1	25,829
413	Stores System Mgr	1	1	0	0	0	0	0	0
414	Sr. Stores System Mgr	0	0	1	44,474	1	49,444	1	49,444
411	Stores Supervisor I	2	2	2	67,944	2	69,990	2	69,990
410	Storekeeper	3	3	3	88,824	3	91,518	3	91,518
383	Principal Prog. Analyst	0	1	0					
345	Word Proc. Operator I	2	2	2	49,694	2	51,198	2	51,198
315	Service Dispatcher	4	4	4	109,996	4	113,336	4	113,336
314	Lead Service Dispatcher	1	1	1	30,025	1	30,923	1	30,923
222	Secretarial Assistant	1	1	1	26,246	1	27,040	1	27,040
221	Secretarial Clerk II	12	11	16	351,257	16	372,800	17	389,187
220	Secretarial Clerk I	1	1	1	22,509	1	16,433	0	0
115	Supervising Clerk	0	0	3	78,530	3	83,499	3	83,499
220	Secretarial Clerk I	7	6	0	0	0	0	0	0
114	Clerical Specialist I	2	2	2	38,092	2	\$45,268	2	\$45,268
TOTAL FULL-TIME POSITIONS		691	709	701	23,552,798	714	25,209,531	716	25,310,534

TRANSPORTATION OPERATING FUND (112)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Licenses and Permits</i>					
<i>Construction Permits</i>	396,830	843,963	699,632	738,781	738,735
<i>Other Permits</i>	12,956	24,652	7,101	25,664	25,664
	409,786	868,615	706,733	764,445	764,399
<i>Service Charges & Fees</i>					
<i>Public Utility/Work Charges</i>	490,192	1,029,703	1,822,271	1,440,196	1,440,196
<i>Inspection Fees</i>	46,562	62,339	69,120	71,300	71,300
<i>Parking Fees</i>	52,871	7,036,471	7,920,000	8,398,000	8,398,000
<i>Miscellaneous</i>	447,176	40,937	19,298	20,000	20,000
	1,036,801	8,169,450	9,830,689	9,929,496	9,929,496
<i>State Sources</i>					
<i>State of Oreg. Cost Sharing</i>	128,614	152,105	192,747	222,176	222,176
<i>Shared Revenue</i>	0	18,710,747	20,698,272	20,601,306	20,601,306
	128,614	18,862,852	20,891,019	20,823,482	20,823,482
<i>Local Sources</i>					
<i>Mult. County Cost Sharing</i>	11,741,238	13,089,020	14,103,087	14,198,848	14,198,848
<i>Local Cost Sharing</i>	235	444,423	6,129,820	3,636,688	3,596,688
<i>LID Payments Unbonded</i>	259,411	0	0	0	0
	12,000,884	13,533,443	20,232,907	17,835,536	17,795,536
<i>Miscellaneous Revenues</i>					
<i>Collection of Open Liens</i>	0	184,732	152,750	160,000	160,000
<i>Bond Sale Proceeds</i>	0	103,878	551,485	360,500	3,380,102
<i>Sales-Miscellaneous</i>	32,813	41,237	125,121	174,121	174,121
<i>Private Grants/Donations</i>	0	70,070	707,213	2,918,050	2,918,150
<i>Refunds</i>	14,822	5,659	5,846	6,000	6,000
<i>Interest on Investments</i>	433,651	612,586	600,000	650,000	650,000
<i>Other Misc. Revenues</i>	0	67,395	(246,474)	1,550,600	1,550,600
	481,286	1,085,557	1,895,941	5,819,271	8,838,973
Total External Revenue	14,057,371	42,519,917	53,557,289	55,172,230	58,151,886
Interfund Cash Transfers					
<i>General Fund</i>	3,460,805	1,751,600	2,010,077	3,389,972	3,389,972
<i>Autoport Fund</i>	88,755	285,599	87,786	267,251	288,693
<i>Transportation Construction</i>	10,585,672	3,668,532	0	0	0
<i>Transportation Reserve</i>	0	0	1,000,000	2,738,428	2,738,428
<i>Parking Meter</i>	6,367,186	0	0	0	0
<i>Federal & State Grants</i>	113	2,322,441	5,050,946	6,811,611	6,416,936
<i>State Tax Street</i>	17,054,315	0	0	0	0
<i>Street Light Overhead in Lieu</i>	181,491	0	0	0	0
<i>Sewer System Construction</i>	107,980	254,637	108,334	250,000	250,000
<i>HCD Indirect</i>	0	0	7,328	11,673	11,673
<i>Total Cash Transfers</i>	37,846,317	8,282,809	8,264,471	13,468,935	13,095,702
Interfund Service Reimbursements					
<i>General</i>	134,779	136,109	43,400	130,215	130,215
<i>Autoport Operating</i>	128,719	148,254	161,562	176,642	176,642
<i>PIR Operating</i>	2,244	1,785	0	0	0

TRANSPORTATION OPERATING FUND (112)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Golf Operating</i>	0	37,000	0	0	0
<i>Fleet Operating</i>	0	2,560	0	0	0
<i>Sewer System Operating</i>	9,840,669	12,945,408	13,090,883	14,150,873	14,447,278
<i>Street Lighting</i>	3,996,739	8,361,793	8,184,331	1,506,885	1,506,885
<i>Water</i>	625,716	836,504	781,103	852,614	1,099,614
<i>LID Construction</i>	0	855,769	1,034,548	767,367	767,367
<i>Facilities Construction</i>	2150	97372	0	0	0
<i>Parks System Improvements</i>	5,224	31,713	0	0	0
<i>Master Lease Acquis. Fund</i>	0	0	0	0	0
<i>Buildings</i>	0	5,000	0	0	0
<i>HCD Block Grant Fund</i>	51,952	20,811	27,811	27,823	27,823
<i>Total Serv. Reimb.</i>	14,788,192	23,480,078	23,323,638	17,612,419	18,155,824
<i>Intra-Fund Agency Reimb</i>	2,551,045	0	0	0	0
<i>Transfer of Residual Equity</i>					
<i>State Tax Street Fund</i>	3,307,103	0	0	0	0
<i>Parking Meter Fund</i>	1,371,958	0	0	0	0
	4,679,061	0	0	0	0
<i>Beginning Fund Balance</i>	5,354,417	9,563,380	0	0	0
<i>Encumbered</i>	0	0	2,384,944	3,000,000	3,000,000
<i>Unencumbered</i>	0	0	8,565,514	6,893,600	6,485,592
	5,354,417	9,563,380	10,950,458	9,893,600	9,485,592
TOTAL RESOURCES	79,276,403	83,846,184	96,095,856	96,147,184	98,889,004

REQUIREMENTS

Bureau Requirements

<i>Personal Svcs</i>	29,226,280	32,996,061	35,891,394	38,886,273	39,138,091
<i>External Materials & Svcs</i>	18,578,865	17,311,732	25,093,912	26,862,705	25,809,708
<i>Internal Materials & Svcs</i>					
<i>General Fund</i>	985,120	2,889,709	2,171,198	1,529,844	1,598,173
<i>Buildings Fund</i>	0	0	0	0	3,700
<i>Sewer System Operating</i>	253,249	218,327	408,173	445,101	445,101
<i>Water</i>	149,368	69,899	53,150	70,950	87,500
<i>LID Construction</i>	104,784	1,104,127	281,100	204,000	204,000
<i>Print/Distrib</i>	317,793	299,937	403,639	427,071	427,071
<i>City Equipment Acquisition</i>	156,654	310,913	218,193	126,760	126,760
<i>Communications Services</i>	463,295	449,930	541,760	666,791	667,326
<i>Fleet Operating</i>	4,927,200	5,599,220	5,978,323	5,677,557	5,678,610
<i>Autoport</i>	0	37,883	37,800	45,600	45,600
<i>Data Processing</i>	88,037	106,112	101,934	115,309	115,309
<i>Facilities Operating</i>	790,201	808,311	869,723	903,798	887,228
<i>Insurance & Claims</i>	354,580	408,606	580,291	496,918	496,918
<i>Workers' Comp. Operating</i>	1,007,324	1,076,396	1,084,961	1,103,556	1,103,556
	9,597,605	13,379,370	12,730,245	11,813,255	11,886,852

TRANSPORTATION OPERATING FUND (112)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Capital Outlay</i>	2,863,936	1,661,434	11,734,476	7,885,181	7,917,181
<i>Equipment Cash Transfers</i>					
<i>Communications Services</i>	3,155	0	2,048	0	0
<i>Printing/Distribution</i>	0	9,909	0	0	0
<i>Fleet Operating</i>	83,324	155,000	0	48,000	48,000
	86,479	164,909	2,048	48,000	48,000
<i>Intra-Fund Agency Credits</i>	2,551,045	0	0	0	0
Total Bureau Requirements	62,904,210	65,513,506	85,452,075	85,495,414	84,799,832
Contingency					
<i>General Oper. Contingency</i>	0	0	(179,606)	3,824,107	3,839,730
<i>Encumbrance Carryover</i>	0	0	650,000	3,000,000	3,000,000
<i>Compensation Adjustments</i>	0	0	1,275,000	1,000,000	1,013,154
Total Contingency	0	0	1,745,394	7,824,107	7,852,884
Transfers to Other Funds - Cash					
<i>General Fund - Overhead</i>	2,381,332	2,414,264	2,257,815	2,524,222	2,524,222
<i>General Fund - Other</i>	0	77,024	0	0	0
<i>Communications Services</i>	0	0	43,750	0	408,625
<i>Fleet Operating Fund</i>	9,750	0	0	0	0
<i>Computer Services</i>	0	26,318	0	0	0
<i>Sewer System Operating</i>	0	141,391	141,391	141,391	141,391
<i>LID Construction-Prior Year</i>	0	0	44,700	62,050	62,050
<i>Public Arts Trust</i>	0	0	20,000	0	0
<i>Transportation Construction</i>	4,417,731	0	0	0	0
<i>Transportation Reserve</i>	0	0	6,290,731	0	0
<i>Oregon Arena Constr. Fund</i>	0	0	0	0	3,000,000
	6,808,813	2,658,997	8,798,387	2,727,663	6,136,288
Other Req-Inventory Increases					
<i>Public Works Stock</i>	0	0	100,000	100,000	100,000
<i>Reserve for Future Years</i>	0	0	0	0	0
<i>Unapprop Ending Balance</i>	9,563,380	15,673,681	0	0	0
Total Fund Level Requirements	16,372,193	18,332,678	10,643,781	10,651,770	14,089,172
TOTAL REQUIREMENTS	79,276,403	83,846,184	96,095,856	96,147,184	98,889,004

The 1993-94 Transportation Operating Fund Adopted Budget is \$98,889,004, an increase of \$2.8M over the FY 1992-93 Revised Budget. For the most part, this budget maintains existing levels of service, although some specific programs, such as a portion of the Road Rehabilitation program, have been delayed in order to enable the Office of Transportation to fund the regional match amount of \$1,000,000 for the Westside Light Rail project. This match was originally to be provided by the Portland Development Commission (PDC), however, with the loss of Tax Increment financing, PDC was unable to provide the match payment amount. Additional match payments will be due in each of the following five years. Council has directed the Office of Transportation to make the payment in FY 1993-94.

Another significant difference in this budget is the increase in transfer from the General Fund, and the concurrent dedication of that transfer to support Street Lighting programs. In prior years, General Fund supplement amounts have been used to fund programs which were constitutionally ineligible for Gas Tax

TRANSPORTATION OPERATING FUND (112)

FUND SUMMARY

funding. With the expiration of the Street Light levy in FY 1991–92, the city was without funding for the Street Light operation. The City Council opted not to resubmit the Street Light levy to the voters, because of the negative impact it would have on the city and other jurisdictions as a result of compression. Instead, it was determined that operations and maintenance of the street light function would be supported by the General Fund, and that support would be phased in over a three year period. FY 1993–94 is the first year of that phase-in.

The FY 1993–94 Adopted Transportation Operating budget supports a \$23 million capital improvement program (CIP), which includes several Neighborhood Traffic Management projects, as well as large scale projects such as North Marine Drive improvements, North Transit Mall extension, and the Central City Street Car.

This budget also reflects the Council's decision to transfer the Abandoned Vehicle program from the Bureau of Buildings to the Bureau of Traffic Management. That program will co-exist with the Parking Patrol, and will add five positions to the bureau total.

STREET LIGHTING FUND (113)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
Revenue					
<i>Property Taxes</i>					
Current Yr. Property Taxes	6,797,400	2,418,610	0	0	0
Prior Year Property Taxes	293,551	270,918	180,000	116,000	116,000
Total Property Taxes	7,090,951	2,689,528	180,000	116,000	116,000
<i>Miscellaneous Revenues</i>					
Interest on Investments	929,054	884,195	309,736	9,607	9,607
Other Misc. Revenues	23,112	25,665	20,000	0	0
Total Misc. Revenues	952,166	909,860	329,736	9,607	9,607
Total Revenue	8,043,117	3,599,388	509,736	125,607	125,607
Transfer of Residual Equity					
St. Light Cap. Repl. Fund	710,997	0	0	0	0
Beginning Fund Balance	9,828,172	13,288,236			
Encumbered	0	0	30,000	0	0
Unencumbered	0	0	7,402,680	1,609,830	1,609,830
	9,828,172	13,288,236	7,432,680	1,609,830	1,609,830
TOTAL RESOURCES	18,582,286	16,887,624	7,942,416	1,735,437	1,735,437
REQUIREMENTS					
<i>Bureau Requirements</i>					
Personal Svcs	0	0	0	0	0
External Materials & Svcs	1,713	16,822	0	0	0
<i>Internal Materials & Svcs</i>					
Transportation Operating	3,996,739	8,361,794	7,781,496	1,506,885	1,506,885
Transportation Construction	615,255	0	0	0	0
	4,611,994	8,361,794	7,781,496	1,506,885	1,506,885
Capital Outlay	0	0	0	0	0
Total Bureau Requirements	4,613,707	8,378,616	7,781,496	1,506,885	1,506,885
<i>Contingency</i>					
General Oper. Contingency	0	0	0	179,658	179,658
Encumbrance Carryover	0	0	30,000	0	0
Compensation Adjustments	0	0	0	0	0
Total Contingency	0	0	30,000	179,658	179,658
<i>Transfers to Other Funds – Cash</i>					
General Fund – Overhead	44,720	122,313	104,670	48,894	48,894
Transportation Operating	181,491	0	0	0	0
Transportation Construction	122,313	0	0	0	0
Capital Replacement Fund	331,820	0	0	0	0
	680,344	122,313	104,670	48,894	48,894
<i>Other Req–Inventory Increases</i>					
Street Lights Stock	0	0	26,250	0	0
Reserve for Future Years	0	0	0	0	0
Unapprop Ending Balance	13,288,235	8,386,695	0	0	0
Total Fund Level Requirements	13,968,579	8,509,008	160,920	228,552	228,552
TOTAL REQUIREMENTS	18,582,286	16,887,624	7,942,416	1,735,437	1,735,437

City of Portland, Oregon – FY 1993–94 Approved Budget

STREET LIGHTING FUND (113)

FUND SUMMARY

The 1993-94 Street Lighting Fund Approved Budget is \$1,735,437 a decrease of more than \$6.2 million from the FY 1992-93 Revised Budget. FY 1991-92 represented the final year of the last Street Lighting Levy. With the expiration of that levy, the city was without funding for the Street Light operation. There was sufficient fund balance to carry the program through FY 1992-93. The City Council opted not to resubmit the Street Light levy to the voters, because of the negative impact it would have on the city and other jurisdictions as a result of compression. Instead, it was determined that operations and maintenance of the street light function would be supported by the General Fund, and that support would be phased in over a three year period. FY 1993-94 is the first year of that phase-in. Although not reflected in the Street Lighting Fund, the General Fund transfer to the Transportation Fund is increased this year by nearly \$1.4 million, and is dedicated to street lighting activities.

For the first time, Street Lighting capital requests competed with other General Fund capital request for funding. Two capital projects were approved for Street Lighting. Both are self-funding, in that they will be financed initially, with the debt payments paid from savings the projects will generate. The projects are 1) the purchase of lights in annexed areas from the utility companies; and 2) conversion of annexed lights to more efficient sodium vapor technology. Total cost of both projects is \$110,500. In addition, there is a project in the Oregon Convention Center/Lloyd District which has been carried over from prior years and will be paid for with funds previously committed to that project.

TRANSPORTATION RESERVE FUND (208)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	0	0	345,990	257,805	257,805
<i>Total Revenue</i>	0	0	345,990	257,805	257,805
<i>Transfers from Other Funds—Cash</i>					
<i>Transportation Operating Fund</i>	0	0	6,290,731	0	0
<i>Beginning Fund Balance</i>	0	0	0	6,636,721	6,636,721
<i>Total Beginning Fund Balance</i>	0	0	0	6,636,721	6,636,721
<u>TOTAL RESOURCES</u>	0	0	6,636,721	6,894,526	6,894,526
<u>REQUIREMENTS</u>					
<i>Transfers to Other Funds—Cash</i>					
<i>Transportation Operating Fund</i>	0	0	1,000,000	2,738,428	2,738,428
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	4,136,721	4,156,098	4,156,098
<i>Unapprop Ending Balance</i>	0	0	1,500,000	0	0
<u>TOTAL REQUIREMENTS</u>	0	0	6,636,721	6,894,526	6,894,526

The Transportation Reserve Fund was created in FY 1992–93, and was established in accordance with the Transportation Reserve Policy developed in FY 1991–92. That policy established a Reserve Fund equal to 10% of Transportation’s discretionary Adopted Budget appropriations, excluding operating reserve held as Contingency.

The first five percent reserve is defined as an Emergency Reserve available to fund major, one–time unexpected requirements, such as those related to a structural failure or road emergency associated with a natural disaster or event. The Emergency Reserve is to be accessed only when the result of emergency expenditures would likely result in a negative ending fund balance for the Transportation Reserve Fund. The second five percent reserve is called the Countercyclical Reserve. This reserve is available to maintain current service level programs or to buffer the impact of major revenue interruptions, such as those caused by an economic recession.

Resources and requirements amounts for FY 1993–94 are determined by the Transportation Reserve Policy. \$1.5 million was budgeted as unappropriated ending fund balance in FY 1992–93 to be appropriated and transferred to the Transportation Operating Fund in FY 1993–94.

AUTOPORT OPERATING FUND (158)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>External Revenue</i>					
<i>Service Charges and Fees</i>					
<i>Parking Fees</i>	\$796,393	\$814,416	\$853,494	\$1,021,788	\$1,021,788
<i>Rents and Reimbursements</i>	24,000	813	9,750	9,750	9,750
	<u>\$820,393</u>	<u>\$815,229</u>	<u>\$863,244</u>	<u>\$1,031,538</u>	<u>\$1,031,538</u>
<i>Government Sources</i>					
<i>Portland Development Comm.</i>	0	7,650	7,560	8,400	8,400
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$22,090	\$27,731	\$25,658	\$32,648	\$32,648
<i>Other Miscellaneous Revenues</i>	15,000	887	0	0	0
<i>Note Sales</i>	0	324,167	0	0	0
	<u>\$37,090</u>	<u>\$352,785</u>	<u>\$25,658</u>	<u>\$32,648</u>	<u>\$32,648</u>
Total External Revenue	<u>\$857,483</u>	<u>\$1,168,014</u>	<u>\$888,902</u>	<u>\$1,064,186</u>	<u>\$1,064,186</u>
<i>Interfund Svc Reimbursements</i>					
<i>General</i>	\$31,290	\$234,735	\$227,880	\$246,000	\$246,000
<i>Buildings</i>	1,894	90,349	87,481	103,200	103,200
<i>Hydropower</i>	0	2,160	2,160	2,400	2,400
<i>Sewer System Operating</i>	360	63,885	63,720	75,600	75,600
<i>Transportation Operating</i>	0	37,883	37,800	45,600	45,600
<i>Water</i>	0	36,215	28,080	32,400	32,400
<i>Golf</i>	0	747	1,080	1,200	1,200
<i>Communications Services</i>	345	1,080	1,080	400	400
<i>Fleet Services</i>	0	21,315	6,734	0	0
<i>Justice Center</i>	0	8,640	8,640	0	0
<i>Facilities Services</i>	7,830	9,720	9,720	93,366	93,366
<i>Printing/Distribution Services</i>	0	55,421	71,512	7,200	7,200
	<u>\$41,719</u>	<u>\$562,150</u>	<u>\$545,887</u>	<u>\$607,366</u>	<u>\$607,366</u>
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	\$0	\$0	\$0	\$0	\$0
<i>Unencumbered</i>	244,986	275,062	281,952	800,149	800,149
	<u>\$244,986</u>	<u>\$275,062</u>	<u>\$281,952</u>	<u>\$800,149</u>	<u>\$800,149</u>
TOTAL RESOURCES	<u>\$1,144,188</u>	<u>\$2,012,876</u>	<u>\$1,724,301</u>	<u>\$2,480,101</u>	<u>\$2,480,101</u>

REQUIREMENTS

Bureau Expenses

<i>Personal Svcs</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials & Svcs</i>	331,856	331,108	331,874	345,484	345,484
<i>Internal Materials & Svcs</i>					
<i>General</i>	33,368	29,461	31,192	40,887	40,446
<i>Communications Services</i>	443	274	816	326	326
<i>Insurance and Claims</i>	3,905	5,626	4,073	0	0
<i>Transportation</i>	128,719	148,254	161,562	176,642	176,642
<i>Facilities Services</i>	110,134	155,636	177,313	292,573	290,096

AUTOPORT OPERATING FUND (158)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Capital Outlay</i>	122,284	534,466	85,000	723,357	723,357
<i>Equipment Cash Transfers</i>	0	0	0	0	0
Total Bureau Expenses	\$730,709	\$1,204,825	\$791,830	\$1,579,269	\$1,576,351
<u>Fund Requirements</u>					
<i>Debt Retirement</i>	0	196,269	241,237	124,263	124,263
<i>Transfers to Other Funds – Cash</i>					
<i>General Fund – Overhead</i>	\$12,600	\$14,479	\$13,650	\$14,200	\$14,200
<i>General Fund Tax Offset</i>	37,062	28,213	33,009	32,674	32,674
<i>Transportation</i>	88,755	285,599	87,786	267,251	288,693
	\$138,417	\$328,291	\$134,445	\$314,125	\$335,567
<i>Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$556,789	\$462,444	\$443,920
<i>Ending Fund Balance</i>	\$275,062	\$283,491	\$0	\$0	\$0
TOTAL REQUIREMENTS	\$1,144,188	\$2,012,876	\$1,724,301	\$2,480,101	\$2,480,101

The Portland Autoport garage provides over 625 public parking spaces, for both short and long-term parking, and over 360 spaces for City-own vehicles based downtown. The FY 93-94 budget reflects an increase of the monthly parking rate from \$90 to \$100. 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 9,114 square feet of commercial space in the Autoport garage.

The budget reflects the transfer of \$178,224 to the Transportation Operation Fund to cover the cost of the Abandoned Auto Program, which will now be administered by Transportation. In prior years, this program was operated by the Bureau of Buildings and funded by a transfer from the General Fund.

Phase I of the Seismic Reinforcement Project was completed in FY 1991-92, with Phase II expected to begin in FY 93-94. The decking on the 9th floor will also be replaced. These two capital improvement projects will total \$908,731. Construction activity associated with these projects may reduce the availability of short term parking, and therefore reduce revenues.

PORTLAND AUTOPORT (709)

Service Area: Transportation and Parking

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
512000 Part-Time/Limited Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	0	0	0
Total Personal Services	\$0	\$0	\$0	\$0	\$0
521000 Professional Services	\$239,436	\$245,326	\$246,200	\$277,293	\$277,293
522000 Utilities	47,616	47,167	55,229	53,582	53,582
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
526000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	0	0	0	0	0
531000 Office Supplies	0	0	0	0	0
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maint Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	0	0	0	0
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	0	0	0	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	0	17,868	18,275	6,213	6,213
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	44,804	20,747	12,170	8,396	8,396
Total External Materials & Svcs	\$331,856	\$331,108	\$331,874	\$345,484	\$345,484
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	0	0	0	0	0
553000 Facilities Services	110,134	155,635	177,313	292,573	290,096
554000 Communications	443	275	816	326	326
555000 Data Processing	0	0	0	0	0
556000 Insurance	3,905	5,626	4,073	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	162,087	177,715	192,754	217,529	217,088
Total Internal Materials & Svcs	\$276,569	\$339,251	\$374,956	\$510,428	\$507,510
Total Materials & Services	\$608,425	\$670,359	\$706,830	\$855,912	\$852,994
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	534,466	85,000	723,357	723,357
563000 Improvements	93,104	0	0	0	0
564000 Equipment	29,180	0	0	0	0
Total Capital Outlay	\$122,284	\$534,466	\$85,000	\$723,357	\$723,357
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$730,709	\$1,204,825	\$791,830	\$1,579,269	\$1,576,351

PORTLAND AUTOPORT FUND (158)

Limited Tax General Obligation Notes

DEBT REDEMPTION SCHEDULE

Beginning in FY 1992-93 this fund budgets for debt service on limited tax general obligation notes issued for major structural repairs to the Autoport facility. Debt service on notes was previously budgeted in the Master Lease Fund, now renamed the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
LTGO Notes	\$227,776	FY 90-91	FY 93-94	Variable	31,507	31,507	1,575
LTGO Notes	\$325,310	FY 91-92	FY 93-94	Variable	92,756	92,756	1,546
					116,277		1,546
					116,277		1,546
					<u>325,310</u>	<u>92,756</u>	<u>4,638</u>
					<u>\$356,817</u>	<u>\$124,263</u>	<u>\$6,213</u>
TOTAL Portland Autoport Fund							

PARKING FACILITIES OPERATING FUND (159)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Service Charges and Fees</i>					
<i>Parking Fees</i>	\$3,451,537	\$3,611,081	\$3,876,175	\$4,169,948	\$4,169,948
<i>Rents and Reimbursements</i>	638,144	700,221	734,111	817,549	817,549
	<u>\$4,089,681</u>	<u>\$4,311,302</u>	<u>\$4,610,286</u>	<u>\$4,987,497</u>	<u>\$4,987,497</u>
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$217,185	\$211,250	\$160,160	\$149,648	\$149,648
<i>Other Miscellaneous Revenues</i>	0	114,794	165,640	0	0
<i>Refunds</i>	0	5,875	0	0	0
<i>Note Sales</i>	0	6,786,850	0	0	0
<i>Total Miscellaneous Revenues</i>	<u>\$217,185</u>	<u>\$7,118,769</u>	<u>\$325,800</u>	<u>\$149,648</u>	<u>\$149,648</u>
Total External Revenue	<u>\$4,306,866</u>	<u>\$11,430,071</u>	<u>\$4,936,086</u>	<u>\$5,137,145</u>	<u>\$5,137,145</u>
<i>Interfund Svc Reimbursements</i>					
<i>Facilities Services</i>	0	0	49,040	100,240	100,240
	<u>\$0</u>	<u>\$0</u>	<u>\$49,040</u>	<u>\$100,240</u>	<u>\$100,240</u>
<i>Interfund Cash Transfers</i>					
<i>General</i>	15,000	15,000	15,000	15,000	15,000
<i>Downtown Parking Bond Redemp</i>	0	0	2,688	0	0
	<u>15,000</u>	<u>15,000</u>	<u>17,688</u>	<u>15,000</u>	<u>15,000</u>
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	\$0	\$0	\$105,710	\$0	\$0
<i>Unencumbered</i>	2,299,913	3,035,770	2,918,633	3,041,943	3,041,943
	<u>\$2,299,913</u>	<u>\$3,035,770</u>	<u>\$3,024,343</u>	<u>\$3,041,943</u>	<u>\$3,041,943</u>
TOTAL RESOURCES	<u>\$6,621,779</u>	<u>\$14,480,841</u>	<u>\$8,027,157</u>	<u>\$8,294,328</u>	<u>\$8,294,328</u>
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Svcs</i>	\$0	\$0	\$0	\$0	\$0
<i>External Materials & Svcs</i>	1,692,947	1,952,230	2,200,260	2,277,293	2,277,293
<i>Internal Materials & Svcs</i>					
<i>General</i>	76,026	73,361	79,341	106,165	105,536
<i>Communications Services</i>	2,984	3,362	4,558	1,408	1,408
<i>Computer Services</i>	0	0	0	1,089	1,089
<i>Facilities Services</i>	438,672	557,815	585,525	524,525	514,721
<i>Insurance and Claims</i>	14,815	12,343	13,961	0	0
<i>Printing & Distribution</i>	0	4,225	0	0	0
<i>Capital Outlay</i>	316,117	301,545	1,022,683	204,142	204,142
<i>Equipment Cash Transfers</i>	0	0	0	0	0
<i>Total Bureau Expenses</i>	<u>\$2,541,561</u>	<u>\$2,904,881</u>	<u>\$3,906,328</u>	<u>\$3,114,622</u>	<u>\$3,104,189</u>
<i>Fund Requirements</i>					
<i>Interfund Cash Transfers</i>					
<i>General Fund - Overhead</i>	\$23,075	\$83,533	\$69,929	\$74,879	\$74,879

PARKING FACILITIES OPERATING FUND (159)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>General Fund Tax Offset</i>	206,073	122,526	119,852	121,440	121,440
<i>Downtown Parking Bond Redmp</i>	42,000	26,000	0	0	0
<i>Morr Park E. Bond Redemp</i>	326,000	363,000	154,487	383,000	383,000
<i>Morr Park W. Bond Redemp</i>	287,000	308,000	215,811	323,000	323,000
<i>Old Town Parking Bond Redemp</i>	160,000	8,030,200	689,265	666,500	666,500
<i>Public Arts Trust</i>	0	6,500	0	0	0
	\$1,044,148	\$8,939,759	\$1,249,344	\$1,568,819	\$1,568,819
<i>Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$2,871,455	\$3,610,887	\$3,621,320
<i>Ending Fund Balance</i>	\$3,035,770	\$2,636,201	\$0	\$0	\$0
<u>TOTAL REQUIREMENTS</u>	<u>\$6,621,479</u>	<u>\$14,480,841</u>	<u>\$8,027,127</u>	<u>\$8,294,328</u>	<u>\$8,294,328</u>

The Parking Facilities Fund accounts for the operations and maintenance for five of the City's seven publicly owned parking garages: Third and Alder, Tenth and Yamhill, O'Bryant Square, Front and Davis, and Fourth and Yamhill. Together these five garages provide 2,528 parking spaces and 57,480 square feet of commercial space for the downtown area. Management and policy direction for the garage system is provided by the Bureau of General Services, in cooperation with the Office of Transportation, Office of Finance and Administration, and the Portland Development Commission. Garage operations, security, promotion, and janitorial services are provided by a contract with the Association for Portland Progress (APP).

Operation of the garages is guided by two adopted policy documents: the 1985 Update of the Downtown Parking and Circulation Policy, which calls for maintaining an adequate supply of short-term parking in the retail core, and the 1990 Downtown Parking Management Plan, which established goals for increasing the number of carpool spaces downtown. The focus is to provide short term, convenient, safe parking for shoppers and other downtown visitors.

The FY 93-94 budget restores the transfers to the Morrison Park East and West Bond Redemption Funds to the levels required to make required principal and interest payments. In FY 92-93, the transfers were abnormally low so that the balances of the bond funds could be drawn down to the levels specified by the bond covenants.

PARKING FACILITIES (712)

Service Area: Transportation and Parking

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
512000 Part-Time/Limited Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	0	0	0
Total Personal Services	\$0	\$0	\$0	\$0	\$0
521000 Professional Services	\$1,354,583	\$1,374,883	\$1,439,982	\$1,535,732	\$1,535,732
522000 Utilities	159,928	159,323	176,974	167,535	167,535
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	3,296	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	12,784	6,117	10,048	8,200	8,200
531000 Office Supplies	0	0	0	0	0
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maint Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	0	0	0	0
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	0	0	0	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	162,356	411,907	573,256	565,826	565,826
Total External Materials & Svcs	\$1,692,947	\$1,952,230	\$2,200,260	\$2,277,293	\$2,277,293
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	0	4,225	0	0	0
553000 Facilities Services	438,672	557,815	585,525	524,525	514,721
554000 Communications	2,984	3,362	4,588	1,408	1,408
555000 Data Processing	0	0	0	1,089	1,089
556000 Insurance	14,815	12,343	13,961	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	76,026	73,361	79,341	106,165	105,520
Total Internal Materials & Svcs	532,497	651,106	683,415	633,187	622,738
Total Materials & Services	\$2,225,444	\$2,603,336	\$2,883,675	\$2,910,480	\$2,900,031
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	301,545	1,022,683	204,142	204,142
563000 Improvements	254,109	0	0	0	0
564000 Equipment	62,008	0	0	0	0
Total Capital Outlay	\$316,117	\$301,545	\$1,022,683	\$204,142	\$204,142
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$2,541,561	\$2,904,881	\$3,906,358	\$3,114,622	\$3,104,173

MORRISON PARK EAST BOND REDEMPTION FUND (358)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$43,225	\$35,946	\$21,772	\$17,843	\$17,843
<i>Interest-Other</i>	0	0	0	0	0
	<u>43,225</u>	<u>35,946</u>	<u>21,772</u>	<u>17,843</u>	<u>17,843</u>
<i>Transfers from Other Funds - Cash</i>					
<i>Parking Facilities</i>	326,000	363,000	154,487	383,000	383,000
<i>Beginning Fund Balance</i>	654,446	622,426	622,422	397,247	397,247
TOTAL RESOURCES	\$1,023,671	\$1,021,372	\$798,681	\$798,090	\$798,090
<u>REQUIREMENTS</u>					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
	\$221,245	\$280,640	\$197,770	\$186,233	\$186,233
<i>Other Requirements</i>					
<i>Debt Retirement</i>	180,000	190,000	205,000	215,000	215,000
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>	395,911	298,337	395,911	396,857	396,857
<i>Unappropriated Ending Balance</i>	226,515	252,395	0	0	0
	<u>622,426</u>	<u>550,732</u>	<u>395,911</u>	<u>396,857</u>	<u>396,857</u>
TOTAL REQUIREMENTS	\$1,023,671	\$1,021,372	\$798,681	\$798,090	\$798,090
<u>EXPENDITURES - AU 724</u>					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$221,245	\$280,640	\$197,770	\$186,233	\$186,233
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	180,000	190,000	205,000	215,000	215,000
TOTAL APPROPRIATION	\$401,245	\$470,640	\$402,770	\$401,233	\$401,233

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 EAST BOND REDEMPTION FUND (358)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

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 93-94	Interest FY 93-94
Morrison Park East	\$5,500,000	09/01/77	09/01/93	5.40%	215,000	215,000	5,805
			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				

MORRISON PARK WEST BOND REDEMPTION FUND (357)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$35,971	\$30,361	\$18,354	\$15,570	\$15,570
<i>Interest-Other</i>	0	0	0	0	0
	<u>35,971</u>	<u>30,361</u>	<u>18,354</u>	<u>15,570</u>	<u>15,570</u>
<i>Transfers from Other Funds-Cash</i>					
<i>Parking Facilities</i>	287,000	308,000	215,811	323,000	323,000
<i>Beginning Fund Balance</i>	454,994	439,937	438,618	340,240	340,240
TOTAL RESOURCES	\$777,965	\$778,298	\$672,783	\$678,810	\$678,810
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
	\$183,028	\$188,633	\$164,435	\$154,342	\$154,342
<i>Other Requirements</i>					
<i>Bond Retirement</i>	155,000	165,000	175,000	185,000	185,000
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>					
	331,254	253,036	333,348	339,468	339,468
<i>Unappropriated Ending Balance</i>					
	108,683	171,629	0	0	0
	<u>439,937</u>	<u>424,665</u>	<u>333,348</u>	<u>339,468</u>	<u>339,468</u>
TOTAL REQUIREMENTS	\$777,965	\$778,298	\$672,783	\$678,810	\$678,810
EXPENDITURES - AU 723					
<i>External Materials and Services</i>					
<i>5450 Interest</i>					
	\$183,028	\$188,633	\$164,435	\$154,342	\$154,342
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>					
	155,000	165,000	175,000	185,000	185,000
TOTAL APPROPRIATION	\$338,028	\$353,633	\$339,435	\$339,342	\$339,342

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.

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 93-94	Interest FY 93-94
Morrison Park West	\$4,500,000	12/01/77	12/01/93	5.60%	185,000	185,000	5,180
			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					<u>\$2,775,000</u>	<u>\$185,000</u>	<u>\$155,205</u>

OLD TOWN PARKING BOND REDEMPTION FUND (362)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$18,051	\$24,786	\$1,261	\$900	\$900
<i>Miscellaneous</i>	0	0	0	0	0
	18,051	24,786	1,261	900	900
<i>Transfers from Other Funds - Cash</i>					
<i>Parking Facilities</i>	160,000	8,030,200	689,265	666,500	666,500
<i>Beginning Fund Balance</i>	408,645	16,347	15,813	21,897	21,897
TOTAL RESOURCES	\$586,696	\$8,071,333	\$706,339	\$689,297	\$689,297
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
<i>Miscellaneous</i>	\$570,349	\$660,137	\$475,526	\$463,113	\$463,113
	0	78,000	25,000	0	0
	570,349	738,137	500,526	463,113	463,113
<i>Other Requirements</i>					
<i>Debt Retirement</i>	0	6,606,968	190,000	205,000	205,000
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	16,347	726,228	15,813	21,184	21,184
TOTAL REQUIREMENTS	\$586,696	\$8,071,333	\$706,339	\$689,297	\$689,297
EXPENDITURES - AU 725					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$570,349	\$660,137	\$475,526	\$463,113	\$463,113
<i>5490 Miscellaneous</i>	0	78,000	25,000	0	0
	570,349	738,137	500,526	463,113	463,113
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	0	6,606,968	190,000	205,000	205,000
TOTAL APPROPRIATION	\$570,349	\$7,345,105	\$690,526	\$668,113	\$668,113

This fund pays principal and interest on bonds issued to construct the Old Town parking structure. Debt Service is paid from fees charged for parking and for retail space rental. In 1992 the City refunded the original 1987 issue to take advantage of lower interest rates. The projected savings to the City is expected to be approximately \$450,000.

OLD TOWN PARKING BOND REDEMPTION FUND (362)

Revenue Bonds

DEBT REDEMPTION SCHEDULE

This fund pays principal and interest on bonds issued to construct the Old Town parking structure. In February 1992, the City refunded a portion of the bonds originally issued in 1987 to take advantage of lower interest rates. The projected savings to the City will be approximately half a million dollars over the life of the issue. Principal and interest payments are 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 93-94	Interest FY 93-94
Series 1987	\$6,860,000	10/01/87	10/01/93	7.10%	145,000	145,000	5,148
			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
					835,000	145,000	57,518
Series 1992	\$6,810,000	02/01/92	10/01/93	3.70%	60,000	60,000	1,110
			10/01/94	4.40%	60,000		2,640
			10/01/95	4.70%	65,000		3,055
			10/01/96	4.95%	65,000		3,218
			10/01/97	5.20%	70,000		3,640
			10/01/98	5.35%	280,000		14,980
			10/01/99	5.45%	295,000		16,078
			10/01/00	5.60%	310,000		17,360
			10/01/01	5.75%	325,000		18,688
			10/01/02	5.90%	350,000		20,650
			10/01/03	6.00%	365,000		21,900
			10/01/04	6.10%	390,000		23,790
			10/01/05	6.20%	410,000		25,420
			10/01/06	6.30%	435,000		27,405
10/01/07	6.35%	465,000	29,528				
10/01/08	6.40%	495,000	31,680				
10/01/09	6.375%	525,000	33,469				
10/01/10	6.375%	560,000	35,700				
10/01/11	6.375%	595,000	37,931				
10/01/12	6.375%	635,000	40,481				
					6,755,000	60,000	408,721
TOTAL Old Town Bond Redemption Fund					\$7,590,000	\$205,000	\$466,239

DOWNTOWN PARKING BOND REDEMPTION FUND (360)

FUND SUMMARY

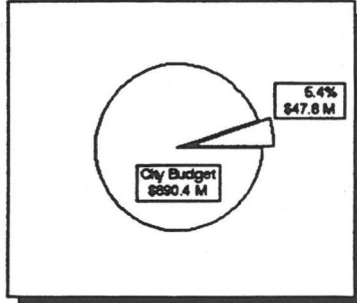
	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$5,895	\$4,207	\$1,588	\$0	\$0
<i>Interest-Other</i>	138	0	0	0	0
	6,033	4,207	1,588	0	0
<i>Transfers from Other Funds-Cash</i>					
<i>Parking Facilities</i>	42,000	26,000	0	0	0
<i>Beginning Fund Balance</i>	79,233	75,516	52,243	0	0
<u>TOTAL RESOURCES</u>	\$127,266	\$105,723	\$53,831	\$0	\$0
<u>REQUIREMENTS</u>					
<i>Expenditures</i>					
<i>External Materials & Services</i>					
	\$6,750	\$5,625	\$1,143	\$0	\$0
<i>Other Requirements</i>					
<i>Debt Retirement</i>	45,000	50,000	50,000	0	0
<i>Transfers to Other Funds-Cash</i>					
<i>Parking Facilities</i>	0	0	2,688	0	0
<i>Ending Fund Balance</i>					
<i>Unexpendable Reserve</i>					
	52,375	50,098	0	0	0
<i>Unappropriated Ending Balance</i>					
	23,141	0	0	0	0
	75,516	50,098	0	0	0
<u>TOTAL REQUIREMENTS</u>	\$127,266	\$105,723	\$53,831	\$0	\$0
<u>EXPENDITURES - AU 722</u>					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$6,750	\$5,625	\$1,143	\$0	\$0
<i>Other Requirements</i>					
<i>5781 Bonded Debt Retirement</i>	45,000	50,000	50,000	0	0
<u>TOTAL APPROPRIATION</u>	\$51,750	\$55,625	\$51,143	\$0	\$0

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.

Administrative and Support Services

PROGRAM AREA OVERVIEW

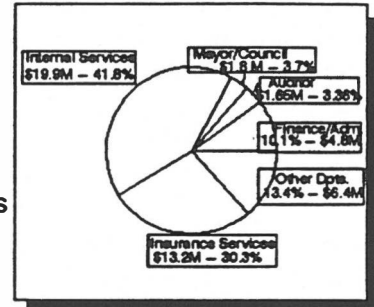
PERCENT OF BUDGET



BUDGET DATA

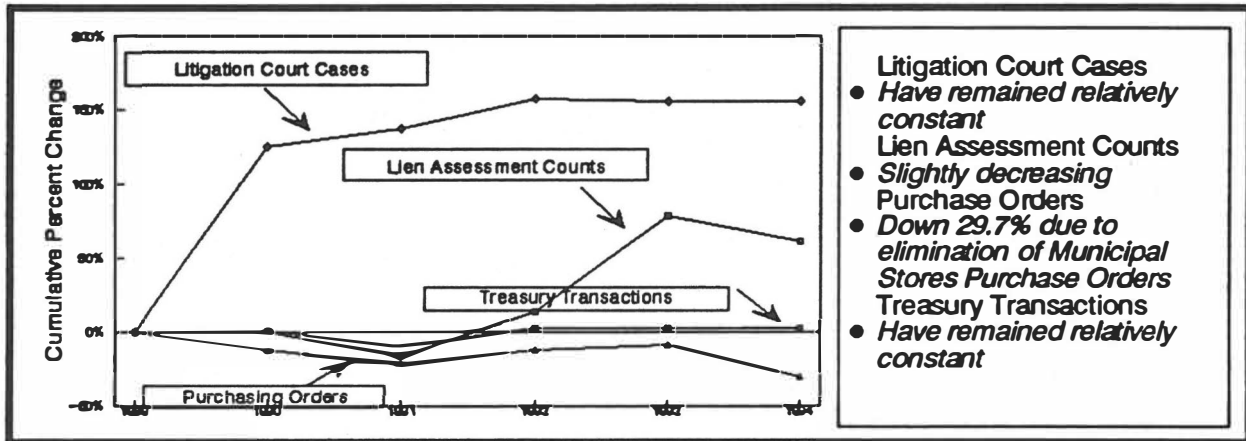
1993-94 Budget: \$47.8M
 Change from '92-'93: Up \$3.7M
 Change per Capita: Up 5.9%
 1993-94 Positions: 494
 Change from '92-'93: Down 3 FTE's
 Change per Thousand: Down 1.6%

EXPENDITURES



Note: Figures on this page include fund contingencies and reflect the full allocation of costs to direct service areas.

HISTORICAL TRENDS



- Litigation Court Cases
 - Have remained relatively constant
- Lien Assessment Courts
 - Slightly decreasing
- Purchase Orders
 - Down 29.7% due to elimination of Municipal Stores Purchase Orders
- Treasury Transactions
 - Have remained relatively constant

SIGNIFICANT BUDGET ISSUES

- The Computer Services Division is currently working with the Police Bureau and Multnomah County's Information Services Division to complete IBM Data Mainframe consolidation prior to end of FY 1993-94. The most recent information indicates a potential savings of \$2.8 Million over a five-year period.
- The Office of Finance and Administration's Accounting Services will transfer responsibility for direct payments (e.g., payment authorizations, local purchase orders, travel expense statements, utility billings) and distributed payroll entry from Accounts Payable to bureaus to decentralize these processes.
- The Bureau of Purchases and Stores has eliminated the Municipal Stores operation to provide better support for the Surplus Property, Minority/Female Business Enterprise and Equal Opportunity programs, and Professional, Technical and Expert Services. Purchases will be decentralized allowing bureaus to purchase directly from businesses.

OFFICE OF THE CITY ATTORNEY (312)
Service Area: Legislative, Administrative, Support Services
Commissioner—in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<u>Operating Budget:</u>					
<i>Personal Services</i>	\$2,042,209	\$2,319,362	\$2,380,151	\$2,549,467	\$2,549,467
<i>External Materials and Services</i>	192,389	212,367	202,748	193,925	193,925
<i>Internal Materials and Services</i>	194,149	229,048	261,083	262,697	256,475
<i>Minor Capital Outlay</i>	19,407	20,395	25,346	6,977	6,977
<i>Cash Transfers—Equipment</i>	0	0	0	0	0
Total Operating Budget	\$2,448,154	\$2,781,172	\$2,869,328	\$3,013,066	\$3,006,844
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$2,448,154	\$2,781,172	\$2,869,328	\$3,013,066	\$3,006,844
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$3,013,066	\$3,006,844

Authorized Full-Time Positions

<i>Total</i>	39	39	37	36	36
<i>General Fund Discretionary</i>	16.80	9.34	11.53	10.75	10.75

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	1,735,366	1,779,923	1,819,772	1,813,550
<u>Non-Discretionary Revenues</u>				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	1,036,923	1,089,405	1,193,294	1,193,294
<i>Bureau Program Revenue</i>	8,883	0	0	0
<i>Overhead Revenue from Other Funds</i>	0	0	0	0
Total Non-Discretionary Revenues	1,045,806	1,089,405	1,193,294	1,193,294
Total General Fund Resources	\$2,781,172	\$2,869,328	\$3,013,066	\$3,006,844

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>General Legal Service</i>	\$1,446,602	\$0	\$0	\$0
<i>Positions</i>	0	0	0	0
<i>Administration</i>	469,824	492,478	441,146	434,924
<i>Positions</i>	2	4	4	4
<i>Legal Services</i>	864,746	2,376,850	2,571,920	2,571,920
<i>Positions</i>	37	33	32	32
TOTAL PROGRAMS	\$2,781,172	\$2,869,328	\$3,013,066	\$3,006,844
<i>Positions</i>	39	37	36	36

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of the City Attorney provides legal services to the Portland City Council, City bureaus, boards, commissions, agencies and to individual City employees. The City's legal work covers a wide range of matters including 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 two programs: Legal Services and Administration. The Legal

OFFICE OF THE CITY ATTORNEY (312)

Service Area: Legislative, Administrative, Support Services
Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (CONT'D)

Services program combines two previously separate programs (General Legal Services and Special Legal Services). The budget reflects a \$137,516 increase over the current year's revised budget. However, the Budget was reduced from its current service level appropriation by \$12,034. This was due to two factors: 1) across the board 3% reductions to External Materials and Services budgets as directed by Council which impacted the Office by \$5,812. 2) Reduced internal services costs services resulting from efficiencies implemented by the Bureau of General Services starting in FY 1993-94.

The Office of the City Attorney will absorb additional responsibilities within its allocated budget: 1) Legal services related to the Civil Service Board previously contracted to outside legal firms. In response to this requirement, the Office will trade services with other municipal attorney offices to provide this service. 2) For the second year, continue to absorb costs associated with the City's Compensation Plan which was adopted and implemented in FY 1991-92. In addition, the Office will absorb internal reclassifications of positions. This will result in a budget reduction of one Attorney position to address the financial impact of the Plan. The position count will decrease from 37 to 36.

DESCRIPTION OF PROGRAMS

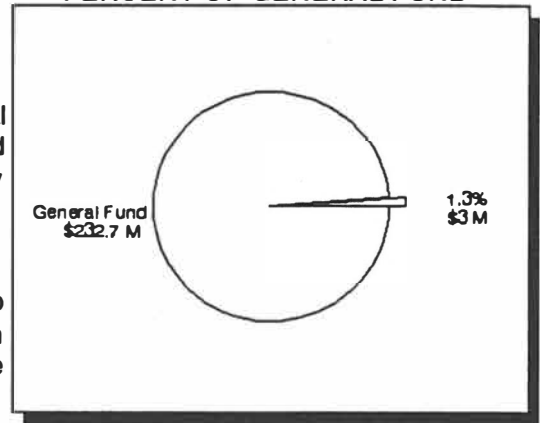
Legal Services:

This program contains the legal staff and provides legal services to the City Council and all City bureaus, agencies and programs. Legal representation is also provided to City Employees under the Oregon Tort Claims Act.

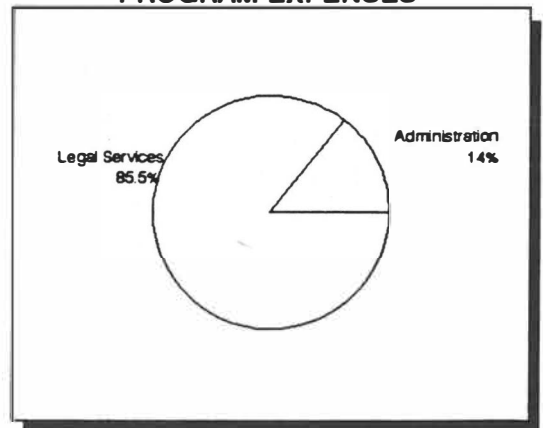
Administration:

This program provides administrative overhead and support to the law office, and directly assists the Legal Services Program with materials and services funding and office administrative support personnel.

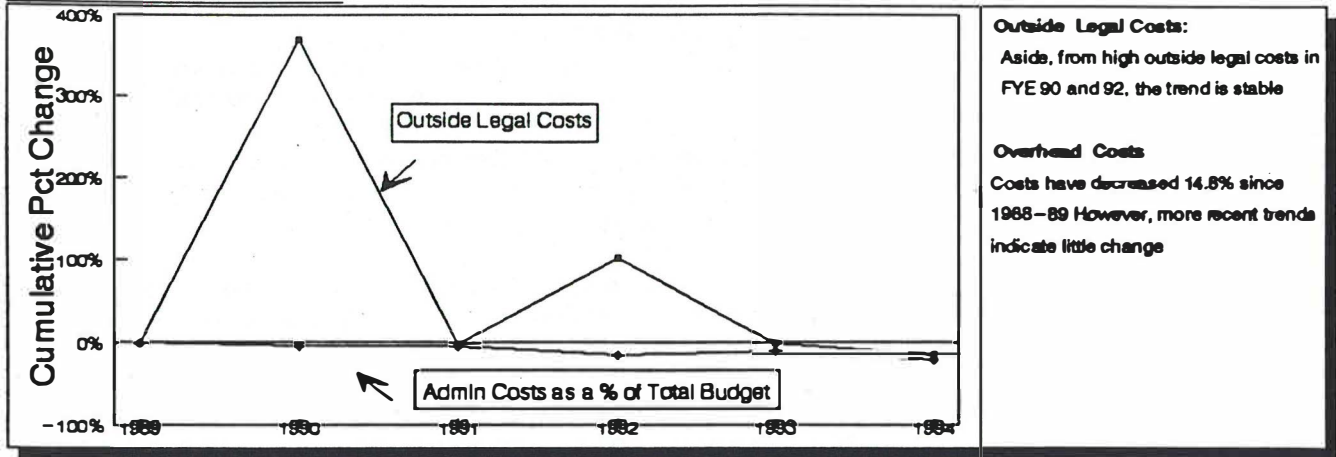
PERCENT OF GENERAL FUND



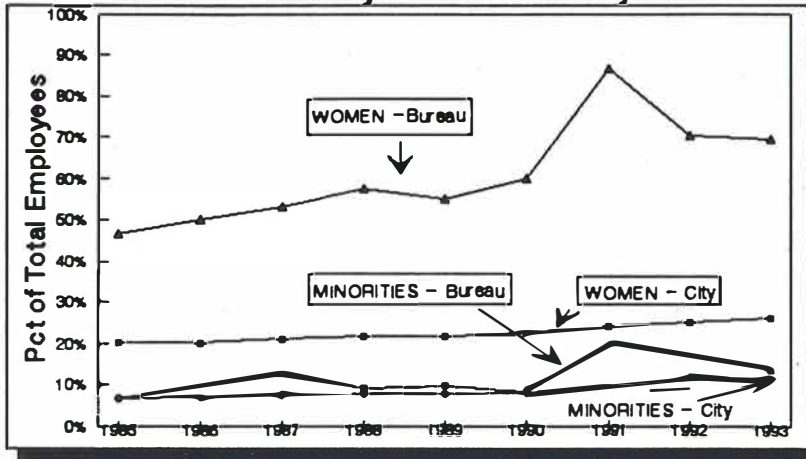
PROGRAM EXPENSES



PERFORMANCE TRENDS



Workforce Diversity – Bureau vs. Citywide

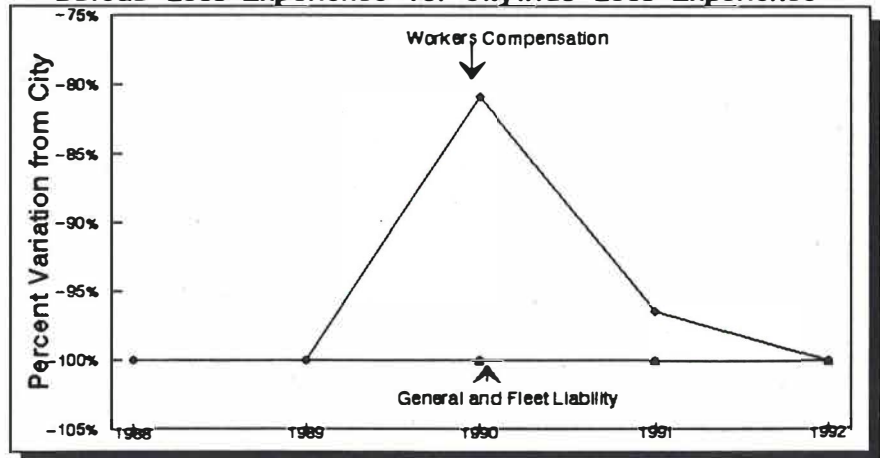


Exceeds the City's average for female representation. An average of 61% of staff has been female

Minority hires generally exceed City average for minorities

- The Bureau has not had any general or fleet liability claimed filed over the last several years. Two minor worker's compensation claims were filed in FYE 1990 and FYE 1991. These claims were well below citywide loss experience both in number and costs.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU MANAGEMENT OBJECTIVES

The Office of the City Attorney has identified

- *To provide currently required legal services (CS) with reduced budget resources, in accordance with the Office's ongoing goals and objectives. In particular, to reduce the administrative overhead costs necessary to operate the office and provide required legal services.*
- *To continue implementation of the office's strategic priorities and quality managements program, including reorganizing personnel and processes to maximize the effectiveness and efficiency of legal work*

MAJOR BUDGET NOTES

- *Complete a Cost of Service Study by December, 1993*
- *Complete a Management Plan directed toward improved workload and performance measures, cost accounting and project tracking system by October, 1994*
- *Review the development of a quasi-public corporation for purposes of contracting services for temporary city service requirements such as the provision of recreational services by the Bureau of Parks and Recreation*

EFFECTIVENESS MEASURES

- Save on Costs Associated with Outside Council Usage

<i>Actual</i>	<i>Revised</i>	<i>Proposed</i>	<i>Adopted</i>
<i>FY 91-92</i>	<i>FY 92-93</i>	<i>FY 93-94</i>	<i>FY 93-94</i>
\$550,380	\$114,812	\$100,000	\$100,000
(FY 1989-90)	(FY 1990-91)	(FY 1991-92)	(FY 1991-92)

EFFICIENCY MEASURES

- Produce Legal Documents

19,000	19,250	20,000	20,000
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WORKLOAD MEASURES

Hours of Local Area Network Computer Support	2,288	2,000	2,100	2,100
Customer/Client Calls Processed Per Day	175	210	210	210
Number of Litigation Court Cases Handled	1,063	975	975	975
Est. Avg. No. of Legal Maters Handled Per Attorney Per Day	18	21	21	21

OFFICE OF THE CITY ATTORNEY (312)

Service Area: Legislative, Administrative, Support Services

Commissioner-in-Charge: Mayor Vera Katz

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$1,498,745	\$1,689,558	\$1,648,417	\$1,830,457	\$1,830,457
512000 Part-Time/Limited-Term Employees	247	27,302	113,626	64,511	64,511
514000 Overtime	3,978	0	0	0	0
515000 Premium Pay	0	548	0	0	0
517000 Benefits	539,239	601,954	618,108	654,499	654,499
Total Personal Services	\$2,042,209	\$2,319,362	\$2,380,151	\$2,549,467	\$2,549,467
521000 Professional Services	\$19,810	\$23,257	\$15,000	\$0	\$0
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	8,823	13,118	20,000	18,675	18,675
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	92,649	78,386	71,129	78,324	78,324
531000 Office Supplies	13,404	25,820	20,835	22,788	22,788
532000 Operating Supplies	34,644	47,103	45,000	42,734	42,734
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	14,611	15,876	17,170	18,324	18,324
542000 Local Travel	756	522	1,000	880	880
543000 Out-of-Town Travel	7,692	8,285	9,800	9,200	9,200
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	0	0	2,814	3,000	3,000
Subtotal External Materials & Services	\$192,389	\$212,367	\$202,748	\$193,925	\$193,925
551000 Fleet Services	\$3,912	\$3,296	\$5,693	\$5,693	\$5,693
552000 Printing/Distribution	34,685	36,436	37,661	38,970	37,203
553000 Facilities Services	64,501	90,840	100,342	105,040	100,585
554000 Communications	39,511	39,908	47,989	48,932	48,932
555000 Data Processing	2,478	2,962	1,998	2,451	2,451
556000 Insurance	49,062	55,606	67,400	61,611	61,611
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$194,149	\$229,048	\$261,083	\$262,697	\$256,475
Total Materials & Services	\$386,538	\$441,415	\$463,831	\$456,622	\$450,400
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	19,407	20,395	25,346	6,977	6,977
Total Capital Outlay	\$19,407	\$20,395	\$25,346	\$6,977	\$6,977
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$2,448,154	\$2,781,172	\$2,869,328	\$3,013,066	\$3,006,844

OFFICE OF THE CITY ATTORNEY (312)

Service Area: Legislative, Administrative, Support Services

Commissioner-in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget	Proposed	Adopted
		FY 90-91	FY 91-92	FY 92-93	FY 93-94	FY 93-94
		No.	No.	No. Amount	No. Amount	No. Amount
715	City Attorney	1	1	1 74,291	1 80,623	1 80,623
714	Chief Deputy City Attorney	1	1	2 128,079	2 143,028	2 143,028
713	Senior Deputy City Attorney	4	4	9 506,092	8 581,644	8 581,644
712	Deputy City Attorney III	13	13	6 320,018	6 346,500	6 346,500
711	Deputy City Attorney II	2	2	1 44,704	1 46,542	1 46,542
710	Deputy City Attorney I	3	3	3 114,353	3 121,213	3 121,213
924	Administrative Supr III	0	0	1 43,139	1 44,652	1 44,652
554	Administrative Services Officer	1	1	0 0	0 0	0 0
920	Administrative Supervisor I	0	0	1 33,294	1 37,500	1 37,500
819	Administrative Assistant I	1	1	0 0	0 0	0 0
709	Paralegal Assistant	1	2	2 65,016	2 71,934	2 71,934
708	Law Clerk	1	0	0 0	0 0	0 0
2542	MIS Support Analyst	0	0	1 32,887	1 35,997	1 35,997
379	Assistant MIS Analyst	1	1	0 0	0 0	0 0
240	Legal Assistant	9	9	8 240,191	8 271,529	8 271,529
114	Clerical Specialist	1	1	2 46,353	2 49,295	2 49,295
TOTAL FULL-TIME POSITIONS		39	39	37 1,648,417	36 1,830,457	36 1,830,457

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$2,060,981	\$2,262,628	\$2,488,679	\$2,685,578	\$2,685,578
<i>External Materials and Services</i>	194,532	214,125	300,343	271,628	271,628
<i>Internal Materials and Services</i>	0	0	0	550,855	533,391
<i>Minor Capital Outlay</i>	71,684	0	0	29,414	38,414
<i>Cash Transfers-Equipment</i>	0	24,027	41,686	0	0
Total Operating Budget	\$3,139,021	\$3,032,320	\$3,507,461	\$3,537,475	\$3,529,011
<i>Capital Improvements</i>	0	0	54,945	65,900	65,900
TOTAL BUREAU EXPENSES	\$3,139,021	\$3,032,320	\$3,562,406	\$3,603,375	\$3,594,911
<i>Allocated Overhead Costs</i>				49,338	49,338
<i>Total Cost with Allocated Overhead</i>				\$3,652,713	\$3,644,249
Authorized Full-Time Positions					
<i>Total</i>	48	50	50	52	52
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		922,634	1,322,741	1,096,731	1,025,367
<i>Non-Discretionary Revenues</i>			1,337,727	1,466,065	1,528,965
<i>Grants & Donations</i>		0	0	0	62,900
<i>Contract Revenue</i>		6,380	7,395	7,590	5,590
<i>Interagency Services</i>		979,324	1,192,356	1,275,194	1,275,194
<i>Bureau Program Revenue</i>		110,289	137,976	183,281	185,281
<i>Overhead Revenue from Other Funds</i>		1,013,693	901,938	1,040,579	1,040,579
Total Non-Discretionary Revenues		2,109,686	2,239,665	2,506,644	2,569,544
Total General Fund Resources		\$3,032,320	\$3,562,406	\$3,603,375	\$3,594,911
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Administration</i>		\$350,004	\$365,805	\$358,820	\$362,154
<i>Positions</i>		5.0	5.0	4.5	4.5
<i>Assessments & Liens</i>		717,218	914,869	963,727	963,727
<i>Positions</i>		13.0	13.0	14.5	14.5
<i>Audit Services</i>		729,598	793,938	790,887	790,887
<i>Positions</i>		10	10	10	10
<i>City Recorder</i>		713,175	913,286	890,846	879,048
<i>Positions</i>		12	12	13	13
<i>F&PD&R Admin.</i>		232,186	254,242	273,315	273,315
<i>Positions</i>		6	6	6	6
<i>Hearings Officer</i>		290,139	320,266	325,780	325,780
<i>Positions</i>		4	4	4	4
TOTAL PROGRAMS		\$3,032,320	\$3,562,406	\$3,603,375	\$3,594,911
<i>Positions</i>		50	50	52	52

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental
Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The mission of the City Auditor 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 audit, record-keeping and financial service functions.

The Auditor's Office budget is comprised of six program areas: Administration, City Recorder, Assessments and Liens, Audit Services, Fire and Police Disability and Retirement Administration, and the Hearings Officers.

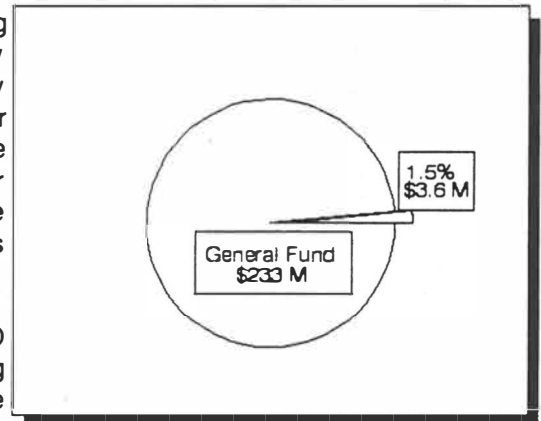
The Auditor's FY 1993-94 budget includes all services currently provided by the Auditor in the six program areas, \$9,000 in carryover appropriation for implementation of the Star Records Indexing system, and \$62,900 in capital funds for implementation of an optical imaging system. Two additional positions are added. One in the Assessments and Liens area to assist with customer service, and one in the Records areas, where previous part-time positions have been consolidated into one full time position.

In FY 1993-94 the Auditor's Office will again produce the Annual Citizen Survey. It will also coordinate the rewriting and updating of the City Charter for submission for voter approval in May 1994. The rewrite will remove wording that is superseded by State law or otherwise outdated, remove obstacles to efficient operations, and make the charter more internally consistent.

In FY 1993-94, as part of the Capital Improvement Program, the Auditor's office will purchase and implement an optical imaging system. This system will automate records operations and allow them to index, retrieve, display and store documents electronically on a computer disk, rather than manually from stored paper records or microfilm. The optical imaging system will assist the Records Division in handling the large increase in requests for information from the public and from other city bureaus. The Auditor's Office will be able to take the lead in utilization of this technology, establishing standards for other city bureaus.

The adopted budget provides for an interagency with the LID Construction Fund to prepare, index, scan and store existing financial documents and contracts on the optical disk system. The documents are the result of the Mid-County financial assistance program, have a retention schedule of 20 years, and are needed by staff on a routine basis. This will provide records staff with needed practical experience with the new system.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Audit Services Division:

The mission of the Audit Services program is to promote efficient, effective, and fully accountable City government. The Program addresses this mission by conducting independent audits and analyses that provide objective information to City officials and the public on ways to improve City operations and the use of public resources.

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

DESCRIPTION OF PROGRAMS (Continued)

The program produces performance and financial audit reports that identify savings and revenue enhancements, strengthen management controls, and improve City government operations. The program also monitors and coordinates the annual citywide financial audit, including compliance with federal grant programs.

City Recorder

The City Recorder Program encompasses a variety of services and activities in support of the business of the City. The program includes the activities of the Council/Contracts Division and the Records Management Division of the Auditor's Office.

The Council/Contracts Division is responsible for providing support to the City Council through the production of the weekly Council agenda and the preparation of summary minutes of all formal Council meetings. It maintains the City Code and City Charter and distributes updates of these documents as they occur. It also reviews and disburses all City warrants and monitors payments to all City contractors. This Division supports the Police Investigations Audit Committee (PIIAC) and administers the City elections filings.

The Records Management Division is responsible for documenting, organizing, protecting, and setting standards for City record keeping. The Division develops records retention schedules and assists Bureaus in developing in-house records programs. The Division also stores and retrieves records, electronic media and archival material. This ensures that records are properly stored and available for future use and reduces expensive square footage for inactive records. An additional position is added in the Records Division to assist in dealing with the increasing volume of records storage and retrieval activity. The position is being funded within existing service level, utilizing previous part time funds, and by reductions in Materials and Services expenditures.

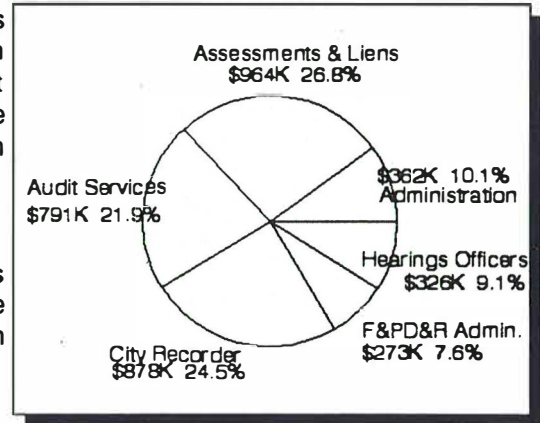
Assessments & Liens

The Assessments and Liens Program assists with the construction of local infrastructure improvements by administering the Local Improvement District (LID) process. The Program is responsible for forming improvement districts, maintaining a legal record of improvement costs, apportioning costs to benefitted properties, notifying property owners throughout the improvement and assessment process, providing financing options for paying assessments and enforcing property liens to collect delinquent assessments. The Program performs similar functions for the Economic Improvement District (EID) process.

In addition, the Program records, collects and provides financing options for special assessments related to sidewalk repair, nuisance abatement and other neighborhood services. The Program assists the City Treasury by pursuing collection of delinquent certificates held in the Assessment Collection Fund. Annual workload is determined by public works activities and local planning efforts initiated outside the Auditor's Office.

During the course of the Mid-County Sewer Project, which was initially an LID process, the inventory of active assessments and installment loans grew from 7,000 to nearly 19,000, and will continue to grow. In

PROGRAM EXPENSES



OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

DESCRIPTION OF PROGRAMS (Continued)

March 1992, the Council converted the Mid-County program from the LID process to the Bureau of Environmental Services Capital Improvement process. Although the Division anticipates a decline in new assessment activity, it will be necessary to continue to service the existing inventory, as well as additional accounts resulting from other LIDs.

As a result of the increased activity, the Assessment and Liens Division received approval for two decision packages. The first utilizes contract funds to support an additional position in the Customer Service area devoted to supporting eight Title companies' access to the Lien Accounting System. This will, in turn, free up time for currently customer service staff to devote to servicing assessment and loan accounts. The second package supports an interagency between the Records Division and the LID Construction Fund to utilize the new optical imaging system to index, scan, and store existing documents resulting from the Mid-County financial assistance program. This will have the added benefit assisting with the implementation of the new system.

Fire and Police Disability and Retirement Administration

This program manages the City's Fire and Police Disability and Retirement program which was authorized by the voters in 1948 and revised by the voters in 1989. This program is supported by the proceeds of a continuing property tax levy authorized in 1948. Program personnel provide support to the Fund's Board of Trustees, provide advice and assistance to members of the retirement system, process disability and medical claims, and prepare payments for members of the system and their survivors. The program is supported by an interagency agreement with the F&PD&R Fund.

Hearings Officers

The Hearing Officers program encompasses two hearings functions: Land Use and Code.

The Land Use Hearing Officer is responsible for holding public hearings and making decisions to allow or deny land use permits. Permits subject to the public hearing process and timelines for decision-making are strictly governed by State Law and City Code.

The Code Hearings Officer provides enforcement of City Code in proceedings initiated by the Bureau of Buildings, Fire, Rescue and Emergency Services. The Code Hearing Officer also hears appeals from code enforcement determinations made by the Bureaus of Buildings, Police, Traffic Management, and the Port of Portland.

Administration

The Administration Program provides policy direction to the operating programs through the City Auditor; central business management (budget, purchasing, and payroll); personnel management functions (recruitment, selection, evaluation); and coordination of all office automation and management of the Office's Local Area Network.

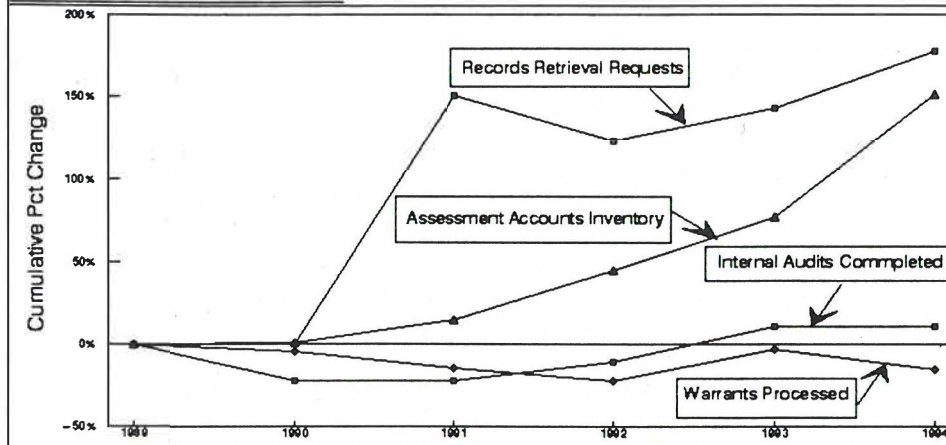
OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

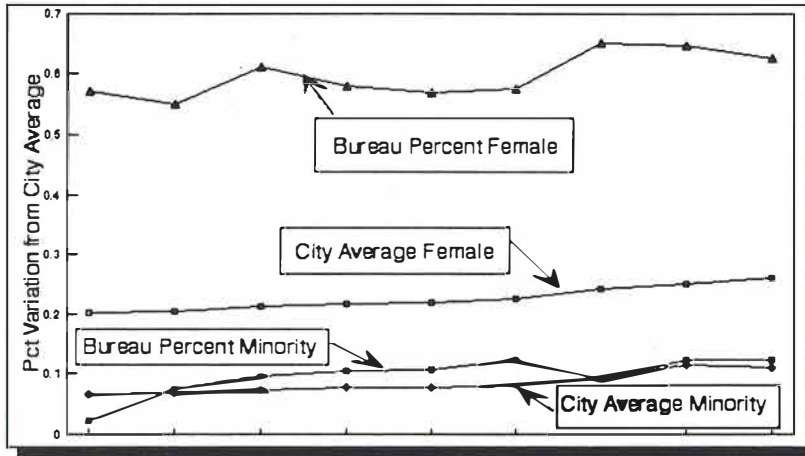
SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



- Records retrieval requests
 - Up 178%
- Assessment Accounts inventory continues to increase as a result of mid-county sewers.
 - Up 151%
- Performance and Financial audits completed
 - Up 11.1%
- Number of warrants processed
 - Down 16%

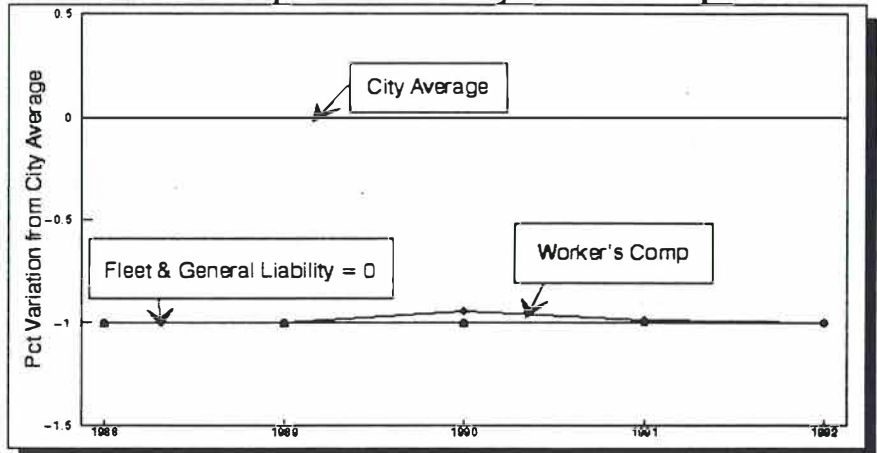
WORKFORCE DIVERSITY TRENDS



- The Auditor's Office has a history of hiring women that is far above the city average.
- The hiring of minorities has improved and now exceeds the citywide average.

- Losses are well below City Average
- There have been no Fleet or General Liability claims against the office.

Bureau Loss Experience Vs. Citywide Loss Experience



OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Auditor's Office has identified several objectives for FY 1993-94.

- *Work with the Office of Finance and Administration to develop more efficient and effective citywide performance monitoring and reporting methods by June 30, 1994.*
- *Develop pilot project implementing Optical Imaging System for Council documents by June 30, 1994.*
- *Implement loan program for private plumbing projects in Mid-County by December 3, 1993.*
- *Restructure assessment-related activities with Bureau of Buildings by December 31, 1993.*
- *Complete the second phase of a long term model to forecast disability and retirement costs, historical and projected, by December 1, 1993.*
- *Automate the workload tracking system for Hearing Office costs of service by June 30, 1994.*
- *Coordinate an update of City Charter to delete wording which is no longer applicable and remove obstacles to efficient operations.*
- *Conduct office wide cost of service study by June 30, 1994.*
- *Review and implement new disbursement and contract processing controls by June 30, 1994.*

In addition, the Auditor's Office has identified the following on-going objectives:

- *Improve the efficiency and effectiveness of City services.*
- *Provide timely, impartial, and accurate information to City bureaus and the public*
- *Assure accurate City payments by monitoring contracts and reviewing disbursements.*
- *Help improve public infrastructure through management of special assessment and loan programs.*
- *Provide public safety employees timely, accurate, and efficient administration of pension and disability benefits.*
- *Provide fair and timely hearings on land use, code enforcement, towing, licenses, and other community issues.*
- *Support citywide goals including affirmative action, interagency cooperation and coordination, and sound financial management.*

MAJOR BUDGET NOTES

- The Audit Services Division should add organization-wide audits to its schedule for those organizations identified by Council as priorities. Such audits will assist management and the Council in completing in-depth reviews of city service, developing management improvement plans, and allocating resources in conjunction with the annual budget process.

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

SUMMARY OF BUREAU EXPENSES

MAJOR BUDGET NOTES (Continued)

In conducting such reviews, the Audit Services Division should secure outside service experts to complement internal staff assigned to the comprehensive audits. As positions become available,

	<u>Actual</u> <u>FY 91-92</u>	<u>Revised</u> <u>FY 92-93</u>	<u>Proposed</u> <u>FY 93-94</u>	<u>Adopted</u> <u>FY 93-94</u>
<u>EFFECTIVENESS MEASURES</u>				
% of Audit recommendations implemented	92%	90%	90%	90%
% of records requests returned w/in 24 hrs.	100%	100%	100%	100%
% of land use hearings held with 17 days	100%	100%	100%	100%
<u>EFFICIENCY MEASURES</u>				
Average Cost of audit hour < \$62	\$64	\$62	\$62	\$62
Average Cost per retrieved record (Goal = \$2.40)	\$2.80	\$2.80	\$2.80	\$2.60
Average Cost to establish a lien account (Goal = \$25)	\$34	\$25	\$20	\$20
<u>WORKLOAD MEASURES</u>				
Records Retrieval Requests	32,141	35,000	40,000	40,000
Payments Processed (Assessments & Liens)	67,800	97,650	193,700	193,700
Auditor's Administration costs as a percent of total	11.54%	10.27%	9.96%	9.98%

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$1,448,613	\$1,542,328	\$1,771,235	\$1,903,707	\$1,903,707
512000 Part-Time/Limited-Term Employees	60,272	108,700	41,617	47,836	47,836
514000 Overtime	5,238	7,279	158	5,000	5,000
515000 Premium Pay	4,493	5,882	8,816	3,239	3,239
517000 Benefits	542,365	598,439	666,853	725,796	725,796
Total Personal Services	\$2,060,981	\$2,262,628	\$2,488,679	\$2,685,578	\$2,685,578
521000 Professional Services	\$108,324	\$110,106	\$154,956	\$135,020	\$135,020
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	7,860	22,434	29,343	28,971	28,971
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	17,637	17,099	29,005	30,556	30,556
531000 Office Supplies	15,801	19,759	34,782	32,193	32,193
532000 Operating Supplies	14,190	14,310	8,799	7,993	7,993
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	10,011	13,583	12,465	12,246	12,246
542000 Local Travel	6,499	3,223	6,311	4,431	4,431
543000 Out-of-Town Travel	9,112	6,409	11,070	9,420	9,420
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	5,098	7,202	13,612	10,798	10,798
Subtotal External Materials & Services	\$194,532	\$214,125	\$300,343	\$271,628	\$271,628
551000 Fleet Services	\$879	\$613	\$1,242	\$1,242	\$1,242
552000 Printing/Distribution	\$124,067	\$157,354	\$119,696	\$133,151	\$121,353
553000 Facilities Services	\$375,631	\$115,504	\$139,789	\$136,916	\$131,250
554000 Communications	\$38,361	\$37,372	\$41,957	\$44,703	\$44,703
555000 Data Processing	\$210,675	\$159,061	\$225,495	\$175,802	\$175,802
556000 Insurance	\$62,211	\$61,636	\$61,886	\$59,041	\$59,041
557000 Equipment Lease	\$0	\$0	\$0	\$3,000	\$3,000
558000 Same Fund Services	\$0	\$0	\$0	\$0	\$0
559000 Other Fund Services	\$0	\$0	\$0	\$0	\$0
Subtotal Internal Materials & Services	\$811,824	\$531,540	\$590,065	\$553,855	\$536,391
Total Materials & Services	\$1,006,356	\$745,665	\$890,408	\$825,483	\$808,019
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	71,684	24,027	96,631	92,314	101,314
Total Capital Outlay	\$71,684	\$24,027	\$96,631	\$92,314	\$101,314
573000 Cash Transfers – Equipment	\$0	\$0	\$86,688	\$0	\$0
Total Bureau Expenses	\$3,139,021	\$3,032,320	\$3,562,406	\$3,603,375	\$3,594,911

OFFICE OF THE CITY AUDITOR (336)

Service Area: Non-Departmental

Commissioner-in-Charge: Barbara Clark

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0003	City Auditor	1	1	1	57,671	1	59,779	1	59,779
0114	Clerical Specialist	2	2	2	44,514	2	49,795	2	49,795
0120	Credit Relations Representative	1	0	0	0	0	0	0	0
0220	Secretarial Clerk I	2	1	1	22,509	1	23,427	1	23,427
0221	Secretarial Clerk II	3	4	4	95,734	4	98,348	3	76,419
0230	Administrative Secretary	1	1	1	26,246	1	25,536	1	25,536
0245	Hearings Clerk	2	2	2	64,394	2	66,836	2	66,836
0510	Accounting Assistant	0	0	0	0	1	19,649	1	19,649
0514	Associate Accountant	1	1	1	27,214	1	29,927	1	29,927
0515	Senior Accountant	1	1	1	35,099	1	36,393	1	36,393
0520	Chief Deputy Auditor	1	1	1	53,390	1	54,831	1	54,831
0522	Principal Deputy Auditor	3	3	0	0	0	0	0	0
0970	Program Manager II	0	0	4	175,539	4	190,517	4	190,517
0524	Senior Deputy Auditor	4	4	0	0	0	0	0	0
0962	Assistant Program Specialist	0	0	4	135,574	4	146,467	4	146,467
2542	MIS Support Analyst	0	0	1	35,204	1	38,022	1	38,022
0525	Assistant Deputy Auditor	4	4	0	0	0	0	0	0
0815	Administrative Specialist	0	0	3	76,170	5	125,760	5	125,760
0816	Senior Administrative Specialist	0	0	2	55,357	1	31,487	1	31,487
0131	Customer Accounts Specialist I	0	4	4	101,580	4	102,748	5	124,677
0536	Management Auditor	2	2	2	79,302	2	76,836	2	76,836
0537	Senior Management Auditor	6	6	6	261,512	6	268,959	6	268,959
0538	Director of Audits	1	1	1	62,389	1	67,254	1	67,254
0720	Hearings Officer	2	2	0	0	0	0	0	0
0935	Hearings Officer	0	0	2	108,054	2	114,770	2	114,770
0816	Administrative Analyst Technician	1	0	0	0	0	0	0	0
0819	Administrative Assistant I	0	1	1	31,170	1	34,085	1	34,085
0827	Management Analyst	2	2	0	0	0	0	0	0
0827	Financial Analyst	0	0	1	39,651	1	42,973	1	42,973
0828	Senior Financial Analyst	0	0	1	39,651	1	45,560	1	45,560
0829	Financial Analyst	1	1	0	0	0	0	0	0
0530	Accounting Supervisor I	0	0	1	39,851	1	42,995	1	42,995
0900	Staff Assistant	1	0	0	0	0	0	0	0
0919	Records Management Analyst	2	2	0	0	0	0	0	0
0964	Program Specialist	0	0	2	67,693	2	73,671	2	73,671
0923	Records Management Technician	2	2	0	0	0	0	0	0
0925	Records Management Officer	1	1	0	0	0	0	0	0
3212	Assessment Analyst	1	1	1	35,767	1	37,082	1	37,082
TOTAL FULL-TIME POSITIONS		48	50	50	1,771,235	52	1,903,707	52	1,903,707

BUREAU OF GENERAL SERVICES (346)

Service Area: Legislative, Admin & Support Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<u>Operating Budget:</u>					
Personal Services	\$7,267,680	\$7,554,889	\$7,736,470	\$8,266,167	\$8,208,461
External Materials and Services	13,785,405	14,324,478	15,328,044	14,843,384	14,861,694
Internal Materials and Services	2,122,038	2,283,524	2,517,995	2,737,415	2,723,982
Minor Capital Outlay	5,733,772	5,960,499	12,105,485	6,859,063	6,963,076
Cash Transfers-Equipment	70,891	18,000	0	21,000	21,000
Total Operating Budget	\$28,979,786	\$30,141,390	\$37,687,994	\$32,727,029	\$32,778,213
Capital Improvements	1,599,139	1,529,181	13,137,783	7,535,994	12,648,427
TOTAL BUREAU EXPENSES	\$30,578,925	\$31,670,571	\$50,825,777	\$40,263,023	\$45,426,640
Allocated Overhead Costs				1,382,095	1,382,095
Total Cost with Allocated Overhead				\$41,645,118	\$46,808,735
<u>Authorized Full-Time Positions</u>					
Total	162	158	159	162	161
<u>SOURCE OF FUNDING</u>					
General Fund (100)		\$1,116,540	\$1,240,034	\$1,202,086	\$1,202,086
Communications Fund (707)		5,268,357	12,235,428	9,396,026	10,171,678
Facilities Fund (704)		8,376,643	13,409,274	11,416,975	15,489,383
Fleet Services Fund (705)		12,124,696	19,197,119	13,640,797	13,956,755
Printing and Distribution Fund (706)		4,784,335	4,743,922	4,607,139	4,606,738
<u>Types of General Fund Resources:</u>					
Discretionary General Fund		0	0	0	0
Non-Discretionary Revenues					
Grants & Donations		0	0	0	0
Interagency Services		\$1,116,540	\$1,240,034	\$1,202,086	\$1,202,086
Bureau Program Revenue		0	0	0	0
Overhead Revenue from Other Funds		0	0	0	0
Total Non-Discretionary Revenues		1,116,540	1,240,034	1,202,086	1,202,086
Total General Fund Resources		1,116,540	1,240,034	1,202,086	1,202,086
TOTAL FUNDING		31,670,571	50,825,777	40,263,023	45,426,640
<u>PROGRAMS</u>					
BGS Admin		\$1,116,540	\$1,240,034	\$1,202,086	\$1,202,086
Positions		18	18	18	18
Communications		5,268,357	12,235,428	9,396,026	10,171,678
Positions		17	17	19	19
Facilities Services		8,376,643	13,409,274	11,416,975	15,489,383
Positions		22	22	24	23
Fleet Services		12,124,696	19,197,119	13,640,797	13,956,755
Positions		76	75	74	74
Printing & Distribution		4,784,335	4,743,922	4,607,139	4,606,738
Positions		25	27	27	27
TOTAL PROGRAMS		\$31,670,571	\$50,825,777	\$40,263,023	\$45,426,640
Positions		158	159	162	161

BUREAU OF GENERAL SERVICES (346)

Service Area: Legislative, Admin & Support Services
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The Bureau of General Services (BGS) provides centralized services in support of most every other City fund and bureau. General Services is comprised of five divisions: Administrative Services, Communications Services, Printing and Distribution Services, Fleet Services and Facilities Services. The Administrative Services Division is budgeted within the General Fund while the other divisions are budgeted in their own working capital funds. Admin Services is supported entirely by interagency charges to the funds managed by BGS, and has no General Fund discretionary dollars.

The Administrative Services Division has management responsibility for and provides support to the four other BGS divisions. Admin Services also manages the following funds which provide services to both City bureaus and the public: Parking Facilities, Autoport, and N.W 1-405 Recreation. The two parking funds are within the Transportation and Parking service area, while N.W. 1-405 is within the Recreation and Culture service area.

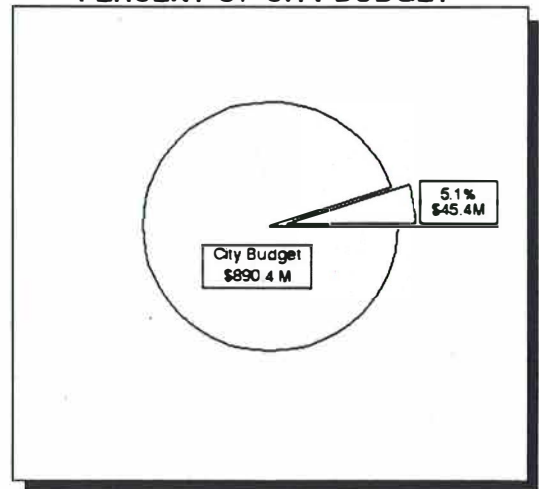
The total BGS budget for FY 1993-94 is \$45.4 million. Of this amount, \$32.8 million covers operating costs while \$12.6 million supports capital projects. The operating budget declines by almost \$5 million from FY 1992-93 due to differences in Fleet vehicle replacement costs. In the FY 1992-93 budget, Fleet budgeted \$10 million for vehicle replacement, compared to \$5 million in FY 1993-94. The FY 1992-93 amount was abnormally high due to substantial carryover from the prior year. The capital budget drops by about \$500,000 due to net changes associated with some project costs declining, such as the 800 MHz trunked radio system, and some projects being added, such as the Walnut Park Police Precinct. A total of 161 positions are budgeted within BGS, an increase of 2 over FY 1992-93. Two new positions are included within the Communications Services Division: one in the telecommunications area, and one in electronic maintenance for the 800 MHz trunked radio system.

Significant changes in the BGS budget include efficiency measures within the Facilities Services Division and the Printing and Distribution Division which will lead to reduced costs in FY 1993-94. Within Facilities Services, energy savings measures combined with decreased janitorial service will produce \$225,000 savings for City bureaus. Within the Printing and Distribution Division, earlier mail pick up, and system side printing standards on vended printing and quality printing options will produce overall costs savings of about \$390,900 for City bureaus.

In addition, Communications will oversee the final conversion of all City phones to Centrex. This conversion is estimated to save the City about \$2 million in phone costs over the next 10 years. Communications is also coordinating the new 800 MHz trunked radio system which will come on line in FY 1993-94. The new system will provide vastly improved communication ability to the City's radio users, in particular the Police and Fire Bureaus.

Facilities Services, working with PDC, will be managing the construction of the new Walnut Park Police Precinct. This major project will replace the Police Bureau's existing North Precinct and provide as well a public plaza and commercial space. The total project will cost \$8.1 million of which \$5.5 million is budgeted in FY 1993-94.

PERCENT OF CITY BUDGET



DESCRIPTION OF PROGRAMS

BGS Administration:

Provides centralized services in support of other BGS Divisions and funds. Responsibilities include budgeting, quarterly reports, rate preparation, interagency agreements, financial analysis, clerical support, and payroll. A total of 18 positions are included within this program.

Communications:

The Communications Division designs, purchases, installs and maintains all communications and electronic systems for the City, including radios, pagers, telephones television and video equipment, cellular telephones, Police and Fire sirens, microwave and antennas, and transmission towers. A total of 19 positions are within this program. The Communications Division is supported via interagency charges to all user bureaus.

Facilities Services:

The Facilities Services Division manages all of the City's real property, provides construction planning and management services to all City bureaus, and is responsible for the upkeep and preservation of all major City buildings. This program is supported by interagency charges for office space rental at the Portland Building and City Hall, which includes costs associated with building maintenance, utilities, repair and security. Facilities also charges user bureaus for project management costs associated with property management and capital improvement projects. Facilities has a total of 23 positions.

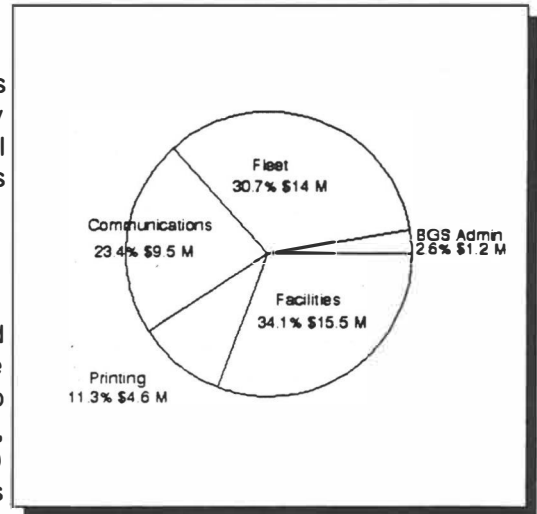
Fleet Services:

Fleet provides repair, maintenance, fabrication, and body and point services to the City's fleet of more than 1,900 vehicles and pieces of equipment. Fleet also operates a 21 unit motorpool to provide City employees with vehicles on a short-term basis. Vehicles and other equipment are replaced at the end of their useful life through a capital replacement program. A total of 74 positions are budgeted in Fleet Services. Fleet is supported via interagency charges to user bureaus.

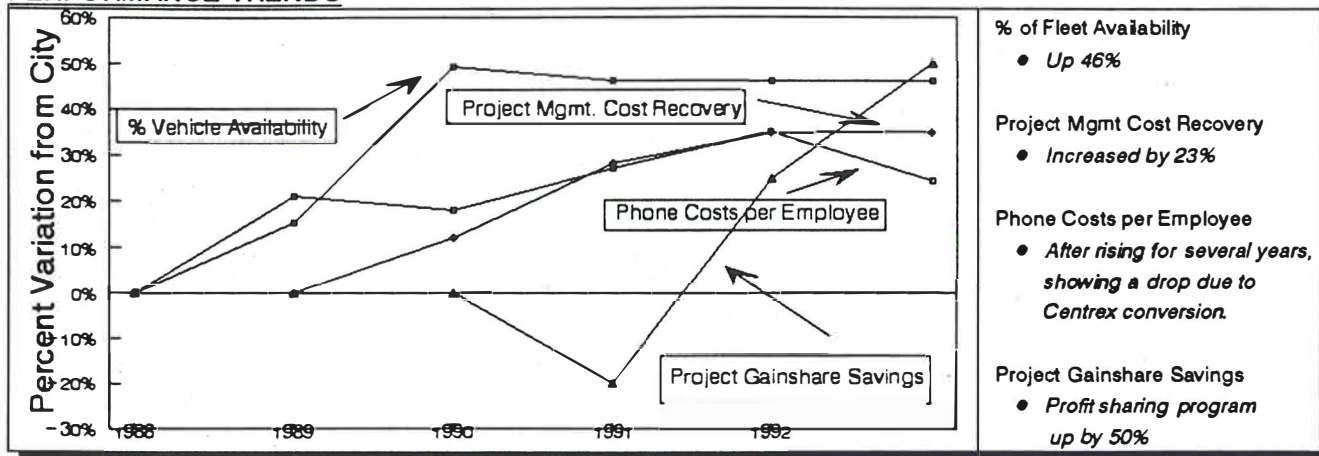
Printing and Distribution:

Printing provides services to all City bureaus, Multnomah County and other governmental agencies. These services include printing, binding, microfilming, blueprinting, copy machines and xerography, mail processing, inserting and addressing, and delivery of interoffice mail and supplies. A total of 27 positions are budgeted in Printing. This program is supported via interagency and intergovernmental charges to City bureaus, and other governmental agencies.

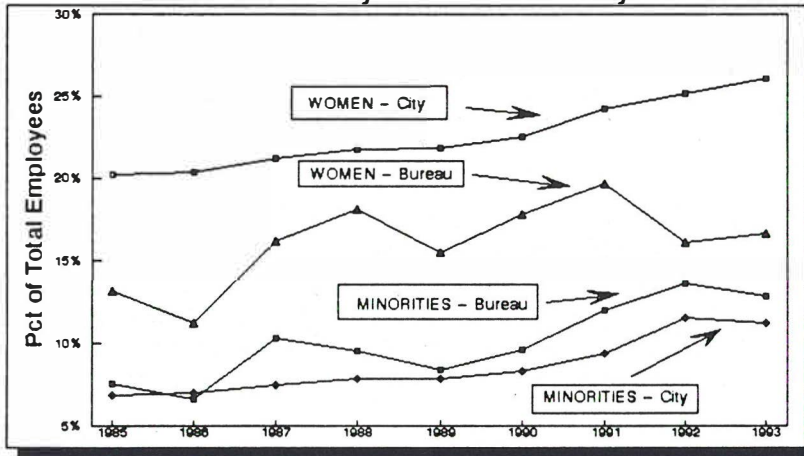
PROGRAM EXPENSES



PERFORMANCE TRENDS



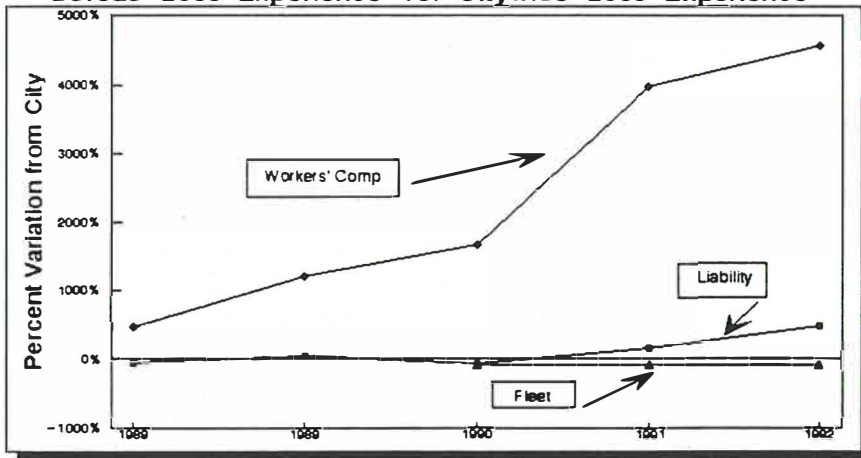
Workforce Diversity – Bureau vs. Citywide



- Women represent 16% of workforce compared to citwide average of 26%. Improvement needed in skilled craft category which covers almost half of BGS workforce. Number of women has stayed flat while overall number of employees has gone up.
- Minorities represent 12.8% of BGS workforce compared to citwide average of 11.2%

- Workers' Comp cost and frequency significantly more than citywide average. A 15% reduction would save \$9,173.
- Liability claims higher than citwide average and increasing. A 15% reduction would save \$2,392.
- Fleet claims and cost under citywide average. A 15% reduction would save \$2,545.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU MANAGEMENT OBJECTIVES

The Bureau of General Services has identified the following objectives for FY 1993-94:

- *Complete the parking system strategic plan by June 1994.*
- *Restructure BGS Administrative Services by December 1993.*
- *Complete installation and testing of the 800 MHz trunked radio system, and bring system on-line for the Police Bureau by January 1994.*
- *Move the Communications Shop into its new facility by October 1993.*
- *Prepare Telecom 2000 Plan by December 1993.*
- *Commit 50% of vehicle replacement funds by the end of December 1993 and 100% by the end of June 1994.*
- *Reduce Printing costs by \$50,000 through Gainshare Program.*

MAJOR BUDGET NOTES

- *Complete an inventory of City security services to determine if consolidation into a single contract is feasible*
- *Complete a survey of opportunities for contracting out services currently provided in-house.*
- *Develop a policy on assignment and use of cellular phones in collaboration with customers.*
- *Examine the feasibility of starting a Gainshare Program for Fleet, Communications and Facilities Services.*

EFFECTIVENESS MEASURES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
Submit purchase requisitions within 2 days of receiving request.	95%	95%	95%	95%
Percentage of Fleet availability	95%	95%	95%	95%
Percentage of portable radios returned to service in 8 hours.	90%	90%	90%	90%

EFFICIENCY MEASURES

Percentage of U.S. mail presorted	80%	80%	95%	95%
Billable hours as percentage of available hours	65%	80%	80%	80%

WORKLOAD MEASURES

Number of Fleet work orders	17,189	14,400	18,000	18,000
Percentage of Printing orders completed on schedule	95%	95%	95%	95%
Percentage of payment documents processed within 2 day	94%	90%	90%	90%

BUREAU OF GENERAL SERVICES (346)
Service Area: Administrative and Support Services
Commissioner—in-Charge: Gretchen Kafoury

LINE ITEM APPROPRIATIONS

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$525,600	\$585,415	\$602,781	\$657,508	\$657,508
512000 Part-Time/Limited Term Employees	122	1,419	1,000	1,000	1,000
514000 Overtime	2,516	1,913	5,000	3,000	3,000
515000 Premium Pay	763	11,560	6,413	1,000	1,000
517000 Benefits	194,042	231,166	232,128	241,618	241,618
Total Personal Services	\$723,043	\$831,473	\$847,322	\$904,126	\$904,126
521000 Professional Services	\$18,857	\$1,350	\$7,000	\$6,000	\$6,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	2,807	4,127	3,911	8,000	8,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	17,988	10,033	6,500	6,500	6,500
531000 Office Supplies	9,454	9,333	10,300	11,000	11,000
532000 Operating Supplies	877	113	1,500	1,800	1,800
533000 Repair & Maint Supplies	0	0	300	0	0
534000 Minor Equipment	158	264	2,000	1,500	1,500
535000 Clothing	0	0	0	0	0
539000 Other Commodities	433	929	500	500	500
541000 Education	4,079	5,029	4,500	4,500	4,500
542000 Local Travel	1,432	1,343	1,500	1,500	1,500
543000 Out-of-Town Travel	0	0	3,000	3,000	3,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	261	2,222	35,874	43,695	46,718
Total External Materials & Svcs	\$56,346	\$34,743	\$76,885	\$87,995	\$91,018
551000 Fleet Services	\$911	\$659	\$1,553	\$1,553	\$1,553
552000 Printing/Distribution	14,656	18,875	16,953	17,798	16,285
553000 Facilities Services	72,317	75,393	80,343	82,224	80,714
554000 Communications	11,937	9,812	18,620	17,666	17,666
555000 Data Processing	86,280	105,071	150,527	23,772	23,772
556000 Insurance	22,135	22,538	23,831	45,952	45,952
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	4,500	0	0	0	0
559000 Other Fund Services	0	83	0	0	0
Total Internal Materials & Svcs	\$212,736	\$232,431	\$291,827	\$188,965	\$185,942
Total Materials & Services	\$269,082	\$267,174	\$368,712	\$276,960	\$276,960
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	22,968	17,893	24,000	21,000	21,000
Total Capital Outlay	\$22,968	\$17,893	\$24,000	\$21,000	\$21,000
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$1,015,093	\$1,116,540	\$1,240,034	\$1,202,086	\$1,202,086

BUREAU OF GENERAL SERVICES(346)
Service Area: Administrative and Support Services
Commissioner—in—Charge: Gretchen Kafoury

FULL—TIME POSITIONS

Class No.	Title	Actual 90—91	Actual 91—92	Revised Budget FY 92—93		Approved FY 93—94		Adopted FY 93—94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0838	General Services Director	1	1	1	\$63,747	1	\$69,300	1	\$69,300
0828	Senior Management Analyst	2	2	0	0	0	0	0	0
0924	Administrative Supervisor III	0	0	2	91,956	2	98,888	2	98,888
0827	Management Analyst	1	1	0	0	0	0	0	0
0612	Senior Human Resources Analyst	0	0	1	39,651	1	42,825	1	42,825
0116	Office Manager I	0	1	0	0	0	0	0	0
0920	Administrative Supervisor I	0	0	1	33,471	1	37,500	1	37,500
0548	Administrative Services Director	1	1	0	0	0	0	0	0
0930	Senior Bureau Administrative Manager	0	0	1	54,351	1	61,325	1	61,325
0816	Administrative Analyst Technician	1	0	0	0	0	0	0	0
0515	Senior Accountant	3	3	3	105,297	4	143,173	4	143,173
0514	Associate Accountant	2	1	1	30,673	1	28,581	1	28,581
0510	Accounting Assistant	2	4	4	93,671	3	76,767	3	76,767
0346	Word Processing Operator II	1	0	0	0	0	0	0	0
0221	Secretarial Clerk II	1	3	2	44,755	3	73,320	3	73,320
0220	Secretarial Clerk I	1	1	1	22,509	0	0	0	0
0210	Typist Clerk	1	0	0	0	0	0	0	0
0114	Clerical Specialist	1	0	1	22,700	1	25,829	1	25,829
TOTAL FULL—TIME POSITIONS		18	18	18	\$602,781	18	\$657,508	18	\$657,508

COMMUNICATIONS SERVICES (707)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Service Charges and Fees</i>					
<i>Rents & Reimbursements</i>	\$12,773	\$13,876	\$13,000	\$19,200	\$19,200
<i>Misc. Services Charges</i>	166,243	269,730	220,000	197,000	197,000
	\$179,016	\$283,606	\$233,000	\$216,200	\$216,200
<i>Miscellaneous Revenues</i>					
<i>Misc. Sales</i>	\$3,200	\$1,250	\$0	\$8,000	\$8,000
<i>Interest on Investments</i>	323,898	309,910	250,000	95,000	95,000
<i>Misc. Revenues</i>	3,841	221	4,000	1,000	1,000
<i>Note Sales</i>	0	6,130	0	4,750,000	4,000,000
	\$330,939	\$317,511	\$254,000	\$4,854,000	\$4,104,000
Total External Revenue	\$509,955	\$601,117	\$487,000	\$5,070,200	\$4,320,200
Interfund Svc Reimbursements					
<i>General</i>	\$2,065,906	\$2,108,631	\$2,307,520	\$2,704,582	\$2,709,527
<i>Autoport Operating</i>	443	275	816	326	326
<i>Buildings Operating</i>	106,689	107,140	166,334	191,966	191,966
<i>Emergency Communications</i>	881,852	1,400,331	510,844	443,481	443,481
<i>Facilities Services</i>	53,144	38,561	47,862	49,593	49,593
<i>Fire & Police Dis. & Retirement</i>	4,861	3,786	4,513	5,594	5,594
<i>Fleet Services</i>	27,675	17,868	18,266	23,362	23,362
<i>Golf Operating</i>	10,901	8,060	7,537	13,624	13,624
<i>Hydroelectric Power</i>	9,337	5,717	9,438	6,469	6,469
<i>Parking Facilities</i>	2,984	3,362	4,588	1,408	1,408
<i>Portland International Raceway</i>	5,966	5,029	6,243	7,245	7,245
<i>Printing/Distribution Services</i>	16,158	13,154	12,571	11,196	11,196
<i>Public Safety Capital</i>	4,840	892	615	0	0
<i>Refuse Disposal</i>	2,125	3,487	9,049	9,214	9,214
<i>Sewer System Operating</i>	339,920	476,911	489,291	566,345	408,028
<i>Transportation Operating</i>	463,307	449,929	541,760	666,791	667,326
<i>Water Operating</i>	430,788	411,434	486,996	538,069	538,069
	\$4,426,896	\$5,054,567	\$4,624,243	\$5,239,265	\$5,086,428
Intra-Fund Reimbursable	\$0	\$3,430	\$65,974	\$156,794	\$156,794
Interfund Cash Transfer					
<i>General</i>	\$188,131	\$44,847	\$242,201	\$83,170	\$115,670
<i>Buildings</i>	0	0	10,200	0	0
<i>Emergency Communications</i>	0	58,911	3,100	56,000	56,000
<i>Facilities Services</i>	0	0	2,800	0	0
<i>Fleet Services</i>	0	0	1,100	0	0
<i>Hydropower</i>	950	0	1,300	0	0
<i>Printing and Distribution Services</i>	0	0	600	0	0
<i>Public Safety Capital</i>	0	0	2,889,663	0	0
<i>Refuse Disposal</i>	0	0	500	0	0
<i>Sewer System</i>	77,362	11,200	71,550	0	16,818
<i>Transportation</i>	3,155	0	45,798	0	408,625
<i>Water</i>	5,412	12,226	240,637	216,400	216,400
	\$275,010	\$127,184	\$3,509,449	\$355,570	\$813,513

COMMUNICATIONS SERVICES (707)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Beginning Balance					
<i>Encumbered</i>	\$419,757	\$0	\$0	\$0	\$0
<i>Unencumbered</i>	4,009,476	4,762,435	4,748,822	1,208,261	2,200,000
	<u>\$4,429,233</u>	<u>\$4,762,435</u>	<u>\$4,748,822</u>	<u>\$1,208,261</u>	<u>\$2,200,000</u>
TOTAL RESOURCES	\$9,641,094	\$10,548,733	\$13,435,488	\$12,030,090	\$12,576,935

REQUIREMENTS

Bureau Expenses

<i>Personal Services</i>	\$853,680	\$962,299	\$964,376	\$1,134,383	\$1,134,383
<i>External Materials & Services</i>	2,826,866	3,328,380	2,552,527	2,503,431	2,503,431
<i>Internal Materials & Services</i>					
<i>General Fund</i>	217,797	242,243	296,420	269,318	269,020
<i>Autoport</i>	0	1,080	1,080	400	400
<i>Computer Services</i>	21,968	22,912	0	35,210	35,210
<i>Facilities Services</i>	46,848	68,619	100,678	264,234	260,324
<i>Fleet Services</i>	25,520	25,509	28,359	27,678	27,678
<i>Insurance & Claims</i>	9,488	10,171	13,086	13,956	13,956
<i>Master Lease</i>	6,968	0	0	0	0
<i>Printing/Distribution</i>	23,030	5,249	16,800	11,967	11,967
<i>Water Fund</i>	0	2,203	2,300	0	0
<i>Workers' Compensation</i>	18,445	18,213	24,103	22,098	22,098
	<u>\$370,064</u>	<u>\$396,199</u>	<u>\$482,826</u>	<u>\$644,861</u>	<u>\$640,653</u>

<i>Capital Outlay</i>	\$430,826	\$577,928	\$8,169,725	\$5,060,570	\$5,736,417
<i>Equipment Cash Transfers</i>	36,912	0	0	0	0
<i>Intra-Fund Agency Credits</i>	0	3,430	65,974	156,794	156,794

Total Bureau Expenses	\$4,518,348	\$5,268,236	\$12,235,428	\$9,500,039	\$10,171,678
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Fund Requirements

<i>Debt Retirement</i>	\$215,000	\$389,599	\$390,000	\$702,000	\$702,000
<i>Transfers to Other Funds - Cash</i>					
<i>General Fund - Overhead</i>	\$145,259	\$165,022	\$148,921	\$221,001	\$221,001
<i>General Fund - Other</i>	0	780	0	0	0
<i>Public Safety Capital Fund</i>	0	0	0	809,356	809,356
<i>Fleet Services Fund - Fuel Mgmt.</i>	51	0	392	0	0
	<u>\$145,310</u>	<u>\$165,802</u>	<u>\$149,313</u>	<u>\$1,030,357</u>	<u>\$1,030,357</u>

<i>General Operating Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$499,747	\$447,498	\$322,704
<i>Compensation Adjustments</i>	0	0	11,000	49,196	49,196
<i>Telecommunications Reserve</i>	0	0	0	151,000	151,000
	<u>\$0</u>	<u>\$0</u>	<u>\$510,747</u>	<u>\$647,694</u>	<u>\$522,900</u>

<i>Unappropriated Ending Balance</i>	\$4,762,436	\$4,725,096	\$150,000	\$150,000	\$150,000
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TOTAL REQUIREMENTS	\$9,641,094	\$10,548,733	\$13,435,488	\$12,030,090	\$12,576,935
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The Communications Services Fund operates and maintains the City's telecommunications, radio, and other electronic systems – such as 911 dispatch, Police sirens, radar guns, and video systems – which are provided to City bureaus and agencies. The total budget for FY 1993–94 is \$12,030,090 which includes operations and maintenance of the electronic systems, as well as the replacement of radio and electronic equipment.

The fund's major source of revenue is service reimbursement transfers from other City bureaus, which total \$5,086,428. Cash transfers from other funds for new equipment total \$355,570. The other major source of revenue is the anticipated sale of \$4 million in debt to complete the purchase and installation of the City's new 800 MHz trunked radio system. The total system cost is \$11.4 million. Replacement reserves collected over the years from City users, as well as cash transfers from other funds have covered all but \$4 of the system cost. For FY 1993–94, Communications has budgeted \$4.5 million in a capital improvement package as the final trunked radio system expenditure.

Communications has budgeted a cash transfer of \$809,356 to the Public Safety Capital Fund. This amount is the difference between the actual General Fund cash obligation and the \$2.8 transferred to the Communications Fund in FY 1992–93. The additional amount was transferred to enable the Communications Fund to meet cash flow requirements related to the radio system. (General Fund dollars were transferred to the Public Safety Capital Fund in FY 1991–92 to cover the General Fund's share of the trunked radio system cost).

Between the Proposed and Adopted Budgets, the Communications Fund increased by a total of \$546,845. Various changes occurred in service reimbursement and cash transfer revenue: Environmental Services decreased its interagency by \$158,317 after resolution of a dispute regarding the level of telecommunications services provided to the bureau; Transportation established a cash transfer in the amount of \$408,625 to cover its required payment for the 800 MHz trunked radio backbone. The timing of the 800 MHz radio project also led to adjustments in the beginning fund balance, and the anticipated amount of note sale in FY 1993–94. Beginning balance was increased by \$991,739 while the note sale amount was decreased by \$750,000.

COMMUNICATION SERVICES (360)
Service Area: Legislative and Support Services
Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$527,977	\$577,102	\$584,454	\$675,392	\$675,392
512000 Part-Time/Limited Term Employees	27,405	8,829	18,800	13,989	13,989
514000 Overtime	18,266	10,971	16,000	62,475	62,475
515000 Premium Pay	26,679	29,506	47,400	48,600	48,600
517000 Benefits	185,093	222,246	236,087	266,516	266,516
Total Personal Services	\$785,420	\$848,654	\$902,741	\$1,066,972	\$1,066,972
521000 Professional Services	\$73,785	\$9,013	\$15,000	\$28,448	\$28,448
522000 Utilities	6,640	6,213	8,500	21,818	21,818
523000 Equipment Rental	825	0	0	0	0
524000 Repair & Maintenance	45,647	37,274	74,000	264,546	264,546
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	2,359,071	2,775,514	2,024,069	1,919,043	1,919,043
531000 Office Supplies	2,493	5,191	3,500	4,500	4,500
532000 Operating Supplies	8,485	6,764	4,000	8,500	8,500
533000 Repair & Maint Supplies	146,264	141,722	144,950	109,763	109,763
534000 Minor Equipment	52,395	159,826	120,263	23,000	23,000
535000 Clothing	1,006	1,208	1,600	4,900	4,900
539000 Other Commodities	320	0	100	100	100
541000 Education	5,559	3,864	7,700	5,500	5,500
542000 Local Travel	6	0	0	0	0
543000 Out-of-Town Travel	6,042	6,358	11,200	8,500	8,500
544000 External Rent	0	0	0	0	0
545000 Interest	50,823	66,565	60,445	34,313	34,313
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	2,421	6,104	3,300	3,200	3,200
Total External Materials & Svcs	\$2,761,782	\$3,225,616	\$2,478,627	\$2,436,131	\$2,436,131
551000 Fleet Services	\$25,520	\$25,509	\$25,254	\$27,478	\$27,478
552000 Printing/Distribution	23,030	5,249	16,800	11,967	11,967
553000 Facilities Services	46,848	59,156	54,900	264,234	260,324
554000 Communications	0	0	0	0	0
555000 Data Processing	21,968	22,912	0	35,210	35,210
556000 Insurance	27,933	10,171	13,086	13,956	13,956
557000 Equipment Lease	6,968	18,213	24,103	22,098	22,098
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	217,797	\$240,249	296,400	269,718	269,420
Total Internal Materials & Svcs	\$370,064	\$381,459	\$430,543	\$644,661	\$640,453
Total Materials & Services	\$3,131,846	\$3,607,075	\$2,909,170	\$3,080,792	\$3,076,584
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	50,000	0	0	0	0
564000 Equipment	239,827	480,984	316,876	382,570	415,070
Total Capital Outlay	\$289,827	\$480,984	\$316,876	\$382,570	\$415,070
573000 Cash Transfer-Equipment	\$36,912	\$0	\$0	\$0	\$0
Total Appropriation	\$4,207,093	\$4,936,713	\$4,128,787	\$4,530,334	\$4,558,626

COMMUNICATION SERVICES (446)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$48,813	\$80,666	\$44,412	\$48,984	\$48,984
512000 Part-Time/Limited Term Employees	0	0	0	0	0
514000 Overtime	0	766	0	0	0
515000 Premium Pay	1,363	1,629	0	0	0
517000 Benefits	18,084	30,585	17,223	18,427	18,427
Total Personal Services	\$68,260	\$113,646	\$61,635	\$67,411	\$67,411
521000 Professional Services	\$3,665	\$79,469	\$50,000	\$40,000	\$40,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	5,000	5,000	5,000
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	0	6,477	3,500	3,300	3,300
531000 Office Supplies	0	0	0	0	0
532000 Operating Supplies	0	212	0	0	0
533000 Repair & Maint Supplies	0	0	0	0	0
534000 Minor Equipment	58,405	7,482	10,000	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	160	2,000	0	0
542000 Local Travel	0	124	0	2,000	2,000
543000 Out-of-Town Travel	2,921	1,233	3,400	2,000	2,000
544000 External Rent	0	0	0	15,000	15,000
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	93	4,178	0	0	0
Total External Materials & Svcs	\$65,084	\$99,335	\$73,900	\$67,300	\$67,300
551000 Fleet Services	\$0	\$0	\$3,105	\$200	\$200
552000 Printing/Distribution	0	0	0	0	0
553000 Facilities Services	0	9,463	45,778	0	0
554000 Communications	0	0	0	0	0
555000 Data Processing	0	0	0	0	0
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	3,430	65,974	156,794	156,794
559000 Other Fund Services	0	\$5,398	3,400	0	0
Total Internal Materials & Svcs	\$0	\$18,291	\$118,257	\$156,994	\$156,994
Total Materials & Services	\$65,084	\$117,626	\$192,157	\$224,294	\$224,294
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	804,222	0	0
564000 Equipment	140,999	96,943	7,048,627	4,678,000	5,321,347
Total Capital Outlay	\$140,999	\$96,943	\$7,852,849	\$4,678,000	\$5,321,347
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$274,343	\$328,215	\$8,106,641	\$4,969,705	\$5,613,052

COMMUNICATIONS SERVICES (360 & 446)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class No.	Title	Actual 90-91	Actual 91-92	Revised Budget FY 92-93		Proposed FY 93-94		Adopted FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
3257	Communications Services Div. Mngr.	0	0	1	\$54,351	1	\$57,594	1	\$57,594
0847	Communications Services Director	1	1	0	0		0		0
3256	Senior Communication Engineer	0	0	1	44,224	1	47,001	1	47,001
3253	Electronic Maint. Supervisor	1	1	1	38,064	0	0	0	0
3251	Communication Technician II	7	6	6	227,427	7	274,491	7	274,491
3249	Telephone Telemetry Technician	1	1	1	32,552	1	33,533	1	33,533
3248	Electronic Technician Asst.	0	1	1	26,100	2	56,170	2	56,170
3109	Technician III	1	2	1	42,282	1	47,484	1	47,484
3108	Technician II	1	0	0	0	0	0	0	0
0410	Storekeeper	1	1	1	29,608	1	30,506	1	30,506
0305	Telephone Coordinator	1	2	2	66,500	3	102,784	3	102,784
0114	Clerical Specialist	0	1	1	23,346	1	25,829	1	25,829
AU 360 - FULL-TIME POSITIONS		14	16	16	\$584,454	18	\$675,392	18	\$675,392
3256	Communication Engineer III	1	1	0	\$0	0	\$0	0	\$0
3256	Senior Communication Engineer	0	0	1	44,412	1	48,984	1	48,984
AU 446 - FULL-TIME POSITIONS		1	1	1	\$44,412	1	\$48,984	1	\$48,984
TOTAL FULL-TIME POSITIONS		15	17	17	628,866	19	724,376	19	724,376

COMMUNICATIONS SERVICES FUND (707)
Certificates of Participation/Limited Tax Notes

DEBT REDEMPTION SCHEDULE

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. Beginning in FY 1992-93 this fund also budgets for debt service on limited tax notes issued for communications equipment. Debt service on notes was previously budgeted in the Master Lease Fund, now renamed the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Certificates	\$1,130,000	09/01/88	09/01/93	6.45%	250,000	250,000	8,063
LTGO Notes	\$645,253	FY 90-91	FY 92-93	Variable Variable	240,326 240,326	165,000	13,250 12,722
					480,652	165,000	25,972
LTGO Notes	\$6,155	FY 91-92	FY 92-93	Variable	6,155	0	278
Proposed Certificates	\$4,000,000	09/27/92	03/01/93	5.50%	4,000,000	287,000	0
TOTAL Communications Service Fund					<u>\$4,736,807</u>	<u>\$702,000</u>	<u>\$34,313</u>

FACILITIES SERVICES (704)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Service Charges and Fees</i>					
<i>Parking Fees</i>	\$121,308	\$126,454	\$141,995	\$143,735	\$143,735
<i>Rents and Reimbursements</i>	132,961	128,484	118,444	205,502	205,502
<i>Miscellaneous</i>	22,020	9,807	0	0	0
	<u>\$276,289</u>	<u>\$264,745</u>	<u>\$260,439</u>	<u>\$349,237</u>	<u>\$349,237</u>
<i>Government Sources</i>					
<i>Multnomah County</i>	\$540,230	\$591,270	\$570,759	\$590,889	\$585,505
<i>Portland Develop Commission</i>	266,153	319,364	334,458	348,194	344,021
<i>Federal Rent</i>	57,201	58,036	59,440	60,661	60,661
	<u>\$863,584</u>	<u>\$968,670</u>	<u>\$964,657</u>	<u>\$999,744</u>	<u>\$990,187</u>
<i>Miscellaneous Revenues</i>					
<i>Sale of Capital Asset</i>	\$0	\$901	\$0	\$0	\$0
<i>Refunds</i>	0	4,333	0	0	0
<i>Interest on Investments</i>	135,756	175,689	95,453	108,000	108,000
<i>Note Sales</i>	0	398,985	731,554	0	4,835,000
<i>Other Miscellaneous Revenue</i>	513,818	21,496	227,040	0	0
	<u>\$649,574</u>	<u>\$601,404</u>	<u>\$1,054,047</u>	<u>\$108,000</u>	<u>\$4,943,000</u>
Total External Revenue	<u>\$1,789,447</u>	<u>\$1,834,819</u>	<u>\$2,279,143</u>	<u>\$1,456,981</u>	<u>\$6,282,424</u>
<i>Interfund Transfers – Service Reimbursements</i>					
<i>General</i>	\$2,415,978	\$2,591,968	\$3,301,405	\$5,765,745	\$5,728,058
<i>Autoport</i>	110,134	155,636	177,313	292,573	290,096
<i>Buildings Operating</i>	295,949	317,416	315,366	322,763	316,849
<i>Cable</i>	0	0	0	10,624	10,429
<i>Communications Services</i>	46,849	68,619	100,678	264,234	260,324
<i>Emergency Communications</i>	263,615	224,497	236,188	244,425	235,537
<i>Fire & Police Dis & Retirement</i>	32,668	32,397	33,975	34,835	34,151
<i>Fleet Services</i>	153,939	108,809	486,439	544,491	541,705
<i>Golf</i>	47,196	98,309	22,583	0	0
<i>Hydropower</i>	0	77	0	0	0
<i>Justice Center</i>	688,980	886,218	959,018	0	0
<i>NW I-405 Recreation</i>	75,235	104,146	102,300	44,622	44,622
<i>Parking Facilities</i>	438,672	557,815	585,525	524,525	514,721
<i>Printing/Distribution</i>	45,369	57,614	14,606	83,688	83,287
<i>Refuse Disposal</i>	0	0	0	28,363	27,842
<i>Sewer System Operating</i>	612,483	669,884	746,390	761,146	748,139
<i>Transportation Operating</i>	790,204	808,312	869,723	903,798	887,228
<i>Water</i>	616,122	600,358	759,162	618,803	607,505
	<u>\$6,633,393</u>	<u>\$7,282,075</u>	<u>\$8,710,671</u>	<u>\$10,444,635</u>	<u>\$10,330,493</u>

FACILITIES SERVICES (704)

FUND SUMMARY

	<i>Actual</i> FY 90-91	<i>Actual</i> FY 91-92	<i>Revised Budget</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
Interfund Cash Transfers (Equipment)					
General	\$0	\$467,600	746,554	86,372	86,372
Fleet Services	0	0	0	0	0
Public Safety Capital	0	0	3,124,965	0	153,295
	\$0	\$467,600	\$3,871,519	\$86,372	\$239,667
Interfund Cash Transfers (Other)					
General	\$965,529	\$675,969	293,034	2,761,645	2,761,645
Federal Grants	11,515	0	0	0	0
Fleet					318,994
	\$977,044	\$675,969	\$293,034	\$2,761,645	\$3,080,639
Beginning Fund Balance	\$1,708,529	\$1,837,975	\$1,670,216	\$2,856,941	\$821,194
TOTAL RESOURCES	\$11,108,413	\$12,098,438	\$16,824,583	\$17,606,574	\$20,754,417

REQUIREMENTS

Bureau Expenses

Personal Svcs	\$1,123,612	\$1,232,617	\$1,198,388	\$1,397,918	\$1,332,057
External Materials & Svcs	5,647,379	6,097,096	7,316,459	6,975,121	8,561,497
Internal Materials & Svcs					
General	225,417	347,380	430,226	497,611	494,846
Autoport	7,830	9,720	9,720	93,366	93,366
Communications Services	53,144	38,561	47,862	49,593	49,593
Computer Services	0	0	0	20,384	20,384
Environmental Services	0	25,073	167,000	0	0
Fleet Services	26,283	28,230	31,867	34,164	34,164
Insure/Claims	36,789	30,128	35,797	34,336	34,336
Parking Facilities	0	0	49,040	100,240	100,240
Printing/Distribution	23,143	7,985	22,153	15,480	15,480
Transportation	2,150	97,373	0	0	0
Water	15,910	3,286	5,300	3,600	3,600
Workers' Compensation	24,687	23,274	38,878	43,756	43,756
Capital Outlay	1,163,190	435,920	4,056,584	2,196,267	4,685,064
Equipment Cash Transfers	25,859	0	0	21,000	21,000
Total Bureau Expenses	\$8,375,393	\$8,376,643	\$13,409,274	\$11,482,836	\$15,489,383

Fund Requirements

Debt Retirement	825,000	1,060,701	1,261,829	2,393,991	2,393,991
Interfund Cash Transfers					
General Fund - Overhead		\$164,585	\$257,425	\$336,154	\$336,154
General		1,559	346	133,425	0
Communications Services		0	2,800	0	0

FACILITIES SERVICES (704)

FUND SUMMARY

	<i>Actual</i> FY 90-91	<i>Actual</i> FY 91-92	<i>Revised Budget</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
<i>Fleet Services</i>		0	0	0	0
<i>Portland Parks Trust</i>		0	260,000	0	0
<i>Public Arts Trust</i>		0	49,705	45,619	45,619
	\$70,045	\$166,144	\$570,276	\$515,198	\$381,773
Contingency					
<i>General Operating Contingency</i>	\$0	\$0	\$1,035,329	\$1,133,382	\$408,103
<i>Compensation Adjustments</i>	0	0	47,875	61,167	61,167
<i>Capital Reserve</i>	0	0	500,000	1,260,000	1,260,000
<i>Future Portland Bldg. Rate Offsets</i>	0	0	0	85,000	85,000
<i>Uncompleted CIP's</i>	0	0	0	675,000	675,000
	\$0	\$0	\$1,583,204	\$3,214,549	\$2,489,270
<i>Unappropriated Ending Fund Balance</i>	\$1,837,975	\$2,494,950	\$0	\$0	\$0
TOTAL REQUIREMENTS	\$11,108,413	\$12,098,438	\$16,824,583	\$17,606,574	\$20,754,417

The Facilities Services Fund was created in FY 1990-91 to account for all of the facilities related programs managed by the Bureau of General Services. In the FY 93-94 budget, the Justice Center Fund is merged with the Facilities Services Fund, thereby saving about \$15,000 a year in administrative costs. The beginning balance of the Facilities Fund includes \$389,613 of residual equity transfer from the Justice Center Fund.

The main revenue source of the fund is service reimbursement transfers (\$10,330,493) for office space rental at the Portland Building and City Hall, and for providing other services such as utilities, building and elevator maintenance, cleaning, security, property and capital project management. Also included are cash transfers to cover the cost of budgeted capital improvement projects, including a \$1.8 million transfer from the General Fund for the new Walnut Park Police Precinct, and a \$500,000 transfer from the General Fund to cover first year costs for Americans with Disability Act (ADA) improvements. Other revenues include parking fees, commercial space rental, office space rental to other governments, and interest on investments.

Between the Proposed and Adopted Budget, a variety of technical adjustments were made to the Facilities Fund budget. The most substantial change adjusted the budget due to the timing of the new Walnut Park North Precinct Project. The Proposed Budget assumed that a note sale would take place in FY 1992-93, that construction would begin that same year, and that the balance of the note proceeds not used would be carried over to FY 1993-94 in Beginning Fund Balance. However, due to delays, the note sale will not take place until FY 1993-94. As a result, in the Adopted Budget Beginning Fund Balance is reduced by \$2,035,757, and note proceeds of \$4.8 million are budgeted. In addition, the capital outlay and external materials and service expenditure items associated with the Walnut Park Project needed to be increased to reflect the fact that work items originally planned for FY 92-93 will now occur in FY 93-94 instead. External materials and services increased by \$1.53 million and capital outlay by \$2.06 million for this reason.

Between the Proposed and Adopted Budget, budgeted general operating contingency was reduced by \$791,140. This reduction relates to the timing of the note sale for another significant capital project, the new 911 Emergency Dispatch Center/Communications Shop. Throughout FY 1992-93, the Facilities Fund used its cash balances to support this project, with the anticipation that a note sale would occur in FY 1992-93 and that the Facilities Fund would be then be reimbursed. The reimbursement would then be used to replenish fund contingency. The general operating contingency amount budgeted in the Approved Budget assumed that this reimbursement had been made. However, the note sale for the Emergency Dispatch Center/Communications Shop was also delayed, and reimbursement will not occur until FY 93-94. When the note sale occurs, Facilities will adjust its budget accordingly, and increase contingency.

FACILITIES SERVICES (732)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$743,476	\$830,899	\$833,976	\$974,565	\$926,228
512000 Part-Time/Limited Term Employees	17,536	20,257	0	0	0
514000 Overtime	49,165	35,004	23,260	40,753	40,753
515000 Premium Pay	14,252	12,083	14,346	14,801	14,801
517000 Benefits	299,183	334,374	326,806	367,799	350,275
Total Personal Services	\$1,123,612	\$1,232,617	\$1,198,388	\$1,397,918	\$1,332,057
521000 Professional Services	\$588,794	\$798,079	\$620,184	\$603,469	\$492,965
522000 Utilities	917,713	922,920	1,024,092	912,022	917,510
523000 Equipment Rental	1,123	556	3,050	3,905	3,905
524000 Repair & Maintenance	1,523,371	1,416,472	2,216,300	1,954,100	1,948,552
528000 Local Match Payment	8,306	225,754	258,280	164,938	164,938
529000 Miscellaneous Services	260,268	382,038	265,315	401,481	401,481
531000 Office Supplies	2,547	4,019	1,838	3,511	3,511
532000 Operating Supplies	87,824	62,330	88,012	82,799	82,799
533000 Repair & Maint Supplies	98,315	98,321	101,325	107,946	107,946
534000 Minor Equipment	15,586	28,996	6,274	24,653	24,653
535000 Clothing	772	835	800	826	826
539000 Other Commodities	1,921	9,179	800	874	874
541000 Education	4,266	8,212	11,750	14,300	14,300
542000 Local Travel	879	1,474	1,700	1,450	1,450
543000 Out-of-Town Travel	69	1,676	1,500	1,025	1,025
544000 External Rent	41,937	53,945	721,517	74,937	74,937
545000 Interest	1,930,982	1,925,614	1,889,731	2,478,780	2,478,780
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	162,706	156,676	103,991	144,105	1,841,045
Total External Materials & Svcs	\$5,647,379	\$6,097,096	\$7,316,459	\$6,975,121	\$8,561,497
551000 Fleet Services	\$26,283	\$28,230	\$31,867	\$34,164	\$34,164
552000 Printing/Distribution	23,143	7,985	22,153	15,480	15,480
553000 Facilities Services	0	0	0	0	0
554000 Communications	53,144	38,561	47,862	49,593	49,593
555000 Data Processing	0	0	0	20,384	20,384
556000 Insurance	61,476	53,402	74,675	78,092	78,092
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	251,307	482,832	661,286	694,817	692,052
Total Internal Materials & Svcs	\$415,353	\$611,010	\$837,843	\$892,530	\$889,765
Total Materials & Services	\$6,062,732	\$6,708,106	\$8,154,302	\$7,867,651	\$9,451,262
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	2,000	302,056	4,014,364	2,189,331	4,678,128
563000 Improvements	1,156,711	119,334	33,220	0	0
564000 Equipment	4,479	14,530	9,000	6,936	6,936
Total Capital Outlay	\$1,163,190	\$435,920	\$4,056,584	\$2,196,267	\$4,685,064
573000 Cash Transfer-Equipment	\$25,859	\$0	\$0	\$21,000	\$21,000
Total Appropriation	\$8,375,393	\$8,376,643	\$13,409,274	\$11,482,836	\$15,489,383

FACILITIES SERVICES (732)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class No.	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		90-91	91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	Lft	Amount
3350	Facilities Manager	1	1	0	0	0	0	0	0
1138	Senior Facilities and Maintenance Manager	0	0	1	55,332	1	60,810	1	60,810
3164	Engineer	1	1	1	51,114	2	101,623	1	53,286
3138	Architectural Supervisor	1	1	1	47,878	1	53,234	1	53,234
3134	Architect	1	1	1	46,374	1	48,337	1	48,337
3108	Technician II	1	1	1	33,373	2	76,284	2	76,284
1443	Painter	1	1	1	33,575	1	34,577	1	34,577
1218	Utility Worker	2	2	2	56,544	0	0	0	0
1116	Lead Building Maintenance Mechanic	1	1	1	35,245	1	36,310	1	36,310
1115	Building Maintenance Mechanic	9	9	9	302,175	11	380,347	11	380,347
1117	Building Maintenance Supervisor	1	1	0	0	0	0	0	0
1058	Trades Supervisor	0	0	1	41,172	1	42,747	1	42,747
1118	Facilities Maintenance Manager	1	1	0	0	0	0	0	0
1054	Trades Manager	0	0	1	48,734	1	54,474	1	54,474
3136	Property Manager	1	1	0	0	0	0	0	0
0970	Program Manager II	0	0	1	45,978	1	48,109	1	48,109
3210	Lease and Property Technician	1	1	0	0	0	0	0	0
0964	Program Specialist	0	0	1	36,482	1	37,713	1	37,713
TOTAL FULL-TIME POSITIONS		22	22	22	833,976	24	974,565	23	926,228

FACILITIES SERVICES FUND (704)
Certificates of Participation/Limited Tax Notes

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. 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. Beginning in FY 1992-93 this fund also budgets for debt service on Certificates and limited tax notes issued for facility projects managed by the Facilities Services Fund. Debt service on these certificates and notes was previously budgeted in the Master Lease Fund, now renamed the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
<u>Certificates</u>	\$14,225,000	07/15/88	07/15/93	6.10%	1,100,000	1,100,000	33,550
Justice Center			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
					10,430,000	1,100,000	368,965
<u>Certificates</u>	\$28,405,000	10/01/89	04/01/94	6.70%	1,000,000	1,000,000	67,000
Portland Building			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
					24,985,000	1,000,000	1,768,125
<u>Certificates</u>	\$535,731	06/01/90	06/01/94	6.10%	80,000	80,000	4,880
Police Vehicle Storage Facility			06/01/95	6.20%	85,000		5,270
			06/01/96	6.25%	90,000		5,625
			06/01/97	6.30%	90,000		5,670
					345,000	80,000	21,445
LTGO Notes	\$248,101	FY 91-92	FY 93-94	Variable	35,034	16,145	1,307
			FY 94-95	Variable	35,034		1,799
			FY 95-96	Variable	35,034		1,518
					105,101	16,145	4,624
LTGO Notes	\$288,285	FY 92-93	FY 93-94	Variable	154,214	154,214	12,711
			FY 94-95	Variable	67,036		10,656
			FY 95-96	Variable	67,036		20,868
					288,286	154,214	44,235
Proposed Certificates	\$7,200,000	09/27/93	03/01/94	5.50%	7,200,000	43,632	271,386
TOTAL Facilities Services Fund					\$43,353,387	\$2,393,991	\$2,478,780

FLEET SERVICES (705)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Service Charges and Fees</i>					
<i>Misc. Services Charges</i>	\$64,503	\$56,053	\$5,000	\$5,000	\$5,000
Miscellaneous Revenues					
<i>Sales of Capital Equipment</i>	529,295	367,307	160,000	200,000	200,000
<i>Sales - Undercover Vehicles</i>	9,919	24,249	10,000	10,000	10,000
<i>Sales - Misc</i>	3,287	1,420	1,000	1,000	1,000
<i>Refunds</i>	30	28	0	0	0
<i>Interest on Investments</i>	379,033	412,234	220,000	300,000	300,000
<i>Misc. Revenues</i>	18,030	235,667	1,000	1,000	1,000
	\$939,594	\$1,040,905	\$392,000	\$512,000	\$512,000
Total External Revenue	\$1,004,097	\$1,096,958	\$397,000	\$517,000	\$517,000
Interfund Svc Reimbursements					
<i>General</i>	\$4,538,288	\$4,324,229	\$4,995,429	\$4,929,780	\$4,903,506
<i>Assessment Collection</i>	0	7	2,070	0	0
<i>Buildings</i>	283,710	248,528	273,222	260,933	260,933
<i>Communications Services</i>	25,523	25,509	25,254	27,478	27,478
<i>Communications Services S/A</i>	0	0	3,105	200	200
<i>Emergency Communications</i>	11,414	8,378	11,679	11,172	11,172
<i>Facilities Services</i>	26,283	28,230	31,867	34,164	34,164
<i>Golf</i>	67,582	83,953	79,499	136,101	125,143
<i>Hydropower</i>	6,330	5,846	8,766	7,771	7,771
<i>PIR</i>	1,178	558	275	269	7,514
<i>Printing/Distribution Services</i>	44,049	31,764	47,685	32,668	32,668
<i>Refuse Disposal</i>	493	524	5,918	5,423	5,423
<i>Sewer System Operating</i>	397,646	490,099	483,076	452,413	452,413
<i>Transportation Operating</i>	4,927,350	5,600,183	5,978,323	5,677,557	5,678,610
<i>Water Operating</i>	1,490,260	1,807,551	1,915,578	2,094,921	2,094,921
	\$11,820,106	\$12,655,359	\$13,861,746	\$13,670,850	\$13,641,916
Interfund Cash Transfers					
<i>General</i>	\$281,358	\$137,372	\$466,158	\$224,909	\$284,909
<i>Buildings</i>	40,519	50,000	13,985	40,000	40,000
<i>Communications</i>	36,963	0	392	0	0
<i>Emergency Communications</i>	39	0	299	0	0
<i>Facilities Services</i>	22,514	0	346	21,000	21,000
<i>Golf</i>	51	85,973	253	0	0
<i>Hydropower</i>	18	0	138	0	0
<i>Printing and Distribution Services</i>	8,120	18,000	921	0	0
<i>Refuse Disposal</i>	0	0	9,000	0	0
<i>Sewer System</i>	18,136	160,000	30,218	34,500	34,500
<i>Transportation</i>	93,056	155,000	0	48,000	48,000
<i>Water</i>	261,890	287,259	356,044	93,000	93,000
	\$762,664	\$893,604	\$877,754	\$461,409	\$521,409

FLEET SERVICES (705)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Beginning Balance					
<i>Encumbered</i>	\$2,056,118	\$2,574,582	\$0	\$0	\$0
<i>Unencumbered</i>	1,884,705	3,013,266	6,112,296	1,721,705	1,721,705
	\$3,940,823	\$5,587,848	\$6,112,296	\$1,721,705	\$1,721,705
TOTAL RESOURCES	\$17,527,690	\$20,233,769	\$21,248,796	\$16,370,964	\$16,402,030

REQUIREMENTS

Bureau Expenses

<i>Personal Services</i>	\$3,240,380	\$3,523,670	\$3,682,002	\$3,734,000	\$3,734,000
<i>External Materials & Services</i>	2,857,144	3,037,180	3,873,620	3,813,679	3,813,679
<i>Internal Materials & Services</i>					
<i>General Fund</i>	277,196	250,279	277,191	253,811	253,561
<i>Autoport</i>	0	21,315	6,734	0	0
<i>Communications Services</i>	27,675	17,869	18,266	23,362	23,362
<i>Computer Services</i>	0	0	0	55,597	55,597
<i>Master Lease</i>	53,000	2,206	0	0	0
<i>Facilities Services</i>	153,940	108,809	486,439	544,491	541,705
<i>Fleet Services</i>	30,080	31,225	40,602	29,559	29,559
<i>Insurance & Claims</i>	18,217	15,505	17,200	19,685	19,685
<i>Printing/Distribution</i>	0	2,560	0	0	0
<i>Water Fund</i>	59,153	68,293	67,400	75,600	75,600
<i>Workers' Compensation</i>	147,971	127,076	145,635	135,943	135,943
	767,232	645,137	1,059,467	1,138,048	1,135,012
<i>Capital Outlay</i>	4,648,305	4,918,709	10,582,030	4,955,070	4,955,070
Total Bureau Expenses	\$11,513,061	\$12,124,696	\$19,197,119	\$13,640,797	\$13,637,761

Fund Requirements

<i>Debt Retirement</i>	0	182,464	130,933	183,000	183,000
<i>Transfers to Other Funds - Cash</i>					
<i>General Fund - Overhead</i>	\$321,781	\$413,921	\$404,251	\$534,604	\$534,604
<i>General Fund - Other</i>	105,000	3,118	0	0	0
<i>Facilities Services</i>	0	0	7,100	0	318,994
	\$426,781	\$417,039	\$411,351	\$534,604	\$853,598
<i>General Operating Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$780,564	\$1,135,491	\$850,599
<i>Compensation Adjustments</i>	0	0	163,829	177,072	177,072
	\$0	\$0	\$944,393	\$1,312,563	\$1,027,671
<i>Unappropriated Ending Balance</i>	\$5,587,848	\$7,509,570	\$565,000	\$700,000	\$700,000
TOTAL REQUIREMENTS	\$17,527,690	\$20,233,769	\$21,248,796	\$16,370,964	\$16,402,030

The Fleet Services Division of the Bureau of General Services provides repair, maintenance, fabrication, body and paint services to the City's fleet of more than 1900 vehicles and pieces of equipment. The Division also operates a 21 unit motorpool to provide City employees with vehicles on a short-term basis. Vehicles and equipment are replaced at the end of their useful life through a capital replacement program.

The Fleet Services Fund accounts for all revenues of the Division. The main source of revenue is from service reimbursement transfers from other City bureaus and funds, totalling \$13,670,850. The budget also includes \$200,000 in revenue from sales capital equipment, and \$300,000 in interest income. Cash transfers for new vehicle purchases total \$461,409. Fleet has budgeted \$700,000 in an unappropriated ending balance. This amount represents the value of the repair parts inventory, and a reserve for future building repairs and maintenance.

Capital outlay expenditures, which cover vehicle replacement purchases, drops to \$4.95 million from \$10.58 million in FY 92-93. The FY 92-93 capital budget was abnormally high due to substantial carryover from prior years.

Between the Proposed and Adopted Budget, minor interagency and cash transfer resource adjustments increased Fleet's overall budget by \$31,066. On the requirements side, Fleet budgeted a cash transfer to Facilities in the amount of \$318,994 to cover the Fuel Management capital project. These dollars were budgeted in fund contingency in the Proposed Budget.

FLEET SERVICES (562)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$2,170,657	\$2,436,750	\$2,539,285	\$2,611,395	\$2,611,395
512000 Part-Time/Limited Term Employees	139,654	39,502	49,000	29,500	29,500
514000 Overtime	20,743	10,450	30,300	18,450	18,450
515000 Premium Pay	23,277	27,515	26,600	38,650	38,650
517000 Benefits	886,049	1,009,453	1,036,817	1,036,005	1,036,005
Total Personal Services	\$3,240,380	\$3,523,670	\$3,682,002	\$3,734,000	\$3,734,000
521000 Professional Services	\$15,729	564	\$2,200	\$2,200	\$2,200
522000 Utilities	96,602	96,195	127,600	130,500	130,500
523000 Equipment Rental	141,339	232,639	370,500	330,500	330,500
524000 Repair & Maintenance	499,696	499,467	714,394	605,300	605,300
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	17,137	22,518	58,700	62,000	62,000
531000 Office Supplies	6,908	12,553	13,650	16,900	16,900
532000 Operating Supplies	391,494	362,233	472,250	463,879	463,879
533000 Repair & Maint Supplies	1,579,332	1,687,126	1,907,745	2,004,500	2,004,500
534000 Minor Equipment	35,690	30,635	43,000	41,000	41,000
535000 Clothing	24,452	26,499	39,600	40,300	40,300
539000 Other Commodities	510	1,048	0	0	0
541000 Education	9,416	12,479	12,400	22,700	22,700
542000 Local Travel	0	0	1,300	900	900
543000 Out-of-Town Travel	2,137	3,661	10,900	10,500	10,500
544000 External Rent	9,204	7,788	13,000	13,000	13,000
545000 Interest	481	16,885	20,381	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	27,017	24,892	66,000	69,500	69,500
Total External Materials & Svcs	\$2,857,144	\$3,037,182	\$3,873,620	\$3,813,679	\$3,813,679
551000 Fleet Services	\$0	0	\$0	\$0	\$0
552000 Printing/Distribution	18,217	15,503	17,200	19,685	19,685
553000 Facilities Services	153,940	108,811	486,439	544,491	541,705
554000 Communications	27,676	17,869	18,266	23,362	23,362
555000 Data Processing	36,031	28,324	0	55,597	55,597
556000 Insurance	178,051	158,301	186,237	165,502	165,502
557000 Equipment Lease	53,000	2,206	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	300,317	314,121	351,325	329,411	329,161
Total Internal Materials & Svcs	\$767,232	\$645,135	\$1,059,467	\$1,138,048	\$1,135,012
Total Materials & Services	\$3,624,376	\$3,682,317	\$4,933,087	\$4,951,727	\$4,948,691
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	339,000	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	4,648,305	4,918,709	10,243,030	4,955,070	4,955,070
Total Capital Outlay	\$4,648,305	\$4,918,709	\$10,582,030	\$4,955,070	\$4,955,070
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$11,513,061	\$12,124,696	\$19,197,119	\$13,640,797	\$13,637,761

FLEET SERVICES (562)

Service Area: Administrative and Support Services

Commissioner—in—Charge: Gretchen Kafoury

FULL—TIME POSITIONS

Class No.	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		90-91 No.	91-92 No.	FY 92-93 No.	FY 92-93 Amount	FY 93-94 No.	FY 93-94 Amount	FY 93-94 No.	FY 93-94 Amount
0548	Administrative Serv. Director	1	1	0	\$0	0	\$0	0	\$0
1956	Sr. Public Works Manager	0	0	1	\$54,351	1	61,972	1	61,972
1533	Lead Auto Mechanic	4	4	4	140,980	2	72,620	2	72,620
1532	Auto Mechanic	29	29	34	1,141,550	38	1,313,926	38	1,313,926
1530	Motorcycle Mechanic	1	1	1	33,575	1	34,577	1	34,577
1522	Metal Fabrication Foreman	1	1	0	0	0	0	0	0
1517	Auto Body Restorer Foreman	1	1	0	0	0	0	0	0
1536	Auto Mechanic Foreman II	4	4	0	0	0	0	0	0
1056	Sr. Trades Supervisor	0	0	1	39,421	1	45,560	1	45,560
1054	Trades Supervisor	0	0	5	194,852	6	251,686	6	251,686
1520	Maintenance Machinist	1	1	1	33,575	1	34,577	1	34,577
1516	Auto Body Restorer	3	3	2	67,150	4	138,308	4	138,308
1513	Welder	3	3	3	100,725	3	103,731	3	103,731
1511	Lead Welder	1	1	1	35,245	1	36,310	1	36,310
1446	Auto Painter	1	1	1	33,575	0	0	0	0
1235	Auto Servicer II	1	1	1	29,733	1	30,631	1	30,631
1232	Auto Servicer I	14	14	8	226,176	3	87,384	3	87,384
1208	Maintenance Worker	0	0	0	0	1	15,973	1	15,973
1542	Operations Div. Supervisor	1	1	0	0	0	0	0	0
1132	Fac. & Maint. Supervisor	0	0	1	46,584	0	0	0	0
1541	Maintenance Div. Supervisor	1	1	0	0	0	0	0	0
1058	Trades Manager	0	0	1	46,585	1	49,538	1	49,538
0827	Management Analyst	1	1	0	0	0	0	0	0
0968	Program Manager I	0	0	1	39,651	1	45,560	1	45,560
0819	Administrative Assistant I	1	1	1	33,470	1	36,522	1	36,522
0430	Auto Parts Specialist	4	4	4	118,432	4	122,024	4	122,024
0413	Stores System Manager	1	1	1	43,392	1	45,786	1	45,786
0220	Secretarial Clerk I	1	1	2	45,018	1	23,177	1	23,177
0221	Secretarial Clerk II	0	0	0	0	1	25,223	1	25,223
	Driver	1	1	0	0	0	0	0	0
	Lead Auto Body Restorer	0	0	1	35,245	1	36,310	1	36,310
TOTAL FULL—TIME POSITIONS		76	76	75	2,539,285	74	2,611,395	74	2,611,395

FLEET SERVICES FUND (705)
Limited Tax General Obligation Notes

DEBT REDEMPTION SCHEDULE

Beginning in FY 1992-93 this fund budgets for debt service on limited tax general obligation notes issued for fleet equipment purchased by other bureaus. Debt service on notes was previously budgeted in the Master Lease Fund, now renamed the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
LTGO Notes	\$326,742	FY 90-91	FY 93-94	Variable	72,139	49,278	1,400
			FY 94-95		72,139		1,400
					144,278		2,800
LTGO Notes	\$218,732	FY 91-92	FY 93-94	Variable	133,722	133,722	5,600
					85,010		5,600
					218,732		11,200
TOTAL Fleet Services Fund					<u>\$363,010</u>	<u>\$183,000</u>	<u>\$14,000</u>

JUSTICE CENTER (710)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Contract</i>	10,618	9,025	5,638	0	0
<i>Interest on Investment</i>	65,280	70,652	70,652	0	0
<i>Total Revenue</i>	\$75,898	\$79,677	\$76,290	\$0	\$0
<i>Transfers from Other Funds- Svc Reimb.</i>					
<i>General</i>	\$2,135,372	\$2,718,869	\$2,389,880	\$0	\$0
<i>Beginning Balance</i>					
<i>Encumbered</i>	\$0	\$0	\$0	\$0	\$0
<i>Unencumbered</i>	101,917	112,201	119,676	0	0
	\$101,917	\$112,201	\$119,676	\$0	\$0
<i>TOTAL RESOURCES</i>	\$2,313,187	\$2,910,747	\$2,585,846	\$0	\$0
<u>REQUIREMENTS</u>					
<i>Personal Services</i>	\$0	\$0	\$0	\$0	\$0
<i>Extenal Materials & Services</i>	523,187	544,878	458,600	0	0
<i>Internal Materials & Services</i>					
<i>General Fund</i>	38,016	13,736	12,993	0	0
<i>Autoport</i>	0	8,640	8,640	0	0
<i>Facilities Services</i>	688,981	886,217	959,018	0	0
	\$726,997	\$908,593	\$980,651	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0
<i>Total Bureau Requirements</i>	\$1,250,184	\$1,453,471	\$1,439,251	\$0	\$0
<i>Debt Retirement</i>	930,000	985,000	1,040,000	0	0
<i>Transfers to Other Funds - Cash</i>					
<i>General Fund - Overhead</i>	\$20,802	\$27,377	\$12,470	\$0	\$0
<i>General Operating Contingency</i>					
<i>General Operating Contingency</i>	\$0	\$0	\$48,015	\$0	\$0
<i>Maintenance Reserve</i>	0	0	46,110	0	0
<i>Total Contingency</i>	\$0	\$0	\$94,125	\$0	\$0
<i>Unappropriated Ending Balance</i>	\$112,201	\$444,899	\$0	\$0	\$0
<i>TOTAL REQUIREMENTS</i>	\$2,313,187	\$2,910,747	\$2,585,846	\$0	\$0

The Justice Center is operated jointly by the City and Multnomah County under a condominium agreement. The City owns 41% of the building which provides office sspace for the Police Bureau and Central Precinct. In the FY 1993-94 Budget, the Justice Center Fund is merged with the Facilities Services Fund, thereby saving about \$15,000 in administrative costs. The beinning balance of the Facilities Fund includes \$389,613 of residual equity transfer from the Justice Center Fund.

JUSTICE CENTER (737)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$0	\$0	\$0	\$0
512000 Part-Time/Limited Term Employees	0	0	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	0	0	0	0	0
Total Personal Services	\$0	\$0	\$0	\$0	\$0
521000 Professional Services	\$0	\$0	\$0	\$0	\$0
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	3,439	3,726	4,000	0	0
531000 Office Supplies	0	0	0	0	0
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maint Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	0	0	0	0	0
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	0	0	0	0	0
544000 External Rent	0	0	0	0	0
545000 Interest	483,850	491,306	405,075	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	35,898	49,845	49,525	0	0
Total External Materials & Svcs	\$523,187	\$544,877	\$458,600	\$0	\$0
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	0	0	0	0	0
553000 Facilities Services	688,981	886,218	959,018	0	0
554000 Communications	0	0	0	0	0
555000 Data Processing	0	0	0	0	0
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	38,016	\$22,376	21,633	0	0
Total Internal Materials & Svcs	\$726,997	\$908,594	\$980,651	\$0	\$0
Total Materials & Services	\$1,250,184	\$1,453,471	\$1,439,251	\$0	\$0
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	0	0	0	0
Total Capital Outlay	\$0	\$0	\$0	\$0	\$0
573000 Cash Transfer-Equipment	\$0	\$0	\$0	\$0	\$0
Total Appropriation	\$1,250,184	\$1,453,471	\$1,439,251	\$0	\$0

PRINTING AND DISTRIBUTION (706)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
External Revenue					
<i>Services Charges and Fees</i>					
<i>Misc. Service Charges</i>	\$211,076	\$188,159	\$224,197	\$176,235	\$176,235
<i>Local Sources</i>					
<i>Multnomah Co. Cost Sharing</i>	2,083,542	856,999	920,136	936,062	936,062
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	60,820	61,994	40,000	30,000	30,000
<i>Other Misc. Revenue</i>	600	352	10,000	1,000	1,000
	61,420	62,346	50,000	31,000	31,000
Total External Revenue	\$2,356,038	\$1,107,504	\$1,194,333	\$1,143,297	\$1,143,297
Interfund Cash Transfers					
<i>General</i>	\$50,896	\$23,600	\$25,900	\$9,000	\$9,000
<i>Sewer System Operating</i>	2,000	13,072	0	0	0
<i>Emergency Communication</i>	3,716	0	0	0	0
<i>Water</i>	625	11,062	16,200	0	0
<i>Transportation Operating</i>	0	9,099	0	0	0
<i>HCD</i>	0	600	0	0	0
<i>Facilities Services</i>	3,390	0			
	60,627	57,433	42,100	9,000	9,000
Interfund Svc Reimbursements					
<i>General</i>	\$1,778,962	\$1,793,169	\$1,857,812	\$1,818,438	\$1,627,775
<i>Sewer System Operating</i>	286,332	445,833	465,234	503,443	503,443
<i>Refuse Disposal</i>	25,310	77,466	67,941	87,465	87,465
<i>Hydropower</i>	2,888	2,697	4,105	3,000	3,000
<i>Water</i>	494,671	550,205	542,325	710,223	710,223
<i>Golf</i>	4,763	10,317	5,000	9,256	9,256
<i>Park System</i>	52	271	0	0	0
<i>PIR</i>	259	504	600	600	600
<i>Transportation Operating</i>	318,000	299,926	403,639	427,071	427,071
<i>Emergency Communications</i>	20,499	26,403	20,000	24,900	24,900
<i>Buildings</i>	225,677	236,098	228,216	254,642	254,642
<i>Fire/Police Dis./Retire.</i>	10,972	12,090	11,759	12,707	12,707
<i>Fleet Operating</i>	18,216	15,506	17,200	19,685	19,685
<i>Communications Services</i>	23,036	5,250	16,808	11,967	11,967
<i>Parking Facilities</i>	0	4,225	0	0	0
<i>Public Safety Levy</i>	749	134	0	0	0
<i>Home Grant Operating</i>	0	0	0	200	200
<i>Facilities Services</i>	23,143	7,987	22,153	15,480	15,480
	3,233,529	3,488,081	3,662,792	3,899,077	3,708,414
Beginning Fund Balance					
<i>Encumbered</i>	\$0	\$87,067	\$0	\$0	\$0
<i>Unencumbered</i>	951,175	1,236,337	900,000	656,068	656,068
<i>Total Beginning Fund Bal.</i>	951,175	1,323,404	900,000	656,068	656,068
TOTAL RESOURCES	\$6,601,369	\$5,976,422	\$5,799,225	\$5,707,442	\$5,516,779

PRINTING AND DISTRIBUTION (706)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>Personal Svcs</i>	\$1,430,229	\$1,227,248	\$1,251,695	\$1,303,534	\$1,303,534
<i>External Materials & Svcs</i>	2,878,537	2,599,635	2,805,361	2,424,949	2,424,949
<i>Internal Materials & Svcs</i>					
<i>General</i>	289,211	303,212	249,913	185,587	185,587
<i>Fleet Services Operating</i>	44,049	31,765	47,685	32,668	32,668
<i>Commun. Service Operating</i>	16,158	13,152	12,571	11,196	11,196
<i>Ins./Claims Operating</i>	15,320	0	19,562	13,814	13,814
<i>Facilities Services Operating</i>	45,369	57,615	14,606	83,688	83,287
<i>Workers' Comp. Operating</i>	28,274	48,809	45,097	40,065	40,065
<i>AutoPort</i>	0	0	71,512	7,200	7,200
<i>Computer Services</i>	0	0	0	75,438	75,438
	\$438,381	\$454,553	\$460,946	\$449,656	\$449,255
<i>Capital Outlay</i>	401,763	484,899	415,100	429,000	429,000
<i>Equipment Cash Transfers</i>					
<i>General</i>	0	0	0	0	0
<i>Fleet Services Operating</i>	8,120	18,000	921	0	0
<i>Communication Services</i>	0	0	600	0	0
Total Bureau Expenses	\$5,157,030	\$4,784,335	\$4,934,623	\$4,607,139	\$4,606,738
Fund Requirements					
<i>Interfund Cash Transfers</i>					
<i>General - Overhead</i>	120,935	181,469	172,273	169,567	169,567
<i>General - Savings Return</i>	0	0	0	189,281	0
	120,935	181,469	172,273	358,848	169,567
<i>Contingency</i>					
<i>General Oper Contingency</i>	0	0	376,950	409,060	408,079
<i>Compensation Adjustment</i>	0	0	30,781	56,465	56,465
<i>Revenue Shortfall Reserve</i>	0	0	0	173,934	173,934
<i>Replacement Reserve</i>	0	0	0	101,996	101,996
	0	0	407,731	741,455	740,474
<i>Unapprop Ending Balance</i>	1,323,404	1,010,618	284,598	0	0
Total Fund Requirements	1,444,339	1,192,087	864,602	1,100,303	910,041
TOTAL REQUIREMENTS	\$6,601,369	\$5,976,422	\$5,799,225	\$5,707,442	\$5,516,779

The Printing and Distribution Services Division of the Bureau of General Services provides support services to all City bureaus, Multnomah County and other governmental agencies. These services include printing and binding, microfilming, blueprinting, copy machines and xerography, mail processing, inserting and addressing, and delivery of interoffice mail and supplies. While a majority of the services are provided by in-house personnel, approximately 30% of the reproduction work is performed by outside vendors.

The Printing and Distribution Services Fund accounts for all revenues and expenditures of the Division. The main source of revenue is from service reimbursement transfers from other City bureaus and funds, totalling \$3,708,414 which is 1.25% higher than the revised FY 92-93 budget. Multnomah County contracts with the Printing and Distribution Division for printing services, and is expected to pay \$936,062 in the next year.

In FY 93-94, earlier mail pick up will allow for greater pre-sorting, which will generate \$50,000 in postage savings. In addition, system wide printing standards for vended printing and quality printing options will produce overall cost savings of almost \$400,000 for City bureaus.

PRINTING AND DISTRIBUTION SERVICES (354)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$901,514	\$739,777	\$787,855	\$820,214	\$820,214
512000 Part-Time/Limited Term Employees	50,971	66,382	53,000	65,250	65,250
514000 Overtime	49,870	50,099	57,000	41,000	41,000
515000 Premium Pay	19,554	23,421	13,000	17,500	17,500
517000 Benefits	408,320	347,569	340,840	359,570	359,570
Total Personal Services	\$1,430,229	\$1,227,248	\$1,251,695	\$1,303,534	\$1,303,534
521000 Professional Services	897	\$0	\$1,000	1,000	1,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	8,184	4,750	4,000	6,000	6,000
524000 Repair & Maintenance	217,112	192,045	293,500	276,000	276,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	1,984,499	1,912,177	1,605,833	1,231,506	1,231,506
531000 Office Supplies	4,298	5,229	4,000	4,443	4,443
532000 Operating Supplies	586,688	420,991	842,828	862,000	862,000
533000 Repair & Maint Supplies	4,894	2,687	6,300	4,800	4,800
534000 Minor Equipment	5,469	17,340	4,500	8,000	8,000
535000 Clothing	1,299	3,407	4,500	5,500	5,500
539000 Other Commodities	0	0	0	0	0
541000 Education	2,243	2,102	3,000	18,500	18,500
542000 Local Travel	1,104	1,420	1,900	2,700	2,700
543000 Out-of-Town Travel	4,275	1,908	4,000	4,500	4,500
544000 External Rent	52,325	12,075	5,000	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	5,250	23,504	25,000	0	0
Total External Materials & Svcs	\$2,878,537	\$2,599,635	\$2,805,361	\$2,424,949	\$2,424,949
551000 Fleet Services	\$44,049	\$31,765	\$47,685	\$32,668	\$32,668
552000 Printing/Distribution	0	0	0	0	0
553000 Facilities Services	45,369	57,615	14,606	83,688	83,287
554000 Communications	16,158	13,152	12,571	11,196	11,196
555000 Data Processing	0	0	0	75,438	75,438
556000 Insurance	43,594	48,809	64,659	53,879	53,879
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	289,211	303,212	321,425	192,787	192,787
Total Internal Materials & Svcs	\$438,381	\$454,553	\$460,946	\$449,656	\$449,255
Total Materials & Services	\$3,316,918	\$3,054,188	\$3,266,307	\$2,874,605	\$2,874,204
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	23,893	117,227	5,000	0	0
564000 Equipment	377,870	367,672	410,100	429,000	429,000
Total Capital Outlay	\$401,763	\$484,899	\$415,100	\$429,000	\$429,000
573000 Cash Transfer-Equipment	8,120	18,000	1,521	0	0
Total Appropriation	\$5,157,030	\$4,784,335	\$4,934,623	\$4,607,139	\$4,606,738

PRINTING AND DISTRIBUTION DIVISION (354)

Service Area: Administrative and Support Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class No.	Title	Actual 90-91	Actual 91-92	Revised Budget FY 92-93		Proposed FY 93-94		Adopted FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0356	Printing & Distribution Mgr.	1	1	1	\$54,351	1	\$61,686	1	\$61,686
0512	Billing Accountant	1	1	1	32,907	1	33,888	1	33,888
0363	Repro. & Distribution Supervisor	0	1	0	0	0	0	0	0
0968	Program Manager I	0	0	1	40,507	1	45,211	1	45,211
0354	Repro. Operator III	3	3	3	106,800	3	109,995	3	109,995
0353	Repro. Coordinator	1	1	0	0	0	0	0	0
1054	Trades Supervisor	0	0	1	37,897	1	41,519	1	41,519
0351	Repro. Operator II	5	2	3	92,646	3	89,053	3	89,053
0350	Repro. Operator I	8	8	8	205,970	8	211,225	8	211,225
0128	Distribution Coordinator	1	1	1	22,509	1	23,177	1	23,177
0220	Secretarial Clerk	1	0	0	0	0	0	0	0
0129	Lead Delivery Driver	0	0	0	0	0	30,444	0	30,444
0127	Delivery Driver	5	4	4	114,381	4	87,384	4	87,384
0126	Mail Clerk II	2	1	1	25,077	1	25,829	1	25,829
0125	Mail Clerk I	4	2	2	36,561	2	42,554	2	42,554
0349	Repro Operator Trainee	0	0	1	18,249	1	18,249	1	18,249
TOTAL FULL-TIME POSITIONS		32	25	27	\$787,855	27	\$820,214	27	\$820,214

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$7,374,425	\$7,854,936	\$8,564,068	\$8,974,955	\$9,156,105
<i>External Materials and Services</i>	2,472,202	2,293,267	2,966,349	2,381,138	2,514,755
<i>Internal Materials and Services</i>	2,404,660	2,429,053	2,698,491	2,581,790	2,532,983
<i>Minor Capital Outlay</i>	167,856	150,229	65,358	34,715	37,215
<i>Cash Transfers-Equipment</i>	0	6,000	2,800	0	0
Total Operating Budget	\$12,419,143	\$12,733,485	\$14,297,066	\$13,972,598	\$14,241,058
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$12,419,143	\$12,733,485	\$14,297,066	\$13,972,598	\$14,241,058
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$13,972,598	\$14,241,058
Authorized Full-Time Positions					
<i>Total</i>	164	162	169	164	166
<i>General Fund Discretionary</i>	50	39	42	37	37
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		2,893,031	3,542,437	3,369,123	3,505,826
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		74,167	55,500	53,816	20,515
<i>Contract Revenue</i>		79,061	15,896	20,000	58,476
<i>Interagency Services</i>		5,398,901	6,106,263	5,917,786	6,044,368
<i>Bureau Program Revenue</i>		72,050	66,199	66,665	66,665
<i>Overhead Revenue from Other Funds</i>		4,216,275	4,510,771	4,545,208	4,545,208
Total Non-Discretionary Revenues		9,840,454	10,754,629	10,603,475	10,735,232
Total General Fund Resources		\$12,733,485	\$14,297,066	\$13,972,598	\$14,241,058
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Administrative Services</i>		\$8,825,337	\$9,750,892	\$9,446,637	\$9,424,183
<i>Positions</i>		108	114	111	111
<i>Financial Planning</i>		930,946	1,089,400	1,230,538	1,286,680
<i>Positions</i>		13	13	13	13
<i>Urban Services</i>		253,606	267,472	274,822	273,009
<i>Positions</i>		3	3	3	3
<i>Affirmative Action</i>		285,983	350,050	396,420	421,453
<i>Positions</i>		5	5	5	5
<i>Personnel</i>		2,004,673	2,378,833	2,198,338	2,232,661
<i>Positions</i>		30	31	30	30
<i>Debt Management</i>		291,452	305,346	311,707	455,943
<i>Positions</i>		2	2	2	4
<i>Strategic Planning</i>		141,488	155,073	114,136	147,129
<i>Positions</i>		1	1	0	0
TOTAL PROGRAMS		\$12,733,485	\$14,297,066	\$13,972,598	\$14,241,058
<i>Positions</i>		162	169	164	166

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner—in—Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of Finance and Administration (OF&A) is charged with responsibility for managing the City's financial activities to ensure fiscal soundness and integrity; managing the City's personnel system; the Affirmative Action Program to ensure representation in the City's workforce of women and minorities; the City's Urban Services Program which impacts City revenues and service levels; and the City's computer and insurance related business and services.

The Office of Finance and Administration is responsible for designing and implementing Council adopted policies which guide OF&A in meeting the City's objectives of managing the City's financial activities and the City's personnel system. These policies include: the annual Financial Plan, the annual Budget Guidelines and Council Budget directives, the Comprehensive Financial Policy, the General Reserve Policy, the Investment Policy as well as the Affirmative Action Plan, Personnel Rules, the Compensation Policy, and Collective Bargaining agreements.

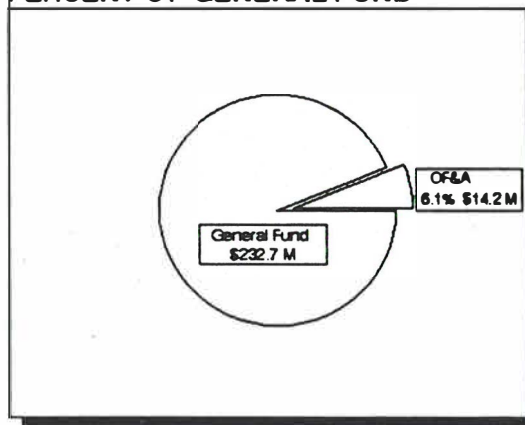
The Office of Finance and Administration has made significant contributions to the improved financial condition and internal operations of the City. The creation and implementation of financial policies and financial forecasting and reporting systems have retained the City's Aaa bond rating and led to the creation of a General Reserve Fund to compensate for unexpected financial setbacks and recessions. The City has received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for the past three years. Further, OF&A has consistently received a Certificate of Achievement in Government Financial Reporting from GFOA over the past decade.

The Office of Finance and Administration has embarked on a customer service/business plan development effort to reevaluate its business practices over the next two plus years. As increased pressure is placed on bureaus to provide more and better services with fewer resources, OF&A must become more efficient in its delivery of services. This process will empower all employees to seek new and more efficient ways of improving services to OF&A customers.

Major changes from the OF&A budget from FY 1992–93 to FY 1993–94 include the following:

- The Computer Services Division will complete an IBM Data Mainframe consolidation with Multnomah County and the Police Bureau. Potential savings of \$2.8 million over a five year period will be split between the jurisdictions.
- The Bureau of Financial Planning has created a Utility Review Team to provide enhanced review of rates to assist Council in their decision making. In addition, the bureau will continue to review and streamline budget preparation and monitoring systems and processes, including further development of a zero based budgeting system, implementation of multi-year budgeting, and an improved performance measurement system.
- The Bureau of Personnel will conduct a review and redesign of that City's human resources system processes. Single position and bureau specific recruitments and early stage grievance resolutions will be transferred to bureaus. As a result, Personnel will be reduced by one position.

PERCENT OF GENERAL FUND



OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

- Efficiencies implemented in Accounting include distributed accounts payable for all bureaus for direct payments, and distributed TARs entry for major bureaus. These two changes eliminate duplicate efforts, saving time in both bureaus and central accounting. Seven full-time positions were eliminated in Accounting as a result of these two system changes.
- The Bureau of Emergency Communications has transferred four Management Information System (MIS) positions to Computer Services to support the implementation of the new Computer Aided Dispatch system.
- The Debt Management Program has added two positions to provide in-house services for debt planning and transaction management, arbitrage compliance, capital planning, project feasibility analysis, credit rating, and marketing relations. These services were previously provided via contract with an independent financial advisor.

The FY 1993-94 Adopted Budget for OF&A is \$14.2 million. Due to efficiencies discussed above, the OF&A budget submission was approximately \$500,000 below FY 1992-93 levels. However, the transfer of positions from BOEC, the expansion of the Debt Management program, and the inclusion of the Future Focus budget within OF&A's target allocation results in a net budget reduction of \$56,000 between FY 92-93 and FY 1993-94. The total number of positions has declined from 169 to 166.

DESCRIPTION OF PROGRAMS

Administrative Services

This program is composed of the Accounting, Grants Compliance, Treasury, Computers, Risk Management and IBIS Project management.

Financial Planning

The Bureau of Financial Planning includes the functions of budget preparation and administration, long-range forecasting, revenue analysis, council support and special projects.

Urban Services

This program is responsible for providing municipal services to specific unincorporated urban areas which surround Portland, and to ensure the continued growth of the metropolitan region's central City.

Debt Management

This program is responsible for managing the Capital Budget, City's issuance of new debt and administer 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.

Personnel

This bureau is responsible for the timely recruitment and selection of qualified applicants for City employment.

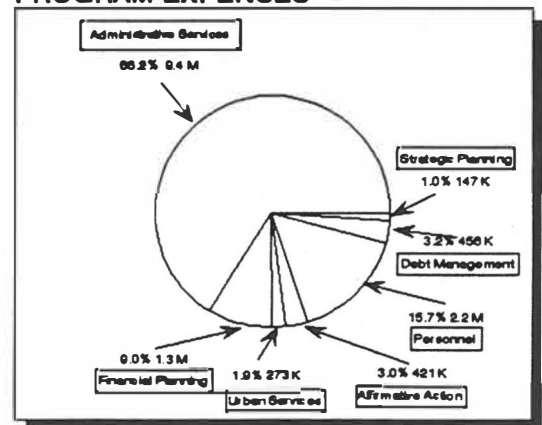
Affirmative Action

The City Portland and Multnomah County continue an intergovernmental agreement for joint affirmative actions programs.

Strategic Planning

The program is a unique planning process designed to help maintain and enhance the high quality of life in Portland.

PROGRAM EXPENSES



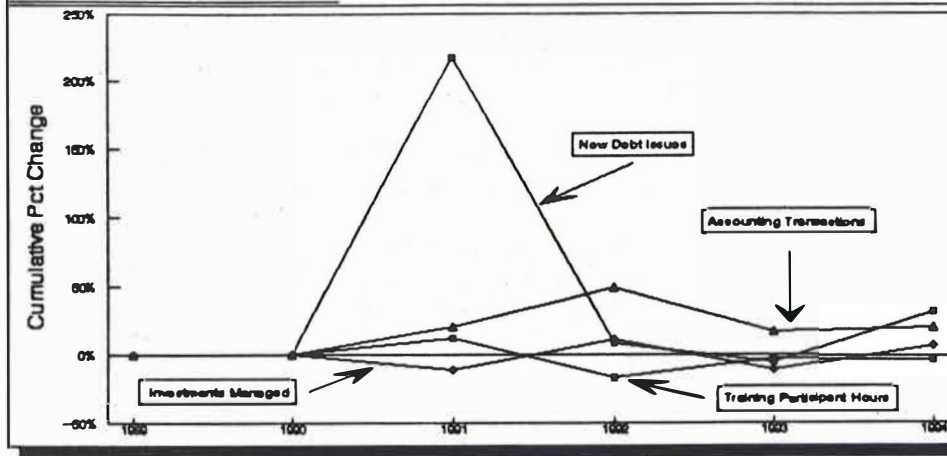
OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

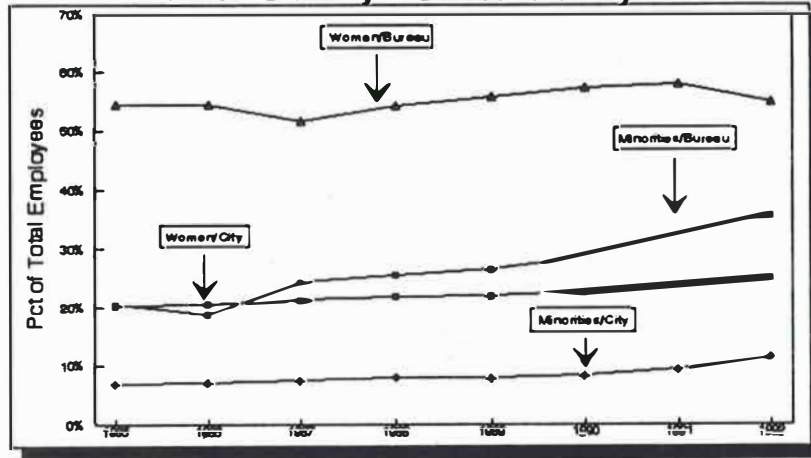
SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



- Accounting transactions have remained constant
- New debt issues have risen slightly since FY 1991-92 as a result of low municipal borrowing rates.
- Investments managed declined in FY 1991-92 because the City did not issue TANS.
- Training Participant hours have increased since FY 1990-91.

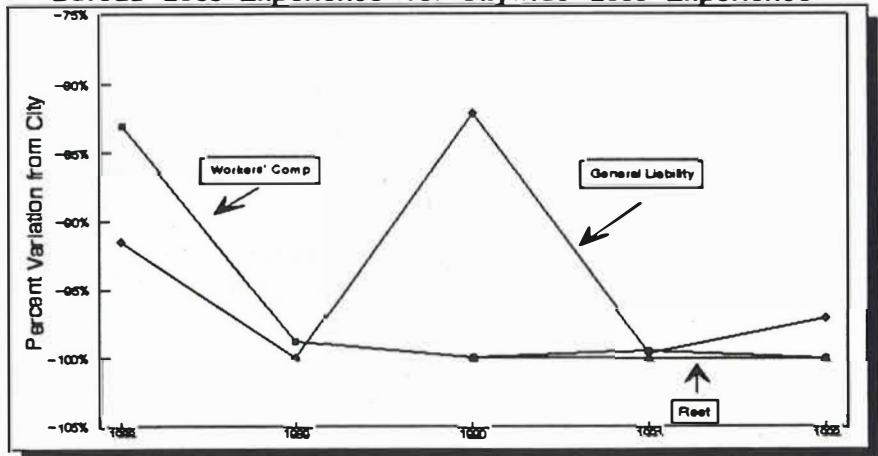
Workforce Diversity – Bureau vs. Citywide



- The Office's percentage of women employees is about 60% while the city's average is approximately 25%
- The Office's percentage of minority employees is approximately 35%, exceeding the city average of 12%

Bureau Loss Experience Vs. Citywide Loss Experience

- Worker's Compensation claims and General liability claims are well below the city average.
- There has been no Fleet liability claims.
- The estimated annual savings resulting from a 15% reduction in claims is \$3,429.



OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

- Continued development and implementation of customer service/business plan effort to reevaluate how OF&A conducts business and improve the quality of services to customers.
- Implement performance evaluation system for non-represented employees.
- Continue to cooperatively seek solutions to rising benefit costs through the Labor/Management Committee.
- Continue to manage implementation of Portland Future Focus.
- Continue to review and streamline budget preparation and monitoring systems, and processes, including development of a zero base budgeting system, implementation of multi-year budgeting, and an improved performance measurement system.
- Implement consolidation of City, Police Bureau and Multnomah County's IBM data centers.
- Assist in the development and/or improvement of loss control and safety programs in City bureaus with a goal of reducing claims activity by 15%.
- Review and redesign of the City's human resources systems and processes.
- Enhanced review of utility rates to assist Council in their decision making.

MAJOR BUDGET NOTES

- Risk Management will be responsible for reducing worker's compensation and liability claims during FY 1993-94 through the implementation of bureau loss control plans.
- The Bureau of Personnel and the Affirmative Action Office will analyze career path opportunities for minorities from entry level senior positions.
- Complete city-wide review and develop recommendations for improving performance measurement within the City.
- The Office of Finance and Administration shall coordinate the evaluation of city-wide computer resources directed at establishing the most cost-effective means of providing city-wide computer services and developing standards for computer support staff.

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

<u>EFFECTIVENESS MEASURES</u>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
General Fund Forecast within 3% of Actual	*	3%	3%	3%
% Bureau overexpenditure of total budget	*	2%	2%	1%
Number of days it takes Accounts Payable to pay a bill from the date of receipt on invoice and or receiving report, (Turnaround time)	10-15	10-15	10	10
Number of days after FY to issue comprehensive Annual Financial Report	150-175	150-175	180	180
% of computer program problems resolved within 1 day	*	*	90%	90%
% reduction in claims	*	*	15%	15%
Classification/Compensation review completed in 30 days	*	90%	90%	90%
Length of time to establish eligibility lists (in months)	2.25	2.0	1.9	1.9
<u>EFFICIENCY MEASURES</u>				
Control Programming Analyst Rate (\$/hr)	39.90	40.70	40.70	40.70
Personal services costs per classification review	*	*	\$632	\$632
Personal services costs per exam administered	\$7,924	\$4,605	\$5,804	\$5,804
Personal services costs per training participant	*	*	\$15	\$25
<u>WORKLOAD MEASURES</u>				
No. of Federal Grants with fiscal activity	58	67	67	67
Treasury Transactions	958,000	950,000	960,000	960,000
No. of invoices processed	94,447	90,000	45,000	45,000
Population Added	1,367	7,500	10,000	10,000
Training participant hours	13,067	11,844	13,000	13,000
Claim Frequency reductions	1,463	1,848	1,374	1,374
New Debt Issues	124	108	150	150

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$4,525,805	\$4,756,404	\$6,059,109	\$6,367,701	\$6,465,773
512000 Part-Time/Limited-Term Employees	97,730	109,539	77,180	123,845	158,521
514000 Overtime	90,428	76,333	85,128	67,285	67,285
515000 Premium Pay	7,961	11,700	8,497	8,497	8,497
517000 Benefits	2,652,501	2,900,960	2,334,154	2,407,627	2,456,029
Total Personal Services	\$7,374,425	\$7,854,936	\$8,564,068	\$8,974,955	\$9,156,105
521000 Professional Services	\$799,771	\$605,407	\$1,116,035	\$897,627	\$891,742
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	339,622	355,916	350,798	42,669	42,669
524000 Repair & Maintenance	352,324	342,354	313,721	257,471	257,971
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	632,435	666,936	730,371	758,560	761,710
531000 Office Supplies	83,610	69,855	87,544	77,364	77,864
532000 Operating Supplies	85,909	71,910	62,119	53,125	53,125
533000 Repair & Maintenance Supplies	89	50	118	103	103
534000 Minor Equipment	16,068	3,884	8,076	5,264	5,264
535000 Clothing	0	0	0	0	0
539000 Other Commodities	958	83	1,500	1,533	1,533
541000 Education	71,190	70,753	84,285	100,132	100,632
542000 Local Travel	12,199	13,130	17,041	17,522	17,522
543000 Out-of-Town Travel	19,852	27,188	53,223	48,258	48,258
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	58,175	65,801	141,518	121,510	256,362
Subtotal External Materials & Services	\$2,472,202	\$2,293,267	\$2,966,349	\$2,381,138	\$2,514,755
551000 Fleet Services	\$9,595	\$9,269	\$12,550	\$12,577	\$12,577
552000 Printing/Distribution	356,370	321,576	333,388	343,495	310,997
553000 Facilities Services	601,718	611,038	663,112	678,603	662,294
554000 Communications	178,238	159,408	161,219	176,451	176,451
555000 Data Processing	975,381	1,101,921	1,176,161	1,132,759	1,132,759
556000 Insurance	180,699	201,289	208,727	153,149	153,149
557000 Equipment Lease	88,389	0	0	43,078	43,078
558000 Same Fund Services	14,000	21,312	140,094	38,078	38,078
559000 Other Fund Services	270	3,240	3,240	3,600	3,600
Subtotal Internal Materials & Services	\$2,404,660	\$2,429,053	\$2,698,491	\$2,581,790	\$2,532,983
Total Materials & Services	\$4,876,862	\$4,722,320	\$5,664,840	\$4,962,928	\$5,047,738
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	167,856	150,229	65,358	34,715	37,215
Total Capital Outlay	\$167,856	\$150,229	\$65,358	\$34,715	\$37,215
573000 Cash Transfers – Equipment	\$0	\$6,000	\$2,800	\$0	\$0
Total Bureau Expenses	\$12,419,143	\$12,733,485	\$14,297,066	\$13,972,598	\$14,241,058

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget	Proposed	Adopted
		FY 90-91	FY 91-92	FY 92-93	FY 93-94	FY 93-94
		No.	No.	No. Amount	No. Amount	No. Amount
TOTALS FROM PREVIOUS PAGE		67	63	61 2,591,330	63 2,836,449	65 2,934,521
0610	Personnel Analyst I	6	5	0 0	0 0	0 0
0610	Human Resources Analyst	0	0	7 233,387	4 148,258	4 148,258
0609	Personnel Technician	4	2	0 0	0 0	0 0
0962	Assistant Program Specialist	0	0	2 52,424	2 69,112	2 69,112
0601	Civil Svc. Sec.	0	1	1 33,471	1 37,104	1 37,104
0651	Banking & Investment Analyst	2	2	2 72,704	2 74,876	2 74,876
0544	Administrative Services Officer	1	1	0 0	0 0	0 0
0924	Administrative Supervisor II	0	0	1 44,370	1 48,123	1 48,123
0533	Accounting Manager	1	1	1 54,288	1 57,307	1 57,307
0519	General Ledger Supervisor	1	1	0 0	0 0	0 0
0516	Principal Accountant	3	2	0 0	0 0	0 0
0531	Accounting Supervisor III	0	0	4 180,966	4 193,796	4 193,796
0514	Associate Accountant	4	4	4 121,016	3 94,773	3 94,773
0515	Senior Accountant	5	5	5 172,817	5 178,084	5 178,084
0511	Accounts Payable Audit Clerk	1	1	1 25,724	1 26,497	1 26,497
0510	Accounting Assistant	16	18	17 411,730	13 354,842	13 354,842
0390	Computer Operations Supervisor	0	1	0 0	0 0	0 0
2516	Computer Operations Manager	0	0	1 48,233	1 51,695	1 51,695
0384	Technical Services Manager	1	1	0 0	0 0	0 0
0376	Deputy Dir. Systems & Programming	1	1	0 0	0 0	0 0
---	Customer Services Manager	1	1	0 0	0 0	0 0
0376	Senior Information Systems Mgr	0	0	3 170,569	3 180,340	3 180,340
0383	Principal Programmer Analyst	0	1	0 0	0 0	0 0
0380	MIS Analyst	1	1	0 0	0 0	0 0
0374	Systems & Programming Manager	1	1	0 0	0 0	0 0
2546	Information Systems Supervisor	0	0	3 154,303	4 196,105	4 196,105
0379	Assistant MIS Analyst	4	4	0 0	0 0	0 0
2544	Senior MIS Support Analyst	0	0	2 73,080	4 151,631	4 151,631
2542	MIS Support Analyst	0	0	2 32,086	2 71,994	2 71,994
2540	MIS Support Technician	0	0	1 35,183	3 98,866	3 98,866
0382	Senior Systems Programmer	2	2	0 0	0 0	0 0
0381	Systems Programmer	1	1	0 0	0 0	0 0
2522	Senior Systems Programmer	0	0	3 148,269	3 155,901	3 155,901
0375	Computer Services Director	1	1	0 0	0 0	0 0
2554	Computer Services Manager	0	0	1 64,999	1 67,254	1 67,254
0373	Senior Programming Analyst	5	5	0 0	0 0	0 0
2534	Senior Programming Analyst	0	0	6 257,426	6 283,252	6 283,252
0372	Programmer Analyst	4	5	0 0	0 0	0 0
2532	Programmer Analyst	0	0	5 177,078	4 152,318	4 152,318
0371	Data Processing Analyst	2	2	0 0	0 0	0 0
2512	Data Processing Analyst/Operator	0	0	2 73,622	2 77,446	2 77,446
0365	Data Processing Technician	3	3	0 0	0 0	0 0
2510	Data Processing Technician	0	0	4 115,298	4 117,466	4 117,466
0345	Word Processing Operator I	2	1	1 22,134	1 25,599	1 25,599
0222	Secretarial Assistant	2	3	3 75,482	3 75,867	3 75,867
0221	Secretarial Clerk II	5	5	5 110,257	6 143,360	6 143,360
0220	Secretarial Clerk I	3	4	5 106,813	4 84,249	4 84,249
0210	Office Clerk	1	1	1 21,277	0 0	0 0
0140	Data Entry Clerk	4	4	4 89,252	2 56,321	2 56,321
0114	Clerical Specialist	8	7	10 235,021	11 258,816	11 258,816
0110	Clerk 1	1	1	0 0	0 0	0 0
0000	IBIS Project Manager	0	0	1 54,500	0 0	0 0
TOTAL FULL-TIME POSITIONS		164	162	169 6,059,109	164 6,367,701	166 6,465,773

OFFICE OF FINANCE AND ADMINISTRATION (307)

Service Area: Legislative/Administrative/Support/Services

Commissioner – in – Charge: Mayor Vera Katz

FULL – TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0831	Director, Finance & Admin	1	1	1	72,495	1	78,977	1	78,977
4167	Resource Development Spec	0	1	1	39,004	0	0	0	0
3233	Assistant Annexation Coord	1	1	1	44,119	0	0	0	0
3231	Planner B	2	0	0	0	0	0	0	0
7460	Human Resources Coord. I	1	1	0	0	0	0	0	0
0968	Program Manager I	0	0	1	39,004	2	92,457	2	92,457
0944	Urban Economist	1	1	1	51,929	1	55,770	1	55,770
0943	Economist II	0	0	0	0	1	46,061	1	46,061
0942	Economist I	0	0	1	41,482	1	44,652	1	44,652
0900	Staff Assistant	3	4	0	0	0	0	0	0
0816	Senior Administrative Specialist	0	0	4	102,693	4	108,660	4	108,660
0871	Risk Operations Supervisor	1	1	0	0	0	0	0	0
0856	Workers' Comp. Supervisor	1	1	0	0	0	0	0	0
0854	Liability Claims Supervisor	1	1	0	0	0	0	0	0
0850	Loss Control Supervisor	1	1	0	0	0	0	0	0
0970	Program Manager II	0	0	5	246,546	5	255,528	5	255,528
0870	Senior Risk Analyst	1	1	0	0	0	0	0	0
0864	Senior Grants Analyst	1	1	0	0	0	0	0	0
0832	Principal Financial Analyst	0	0	3	137,934	3	157,727	3	157,727
0833	Principal Debt Analyst	0	0	0	0	0	0	1	52,945
0831	Senior Debt Analyst	0	0	0	0	0	0	2	88,100
0863	Grants Analyst	2	2	0	0	0	0	0	0
0827	Management Analyst	3	0	0	0	0	0	0	0
0827	Financial Analyst	1	1	4	155,464	4	165,821	3	122,848
0862	Deputy Treasurer	1	1	0	0	0	0	0	0
0828	Senior Management Analyst	4	7	0	0	0	0	0	0
0834	Debt Manager	0	0	1	45,978	1	63,893	1	63,893
0828	Senior Financial Analyst	0	0	4	168,658	4	173,587	4	173,587
0860	City Treasurer	1	1	1	60,072	1	65,908	1	65,908
0859	Assistant Claims Technician	2	2	2	51,324	2	52,868	2	52,868
0858	Claims Technician	4	3	3	86,550	3	90,756	3	90,756
0857	Claims Adjuster	4	4	0	0	0	0	0	0
0849	Loss Control Representative	1	1	0	0	0	0	0	0
0964	Program Specialist	0	0	6	216,943	6	229,715	6	229,715
0853	Risk Manager	1	1	1	58,318	1	63,266	1	63,266
0839	Director Admin. Services	1	1	1	66,231	1	74,500	1	74,500
0830	Financial Planning Director	1	1	1	66,231	1	73,007	1	73,007
0826	Assistant Management Analyst	2	2	0	0	0	0	0	0
0826	Assistant Financial Analyst	0	0	1	33,046	1	35,397	1	35,397
0819	Administrative Assistant I	2	2	0	0	0	0	0	0
0368	Data Entry Coordinator	1	1	0	0	0	0	0	0
0920	Administrative Supervisor I	0	0	3	93,175	3	108,053	3	108,053
0815	Urban Services Manager	1	0	0	0	0	0	0	0
0809	Urban Services Public Involve	1	0	0	0	0	0	0	0
0640	Personnel Director	1	1	1	66,231	1	71,763	1	71,763
0630	Employee Relations Officer	1	1	1	56,021	1	59,487	1	59,487
0625	Recruitment/Selection Manager	1	1	1	46,695	1	51,380	1	51,380
0624	Affirmative Action Officer	1	0	0	0	0	0	0	0
0621	Affirmative Action Analyst	1	1	0	0	0	0	0	0
0610	Human Resources Analyst-AA	0	0	0	0	0	0	0	0
0614	Personnel Analyst III	5	6	0	0	0	0	0	0
0614	Human Resources Coordinator	0	0	4	184,530	4	193,609	4	193,609
0612	Personnel Analyst II	9	8	0	0	0	0	0	0
0612	Senior Human Resources Analyst	0	0	8	360,657	10	423,607	10	423,607
		67	63	61	2,591,330	63	2,836,449	65	2,934,521

COMPUTER SERVICES FUND (711)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
Multnomah cost sharing	\$0	\$12,056	\$0	\$0	\$0
Local Sources	0	7,897	7,867	1,078	1,078
Note Sales	0	179,802	232,139	356,384	356,384
Interest Earnings	0	36,769	17,000	17,000	17,000
Other Miscellaneous	0	845	0	0	0
Total Revenue	0	237,369	257,006	374,462	374,462
<i>Interfund Cash Transfers</i>					
General	0	0	70,000	12,800	12,800
Transportation Operating	0	26,318	0	0	0
<i>Interfund Service Reimbursements</i>					
General Fund	0	2,063,177	2,264,343	2,192,320	2,192,320
Buildings Operating	0	96,523	49,736	47,824	47,824
Cable Commission	0	0	0	380	380
Communication Services	0	22,912	0	35,210	35,210
Emergency Communication	0	17,657	56,782	278,752	278,752
Facilities	0	0	0	20,384	20,384
Fleet Operating	0	28,324	0	55,597	55,597
FPDR	0	4,988	6,793	6,374	6,374
Golf Operating	0	1,708	2,409	4,784	4,784
Hydroelectric Power Operating	0	63	415	537	537
Parking	0	0	0	1,089	1,089
PIR Operating	0	295	642	970	970
Printing	0	0	0	75,438	75,438
Public Safety Capital	0	0	137	51,805	51,805
Sewage Disposal	0	353,246	100,425	157,484	157,484
Transportation Operating	0	106,113	101,934	115,309	115,309
Water	0	981,574	908,154	898,336	898,336
	0	3,676,580	3,491,770	3,942,593	3,942,593
<i>Beginning Fund Balance</i>					
Encumbered	0	0	0	0	0
Unencumbered	0	0	310,971	200,326	200,326
Total Beginning Fund Balance	0	0	310,971	200,326	200,326
TOTAL RESOURCES	\$0	\$3,940,267	\$4,129,747	\$4,530,181	\$4,530,181
REQUIREMENTS					
<i>Bureau Requirements</i>					
External Materials & Services	\$0	\$36,241	\$58,039	\$42,408	\$42,408
Internal Materials & Services					
General	0	3,077,745	3,155,463	3,575,459	3,563,871
Master Lease Acquisition	0	280,463	0	0	0
	0	3,394,449	3,213,502	3,617,867	3,606,279

COMPUTER SERVICES FUND (711)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Capital Outlay</i>	0	194,497	344,236	381,384	381,384
Total Bureau Requirements	0	3,588,946	3,557,738	3,999,251	3,987,663
Contingency					
<i>General Operating Contingency</i>	0	0	103,700	161,410	172,998
<i>COLA Contingency</i>	0	0	66,434	73,066	73,066
<i>Encumbrance Carryover</i>	0	0	0	0	0
Total Contingency	0	0	170,134	234,476	246,064
Transfers to Other Funds – Cash					
<i>Intermediate Debt Fund</i>	0	0	0	0	0
<i>Sewage System Operating</i>	0	31,582	5,264	5,264	5,264
<i>General Fund (O/H)</i>	0	0	36,110	58,945	58,945
Debt Retirement	0	0	360,501	232,245	232,245
Unappropriated Ending Balance	0	319,739	0	0	0
TOTAL REQUIREMENTS	\$0	\$3,940,267	\$4,129,747	\$4,530,181	\$4,530,181
EXPENDITURES – AU 550					
<i>Materials and Services</i>					
<i>5450 Interest</i>	\$0	\$36,241	\$58,039	\$42,408	\$42,408
<i>5570 Equipment Lease</i>	0	280,463	0	0	0
<i>5590 Other Fund Services</i>	0	3,077,745	3,155,463	3,575,459	3,563,871
	0	3,394,449	3,213,502	3,617,867	3,606,279
<i>Capital Outlay</i>					
<i>5640 Equipment</i>	0	194,497	344,236	381,384	381,384
<i>5660 Equipment Lease Purchase</i>	0	0	0	0	0
	0	194,497	344,236	381,384	381,384
TOTAL APPROPRIATION	\$0	\$3,588,946	\$3,557,738	\$3,999,251	\$3,987,663

The Computer Services working capital fund was established in FY 1991–92. The functions this new operation provides have previously been budgeted within the General Fund in the Office of Finance and Administration (OF&A).

The Computer Fund receives revenues and records expenditures associated with facilitating multi-year funding of major capital purchases of data processing equipment.

The total FY 1993–94 budget for the Computer Services Fund is \$4,530,181. The Fund is backed by interagency and contract revenue. The interagency revenue for 1993–94 totals \$3,942,593, an increase of \$450,813, or 12.9%, from the 1992–93 Revised Budget. This is primarily due to transfer of four employees from the Bureau of Emergency Communications to Computer Services (approximately \$220,000), an increase in IBIS maintenance support costs (approximately \$100,000), and inflation (approximately \$120,000).

COMPUTER SERVICES FUND (711)
Limited Tax General Obligation Notes

DEBT REDEMPTION SCHEDULE

Beginning in FY 1992-93 this fund budgets for debt service on limited tax general obligation notes issued for computer equipment. Debt service on notes was previously budgeted in the Master Lease Fund, now renamed the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
LTGO Notes	\$927,705	FY 90-91	FY 93-94	Variable	134,381	134,381	2,977
			FY 94-95	Variable	298,138	238,166	5,963
			FY 95-96	Variable	298,138		5,963
					730,657	372,547	14,902
LTGO Notes	\$180,437	FY 91-92	FY 92-93	Variable	60,000	60,000	2,400
			FY 93-94	Variable	60,000	60,000	2,400
			FY 94-95	Variable	35,090	35,090	1,404
			FY 94-95	Variable	25,347	25,347	1,018
					180,437	180,437	7,217
LTGO Notes	\$232,139	FY 92-93	FY 94-95	Variable	77,380	51,808	3,059
			FY 95-96	Variable	77,380		3,059
			FY 96-97	Variable	77,380		3,059
					232,140	51,808	9,178
LTGO Notes	\$760,680	FY 93-94	FY 95-96	Variable	253,560		9,912
			FY 96-97	Variable	253,560		9,912
			FY 97-98	Variable	253,560		9,913
					760,680	0	29,738
TOTAL Computer Services Fund					\$1,903,914	\$604,792	\$61,035

HEALTH INSURANCE FUND (701)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>City Contributions</i>	\$10,714,210	\$9,041,983	\$12,045,147	\$13,249,662	\$13,249,662
<i>Transfer of Residual Equity:</i>					
<i>DCTU Health Insurance</i>	0	2,318,213	0	0	\$0
<i>Interest</i>	247,407	223,240	222,457	284,557	\$284,557
<i>Other Misc. Revenues</i>	851,380	1,980,356	766,991	1,586,343	\$1,586,343
<i>Total Revenue</i>	11,812,997	13,563,792	13,034,595	15,120,562	15,120,562
<i>Beginning Fund Balance</i>	1,780,263	2,917,455	4,044,679	7,113,923	\$7,113,923
<u>TOTAL RESOURCES</u>	<u>\$13,593,260</u>	<u>\$16,481,247</u>	<u>\$17,079,274</u>	<u>\$22,234,485</u>	<u>\$22,234,485</u>
<u>REQUIREMENTS</u>					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$10,272,477	\$10,356,247	\$11,918,700	\$12,810,536	\$12,810,536
<i>Internal Materials & Services</i>					
<i>General Fund</i>	361,678	318,999	480,418	470,034	466,827
<i>Total Bureau Requirements</i>	10,634,155	10,675,246	12,399,118	13,280,570	13,277,363
<i>Fund Requirements</i>					
<i>Transfers to Other Funds - Cash</i>					
<i>General-Overhead</i>	41,650	112,871	83,975	76,516	76,516
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	4,596,181	8,877,399	8,880,606
<i>Unappropriated Ending Balance</i>	2,917,455	5,693,130	0	0	0
<i>Total Fund Requirements</i>	2,917,455	5,693,130	4,596,181	8,877,399	8,880,606
<u>TOTAL REQUIREMENTS</u>	<u>\$13,593,260</u>	<u>\$16,481,247</u>	<u>\$17,079,274</u>	<u>\$22,234,485</u>	<u>\$22,234,485</u>
<u>EXPENDITURES - AU 465</u>					
<i>External Materials and Services</i>					
<i>5210 Professional Services</i>	\$445,120	\$536,408	\$547,153	\$701,277	\$701,277
<i>5290 Miscellaneous Services</i>	9,827,357	9,819,839	11,371,547	12,109,259	12,109,259
<i>Internal Materials and Services</i>					
<i>5590 Others Fund Services</i>	361,678	318,999	480,418	470,034	466,827
<u>TOTAL APPROPRIATION</u>	<u>\$10,634,155</u>	<u>\$10,675,246</u>	<u>\$12,399,118</u>	<u>\$13,280,570</u>	<u>\$13,277,363</u>

The Health Insurance Fund is used for payment of medical claims for employees, dependents, retirees, and others who participate in the City's self-insured medical plans. All interest accrued to the Health Fund shall be available to meet fund obligations. The Health Insurance Fund is administered by the Risk Management Division of the Bureau of Administrative Services. The Division is responsible for managing the City's employee benefit programs which include medical, dental, vision, life, supplemental (voluntary) life, long term disability, and deferred compensation. Benefit programs are offered to employees either on a "fixed" basis or through a cafeteria plan called "Beneflex".

The Health Fund is to be maintained with sufficient reserves to pay all plan expenses. The fund reserves include the Incurred But Not Reported (IBNR) claim reserve, the large claim reserve (for claims in excess of \$100,000 in a plan year) and the Budget Stabilization Reserve (BSR). The BSR is the reserve established to hold the unused "cap" for future bureau employee benefit expenditures. The IBNR requirement is calculated multiplying monthly claims cost by 2.5. IBNR reserve requirements for FY 1992-93 is \$2,421,655. The large claim reserve has been established at \$1,366,892. The BSR is estimated to be \$1.7 million.

City contributions have been increased to reflect projected costs and labor agreement caps on City contributions. The Joint Management Labor Committee is required to make plan changes by March 1 of each year. Staff and related Materials and Services for the fund are budgeted in the Office of Finance and Administration (OF&A) appropriation unit in the General Fund, and the Health Insurance Fund reimburses the General Fund through an Interagency Agreement. The Adopted budget maintains current benefit plan levels.

INSURANCE AND CLAIMS FUND (708)

FUND SUMMARY

	Actual FY 90-91	Actual FY 91-92	Revised Budget FY 92-93	Proposed FY 93-94	Adopted FY 93-94
RESOURCES					
Revenue					
Miscellaneous Revenues					
Interest	\$292,937	\$238,484	\$200,520	\$166,434	\$166,434
Other Misc. Revenues	89,870	73,051	39,828	39,009	39,009
Total Revenue	382,807	311,535	240,348	205,443	205,443
Interfund Service Reimbursements					
General	1,737,062	1,694,226	2,164,320	2,120,303	2,120,303
Auto Port Operating	3,905	5,626	4,073	0	0
Buildings Operating	73,175	76,394	88,407	86,351	86,351
Cable Commission	0	0	0	1,522	1,522
Communication Services	9,488	10,171	13,086	13,956	13,956
Emergency Communications	46,422	54,294	88,629	83,430	83,430
Fleet Operating	30,080	31,225	40,602	29,559	29,559
Golf	11,341	14,802	18,281	15,089	15,089
Hydropower Operating	22,768	23,818	23,833	23,906	23,906
Parking Facilities	14,815	12,343	13,961	0	0
PIR	10,938	13,427	12,382	13,935	13,935
Portland Building Operating	36,789	30,128	35,797	34,336	34,336
Printing/Distribution	12,746	15,320	19,562	13,814	13,814
Sewer System Operating	134,500	190,393	255,091	225,069	225,069
Transportation Operating	354,580	408,606	580,291	496,918	496,918
Water	266,798	269,354	336,998	329,938	329,938
	2,765,407	2,850,127	3,695,313	3,488,126	3,488,126
Beginning Fund Balance					
Encumbered	0	0	0	0	0
Unencumbered	3,864,479	3,960,522	3,643,289	4,160,848	4,160,848
Total Beginning Fund Balance	3,864,479	3,960,522	3,643,289	4,160,848	4,160,848
TOTAL RESOURCES	\$7,012,693	\$7,122,184	\$7,578,950	\$7,854,417	\$7,854,417
REQUIREMENTS					
Bureau Requirements					
External Materials & Services	\$1,750,257	\$1,923,941	\$2,054,581	\$2,016,914	\$2,016,914
Internal Materials & Services					
General	1,152,784	1,260,058	1,396,978	1,427,160	1,423,846
Capital Outlay	7,199	0	0	0	0
Total Bureau Requirements	2,910,240	3,183,999	3,451,559	3,444,074	3,440,760
Contingency					
General Operating Contingency	0	0	4,067,614	4,319,138	4,322,452
Transfers to Other Funds - Cash					
General-Overhead	141,931	91,642	59,777	91,205	91,205
General Fund	0	2,079	0	0	0
	141,931	93,721	59,777	91,205	91,205
Unappropriated Ending Balance	3,960,522	3,844,464	0	0	0
TOTAL REQUIREMENTS	\$7,012,693	\$7,122,184	\$7,578,950	\$7,854,417	\$7,854,417

INSURANCE AND CLAIMS FUND (708)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES – AU 572					
External Materials and Services					
5210 Professional Services	\$74,717	\$276,884	\$102,000	\$102,000	\$102,000
5290 Miscellaneous	1,672,495	1,647,057	1,952,581	1,914,914	1,914,914
5290 Miscellaneous	3,045	0	0	0	0
Internal Materials and Services					
5590 Other Fund Services	1,152,784	1,260,058	0	0	0
5640 Capital Equipment	7,199	0	1,396,978	1,427,160	1,423,846
TOTAL APPROPRIATION	\$2,910,240	\$3,183,999	\$3,451,559	\$3,444,074	\$3,440,760

The Insurance & Claims Fund is responsible for providing all bureaus with loss control services and risk management support, as well as for reviewing all fleet and general liability claims and negotiating settlements. The fund also supports management of the City's commercial insurance portfolio. Staff and related Materials and Services for the fund are budgeted in the Office of Finance and Administration (OF&A) appropriation unit in the General Fund, and the Insurance and Claims Fund reimburses the General Fund through an Interagency Agreement.

Expenditures in the fund are primarily for claims payments, which are budgeted at \$2,305,950 for FY 93-94, an increase of \$61,301 from 1992-93. Projected claims are based upon the level estimated by the independent actuarial study completed for the period ending June 30, 1992. The primary resource to this fund is from interagency (I/A) charges to city bureaus. Overall I/A charges are decreasing by \$207,187 from the Revised 1992-93 charges, largely due to lower than projected claims payment experience last year and a favorable beginning balance FY 1992-93.

The reserve requirement assumed within this budget is based upon the last actuarial study. The actuarial report gives a range for the recommended reserve levels needed to cover outstanding incurred liabilities. This range of estimates is produced by calculating reserves at various confidence levels (i.e., probability that actual losses will not exceed the reserve level). In addition to the range based on various confidence levels, reserves are stated at a discounted level, which takes into account the fact that this fund earns interest on fund balances. The FY 1993-94 interagency calculation uses a \$4,134,371 liability reserve requirement, per the June 30, 1992 estimate at the discounted 60% confidence level.

WORKERS' COMPENSATION FUND (709)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 92-93</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest</i>	\$415,702	\$469,108	\$338,410	\$334,810	\$334,810
<i>Other Misc. Revenues</i>	287,960	225,670	159,307	151,529	151,529
Total Revenue	703,662	694,778	497,717	486,339	486,339
<i>Interfund Service Reimbursements</i>					
<i>General</i>	1,636,040	1,527,115	1,654,848	1,555,958	1,555,958
<i>Buildings Operating</i>	139,191	129,649	120,880	108,705	108,705
<i>Cable Commision</i>	0	0	0	4,409	4,409
<i>Communication Services</i>	18,448	18,213	24,103	22,098	22,098
<i>Emergency Communications</i>	123,977	134,687	180,358	266,491	266,491
<i>Facilities Services</i>	24,687	23,274	38,878	43,756	43,756
<i>Fleet Operating</i>	147,971	127,076	145,635	135,943	135,943
<i>Golf</i>	44,971	45,930	55,344	41,772	41,772
<i>Hydropower Operating</i>	6,405	6,127	4,688	4,236	4,236
<i>PIR</i>	3,783	6,023	7,323	6,128	6,128
<i>Printing/Distribution</i>	30,848	33,489	45,097	40,065	40,065
<i>Sewer System Operating</i>	393,998	407,675	375,963	333,142	333,142
<i>Transportation Operating</i>	1,007,324	1,076,402	1,084,961	1,103,556	1,103,556
<i>Water</i>	772,525	734,478	961,594	946,594	946,594
	4,350,168	4,270,138	4,699,672	4,612,853	4,612,853
<i>Beginning Fund Balance</i>					
<i>Encumbered</i>	0	0	0	0	0
<i>Unencumbered</i>	4,265,876	6,010,800	6,150,363	8,370,248	8,370,248
Total Beginning Fund Balance	4,265,876	6,010,800	6,150,363	8,370,248	8,370,248
TOTAL RESOURCES	\$9,319,706	\$10,975,716	\$11,347,752	\$13,469,440	\$13,469,440
REQUIREMENTS					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$2,405,731	\$2,203,635	\$3,265,667	\$3,138,686	\$3,138,686
<i>Internal Materials & Services</i>					
<i>General</i>	836,307	1,019,168	1,334,759	1,294,385	1,306,071
<i>Capital Outlay</i>	11,699	4,925	0	0	0
Total Bureau Requirements	3,253,737	3,227,728	4,600,426	4,433,071	4,444,757
<i>Contingency</i>					
<i>General Operating Contingency</i>	0	0	6,657,878	8,917,302	8,905,616
<i>Transfers to Other Funds - Cash</i>					
<i>General-Overhead</i>	55,209	100,239	89,448	119,067	119,067
<i>General Fund</i>	0	2,339	0	0	0
	55,209	102,578	89,448	119,067	119,067
Unappropriated Ending Balance	6,010,760	7,645,410	0	0	0
TOTAL REQUIREMENTS	\$9,319,706	\$10,975,716	\$11,347,752	\$13,469,440	\$13,469,440

WORKERS' COMPENSATION(577)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>EXPENDITURES – AU 577</i>					
<i>Materials and Services</i>					
5210 Professional Services	\$306,420	\$252,554	\$89,000	\$89,000	\$89,000
5290 Miscellaneous Services	2,095,953	1,944,408	3,176,667	3,049,686	3,049,686
5490 Miscellaneous	2,264	6,673	0	0	0
5590 Other Fund Services	837,401	1,019,168	1,334,759	1,294,385	1,306,071
<i>Capital Outlay</i>					
5640 Equipment	11,699	4,925	0	0	0
<i>TOTAL APPROPRIATION</i>	3,253,737	3,227,728	4,600,426	4,433,071	4,444,757

The Worker's Compensation Fund supports management of the Worker's Compensation self-insurance program and loss control services to minimize occupational injury and illness. As in previous years, the Employee Assistance Program (EAP) and Health and Fitness Program as also included in this AU. Staff and related Materials and Services for the fund are budgeted in the Office of Finance and Administration (OF&A) appropriation unit in the General Fund, and the Workers' Compensation Fund reimburses the General Fund through an Interagency Agreement.

Expenditures in the fund are primarily for claims payments, which are budgeted at \$2,973,635 for FY 93-94, a decrease of \$79,778 from 1992-93. Projected claims are based upon the level estimated by the independent actuarial study completed for the period ending June 30, 1992. The primary resource to this fund is from interagency (I/A) charges to city bureaus. Overall I/A charges are decreasing by \$86,819 from the Revised 1992-93 charges.

The reserve requirement assumed within this budget is based upon the last actuarial study. The actuarial report gives a range for the recommended reserve levels needed to cover outstanding incurred liabilities. This range of estimates is produced by calculating reserves at various confidence levels (i.e., probability that actual losses will not exceed the reserve level). In addition to the range based on various confidence levels, reserves are stated at a discounted level, which takes into account the fact that this fund earns interest on fund balances. The reserve requirement is \$8,390,680 at the discounted 60% confidence level, per the actuarial estimate June 30, 1992.

SUNDRY TRUST FUNDS (603)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>RESOURCES</u>					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$3,774	\$3,566	\$6,000	\$0	\$0
<i>Interest Income - Other</i>	\$0	\$611	\$0	\$0	\$0
Total Revenue	3,774	4,177	6,000	0	0
Beginning Fund Balance	58,300	62,074	69,000	0	0
TOTAL RESOURCES	\$62,074	\$66,251	\$75,000	\$0	\$0
<u>REQUIREMENTS</u>					
<i>Bureau Requirements</i>					
<i>External Materials & Services</i>	\$0	\$0	\$0	\$0	\$0
General Operating Contingency	0	0	12,000	0	0
<i>Transfers to Other Funds - Cash</i>					
<i>Portland Parks Memorial Trust</i>	0	0	63,000	0	0
<i>Unappropriated Ending Balance</i>	62,074	66,251	0	0	0
TOTAL REQUIREMENTS	\$62,074	\$66,251	\$75,000	\$0	\$0

The Sundry Trust Fund combines small miscellaneous trust funds. The Sundry Trust will be closed in FY 1993-94. The remaining balance of the fund will be transferred to a trustee account managed by the City Treasurer.

The Portland Posterity Trust Fund was established in 1924 through a gift of \$1,000 to the City of Portland. The \$1,000 was deposited in the Ladd & Tilton Bank, which is now the United States National Bank of Oregon. Since then the balance has grown to \$9,831 as of FY 1991-92. The donor stipulated that the gift remain with the bank until the passage of 200 years or the balance of the trust account totalled \$100 million. At such time that either of the above requirements are met, the Mayor of the City of Portland, the President of the Bank, and the Editor of the Oregonian are to make a decision as to how the citizens of Portland can best be served by its expenditure.

The Civic Emergency Fund is managed by the Office of Finance and Administration. It has historically been comingled within Memorial Budgeted Funds. The fund is governed by City Code Section 5.04.020. There has been minimal activity since the Boxing and Wrestling Commission Fund was closed pursuant to a change in ORS 463 which created a State Boxing and Wrestling Commission to regulate boxing and wrestling activity within the State.

FEDERAL AND STATE GRANTS FUND (252)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>External Revenue</i>					
<i>Federal Sources</i>					
<i>Grants</i>	\$6,211,710	\$5,131,974	\$9,119,765	\$15,329,493	\$14,934,818
<i>Prior Year Unaccrued</i>	16,805	4,630	0	0	0
	6,228,515	5,136,604	9,119,765	15,329,493	14,934,818
<i>State Grants</i>	302,673	90,186	166,501	250,000	250,000
<i>Local Cost Sharing</i>	450,663	702,659	0	50,000	50,000
<i>Private Grants/Donations</i>	280,020	107,670	95,894	34,500	34,500
<i>Other Miscellaneous</i>	0	0	0	0	0
	1,033,356	900,515	262,395	334,500	334,500
Total External Revenue	7,261,871	6,037,119	9,382,160	15,663,993	15,269,318
<i>Beginning Fund Balance</i>	0	0	0	0	0
TOTAL RESOURCES	\$7,261,871	\$6,037,119	\$9,382,160	\$15,663,993	\$15,269,318
REQUIREMENTS					
<i>Bureau Expenses</i>					
<i>External Materials & Services</i>	\$1,982,859	\$448,450	\$1,129,004	\$3,855,000	\$3,855,000
<i>Fund Requirements</i>					
<i>Interfund Cash Transfers</i>					
<i>General - Direct</i>	1,490,238	1,632,693	2,518,441	2,917,382	2,917,382
<i>General - Indirect</i>	55,459	0	0	0	0
<i>Transportation</i>	2,782,367	2,322,440	5,050,946	6,811,611	6,416,936
<i>Transportation Construction</i>	0	(22,580)	0	0	0
<i>Sewer System</i>	0	0	3,000	0	0
<i>Water</i>	145,436	545,937	302,500	2,080,000	2,080,000
<i>Refuse Disposal Fund</i>	282,420	870,902	0	0	0
<i>Sewer System Construction</i>	523,092	239,277	378,269	0	0
	5,279,012	5,588,669	8,253,156	11,808,993	11,414,318
<i>Unappropriated Ending Balance</i>	0	0	0	0	0
TOTAL REQUIREMENTS	\$7,261,871	\$6,037,119	\$9,382,160	\$15,663,993	\$15,269,318
EXPENDITURES - AU 244					
<i>External Materials and Services</i>					
<i>5260 Misc Services</i>	\$1,982,859	\$448,850	\$1,129,004	\$3,855,000	\$3,855,000
TOTAL APPROPRIATION	\$1,982,859	\$448,850	\$1,129,004	\$3,855,000	\$3,855,000

The Federal/State Grants Fund serves as the centralized grant clearing fund for all Federal/State/ Foundation grants received by the City of Portland. Funds are received in this fund and transferred to the operating bureau or paid directly to the Portland Development Commission, as expenses are incurred. An increase of over \$6 million dollars budgeted for FY 1993-94 compared to FY 1992-93 is due to the receipt of funding for several new major grants during FY 1993-94. These include Westside Light Rail, Central City Trolley cars, Springwater Corridor, North Transit Mall extension, and new federal funding for infrastructure and highways (called ISTEA). Between the Proposed and Adopted Budget, the anticipated grant funding available for the N. Transit Mall project decreased by almost \$400,000.

INTERMEDIATE DEBT SERVICE FUND (702)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Transfers from Other Funds – Service Reimbursements</i>					
<i>General</i>					
<i>Fire Bureau</i>	\$1,004,480	\$1,223,111	\$775,280	\$1,104,096	\$1,104,096
<i>Parks Bureau</i>	482	40,674	112,835	171,579	171,579
<i>Police Bureau</i>	90,000	0	3,000	101,114	101,114
<i>OF&A</i>	88,390	90,607	0	43,078	43,078
<i>Auditor</i>	0	0	0	3,000	3,000
	<u>1,183,352</u>	<u>1,354,392</u>	<u>891,115</u>	<u>1,422,867</u>	<u>1,422,867</u>
<i>Emergency Communications</i>	0	0	0	0	0
<i>Transportation Operating</i>	156,655	310,912	218,193	126,760	126,760
<i>Fleet Operating</i>	53,000	2,206	0	0	0
<i>Communications Operating</i>	70,467	280,463	0	0	0
<i>Portland Autoport</i>	0	0	0	0	0
<i>Computer Services</i>	0	0	0	391,174	391,174
	<u>280,122</u>	<u>593,581</u>	<u>218,193</u>	<u>517,934</u>	<u>517,934</u>
<i>Other Miscellaneous</i>	0	245,340	0	0	0
<i>Beginning Balance</i>	1	1	0	0	0
TOTAL RESOURCES	\$1,463,475	\$2,193,314	\$1,109,308	\$1,940,801	\$1,940,801
REQUIREMENTS					
<i>External Materials & Services</i>					
<i>Interest</i>	\$0	\$95,005	\$190,720	\$236,230	\$236,230
<i>Internal Materials and Services</i>					
<i>Other Fund Services</i>	0	0	0	0	0
<i>Capital Outlay</i>					
<i>Equipment Lease/Purchase</i>	1,463,474	0	0	0	0
<i>Other Requirements</i>					
<i>Debt Retirement</i>	0	1,852,968	918,588	1,704,571	1,704,571
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	1	245,341	0	0	0
TOTAL REQUIREMENTS	\$1,463,475	\$2,193,314	\$1,109,308	\$1,940,801	\$1,940,801
EXPENDITURES – AU 782					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$0	\$95,005	\$190,720	\$236,230	\$236,230
<i>Internal Materials and Services</i>					
<i>5590 Other Fund Services</i>	0	0	0	0	0
<i>Capital Outlay</i>					
<i>5660 Equipment Lease/Purchase</i>	1,463,474	0	0	0	0
<i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	0	1,852,968	918,588	1,704,571	1,704,571
TOTAL APPROPRIATION	\$1,463,474	\$1,947,973	\$1,109,308	\$1,940,801	\$1,940,801

The Master Lease Fund has been renamed the Intermediate Debt Service Fund for FY 92-93. This fund was amended in FY 91-92 to pay principal and interest for governmental fund types on Limited Tax General Obligation Notes and Certificate of Participation issued to finance purchases of equipment and facilities.

INTERMEDIATE DEBT SERVICE FUND (702)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Transfers from Other Funds – Service Reimbursements</i>					
<i>General</i>					
<i>Fire Bureau</i>	\$1,004,480	\$1,223,111	\$775,280	\$1,104,096	\$1,104,096
<i>Parks Bureau</i>	482	40,674	112,835	171,579	171,579
<i>Police Bureau</i>	90,000	0	3,000	101,114	101,114
<i>OF&A</i>	88,390	90,607	0	43,078	43,078
<i>Auditor</i>	0	0	0	3,000	3,000
	1,183,352	1,354,392	891,115	1,422,867	1,422,867
<i>Emergency Communications</i>	0	0	0	0	0
<i>Transportation Operating</i>	156,655	310,912	218,193	126,760	126,760
<i>Fleet Operating</i>	53,000	2,206	0	0	0
<i>Communications Operating</i>	70,467	280,463	0	0	0
<i>Portland Autoport</i>	0	0	0	0	0
<i>Computer Services</i>	0	0	0	391,174	391,174
	280,122	593,581	218,193	517,934	517,934
<i>Other Miscellaneous</i>	0	245,340	0	0	0
<i>Beginning Balance</i>	1	1	0	0	0
TOTAL RESOURCES	\$1,463,475	\$2,193,314	\$1,109,308	\$1,940,801	\$1,940,801
REQUIREMENTS					
<i>External Materials & Services</i>					
<i>Interest</i>	\$0	\$95,005	\$190,720	\$236,230	\$236,230
<i>Internal Materials and Services</i>					
<i>Other Fund Services</i>	0	0	0	0	0
<i>Capital Outlay</i>					
<i>Equipment Lease/Purchase</i>	1,463,474	0	0	0	0
<i>Other Requirements</i>					
<i>Debt Retirement</i>	0	1,852,968	918,588	1,704,571	1,704,571
<i>Ending Fund Balance</i>					
<i>Unappropriated Ending Balance</i>	1	245,341	0	0	0
TOTAL REQUIREMENTS	\$1,463,475	\$2,193,314	\$1,109,308	\$1,940,801	\$1,940,801
EXPENDITURES – AU 782					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$0	\$95,005	\$190,720	\$236,230	\$236,230
<i>Internal Materials and Services</i>					
<i>5590 Other Fund Services</i>	0	0	0	0	0
<i>Capital Outlay</i>					
<i>5660 Equipment Lease/Purchase</i>	1,463,474	0	0	0	0
<i>Other</i>					
<i>5781 Bonded Debt Retirement</i>	0	1,852,968	918,588	1,704,571	1,704,571
TOTAL APPROPRIATION	\$1,463,474	\$1,947,973	\$1,109,308	\$1,940,801	\$1,940,801

The Master Lease Fund has been renamed the Intermediate Debt Service Fund for FY 92-93. This fund was amended in FY 91-92 to pay principal and interest for governmental fund types on Limited Tax General Obligation Notes and Certificate of Participation issued to finance purchases of equipment and facilities.

INTERMEDIATE DEBT SERVICE FUND (702)
Certificates of Participation/Limited Tax Notes

DEBT REDEMPTION SCHEDULE

In FY 91-92 the Facilities Acquisition Fund was combined with the Equipment Acquisition Fund, and in FY 1992-93 this combined fund was renamed the INTERMEDIATE DEBT SERVICE FUND. This fund pays debt service on Certificates of Participation and Limited Tax General Obligation Notes issued to finance purchases of City equipment and facilities. Prior to FY 91-92 all debt service payments were made from this fund. Beginning in FY 1991-92 debt service is paid directly by the fund incurring the obligation UNLESS that fund is a General Governmental Fund Type, in which case debt service continues to be paid from the Intermediate Debt Service Fund.

Issue Title	Amount Issued	Date Issued	Payment Due	Interest Rate	Principal Outstanding	Maturity FY 93-94	Interest FY 93-94
Lease Certificates							
Fire Station	\$2,680,000	10/01/84	10/01/93 10/01/94	8.80% 8.80%	215,000 235,000	215,000 235,000	9,460 20,680
					<u>450,000</u>	<u>450,000</u>	<u>30,140</u>
LTGO Notes	\$918,582	FY 90-91	FY 93-94	Variable	<u>70,314</u>	<u>70,314</u>	<u>3,657</u>
LTGO Notes	\$1,475,267	FY 91-92	FY 93-94 FY 94-95 FY 95-96 FY 96-97	Variable Variable Variable Variable	819,088 165,814 165,814 165,814	748,774	32,578 6,633 6,633 6,633
					<u>1,316,530</u>	<u>748,774</u>	<u>52,476</u>
LTGO Notes	\$1,479,576	FY 92-93	FY 93-94 FY 94-95	Variable Variable	659,770 872,352	435,483	35,628 47,107
					<u>1,479,576</u>	<u>435,483</u>	<u>82,735</u>
LTGO Notes	1,127,347	FY 93-94	FY 93-94 FY 94-95 FY 95-96 FY 96-97 FY 97-98	Variable Variable Variable Variable Variable	24,415 126,995 636,677 230,013 109,246	0	1,381 7,536 38,117 13,717 6,472
					<u>1,127,346</u>	<u>0</u>	<u>67,223</u>
TOTAL Intermediate Debt Service Fund					<u><u>\$4,443,766</u></u>	<u><u>\$1,704,571</u></u>	<u><u>\$236,230</u></u>

SHORT – TERM DEBT INTEREST AND SINKING FUND (301)

FUND SUMMARY

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
RESOURCES					
<i>Revenue</i>					
<i>Miscellaneous Revenues</i>					
<i>Interest on Investments</i>	\$474,067	\$14,339	\$500,000	\$400,000	\$400,000
<i>Transfers from Other Funds – Cash</i>					
<i>General</i>	10,000,000	0	10,000,000	10,000,000	10,000,000
<i>Beginning Fund Balance</i>	265,986	245,261	0	0	0
TOTAL RESOURCES	\$10,740,053	\$259,600	\$10,500,000	\$10,400,000	\$10,400,000
REQUIREMENTS					
<i>Expenditures</i>					
<i>External Materials & Services</i>	\$494,792	\$0	\$500,000	\$400,000	\$400,000
<i>Other Requirements</i>					
<i>Debt Retirement</i>	10,000,000	0	10,000,000	10,000,000	10,000,000
<i>Ending Fund Balance</i>	245,261	259,600	0	0	0
TOTAL REQUIREMENTS	\$10,740,053	\$259,600	\$10,500,000	\$10,400,000	\$10,400,000
EXPENDITURES – AU 755					
<i>External Materials and Services</i>					
<i>5450 Interest</i>	\$494,792	\$0	\$500,000	\$400,000	\$400,000
<i>Other Requirements</i>					
<i>5782 Warrants Debt Retirement</i>	10,000,000	0	10,000,000	10,000,000	10,000,000
TOTAL APPROPRIATION	\$10,494,792	\$0	\$10,500,000	\$10,400,000	\$10,400,000

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.

OFFICE OF GOVERNMENT RELATIONS (303)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$230,972	\$250,122	\$263,162	\$272,801	\$272,801
<i>External Materials and Services</i>	\$162,288	\$163,516	\$196,332	\$171,794	\$171,794
<i>Internal Materials and Services</i>	\$34,733	\$29,557	\$37,393	\$30,823	\$30,259
<i>Minor Capital Outlay</i>	\$2,124	\$2,729	\$0	\$4,500	\$4,500
<i>Cash Transfers-Equipment</i>	\$217	\$0	\$0	\$0	\$0
Total Operating Budget	\$430,334	\$445,924	\$496,887	\$479,918	\$479,354
<i>Capital Improvements</i>	\$0	\$0	\$0	\$0	\$0
TOTAL BUREAU EXPENSES	\$430,334	\$445,924	\$496,887	\$479,918	\$479,354
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$479,918	\$479,354
Authorized Full-Time Positions					
<i>Total</i>	4	4	4	4	4
<i>General Fund Discretionary</i>	3	3	3	3	3
SOURCE OF FUNDING					
General Fund (101)					
Types of General Fund Resources:					
<i>Discretionary General Fund</i>		162,346	166,318	148,888	148,324
<i>Non-Discretionary Revenues</i>					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		7,500	10,000	0	0
<i>Interagency Services</i>		106,006	124,876	127,000	127,000
<i>Bureau Program Revenue</i>		0	0	0	0
<i>Overhead Revenue from Other Funds</i>		170,072	195,693	204,030	204,030
Total Non-Discretionary Revenues		283,578	330,569	331,030	331,030
Total General Fund Resources		\$445,924	\$496,887	\$479,918	\$479,354
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
PROGRAMS					
<i>Portland Office</i>		\$308,944	\$346,887	\$344,918	\$344,354
<i>Positions</i>		2	2	2	2
<i>Washington Office</i>		136,980	150,000	135,000	135,000
<i>Positions</i>		2	2	2	2
TOTAL PROGRAMS		\$445,924	\$496,887	\$479,918	\$479,354
<i>Positions</i>		4	4	4	4

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of Government Relations strives to meet the goals and objectives set forth by the Portland City Council. The Office of Government Relations is comprised of two programs: The Portland Office and Washington D.C. program. The Portland Office operation supports intergovernmental representation for 24 City bureau and offices, the Mayor and members of the City Council in advancing City objectives with the Congress, State Legislature, and other units of government.

OFFICE OF GOVERNMENT RELATIONS (303)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Mayor Vera Katz

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

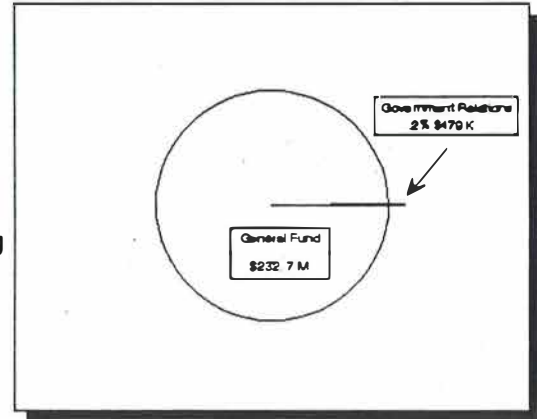
The Washington D.C. program houses the City's contracts for lobbying services. Contractors provide day-to-day representation of the City's federal interests and needs, full staffing and office support for visiting City officials, information and assistance with grants and appropriations for the City, monitoring of federal initiatives, and liaison with national members associations. Services are focused on influencing rulemaking and legislation, and developing and securing grants and other federal assistance for bureau programs.

Non-discretionary revenues for intergovernmental services include interagency agreements with the Bureau of Water, Transportation, and Environmental Services.

Major changes to the Office budget from FY 1992-93 to FY 1993-94 include the following:

- Government Relations will investigate the feasibility of providing legislative services to other regional governments.
- Government Relations will expand outreach to the community for purposes of developing legislative agenda that addresses broad community issues for the 1995 Legislative Session.

PERCENT OF GENERAL FUND



The FY 1993-94 Adopted Budget is approximately \$18,000 less than the FY 1992-93 Revised Budget due to reductions in rent and utilities for the Salem office since the Legislature will not be in session during FY 1993-94.

DESCRIPTION OF PROGRAMS

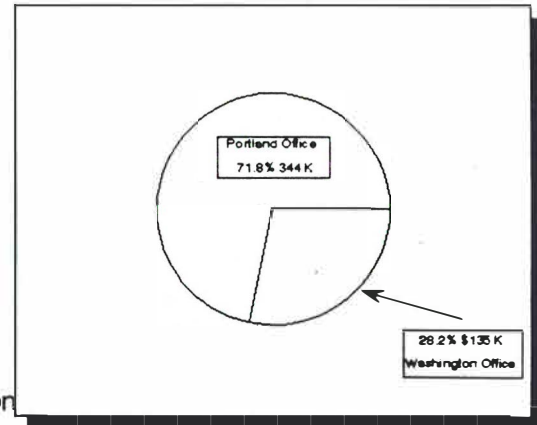
Portland Office

This program consists of supporting government representation for 24 City bureaus and offices, the Mayor and members of the City Council in advancing City objectives with the Congress, State and Legislature, and other units of government.

Washington Office

With this program, the Office provides the City's contract for lobbying services. Contractors provide day-to-day representation of the City's federal interests, full staffing and office support for visiting City's officials, information and assistance with grants and appropriations for the City, and liaison with national member associations.

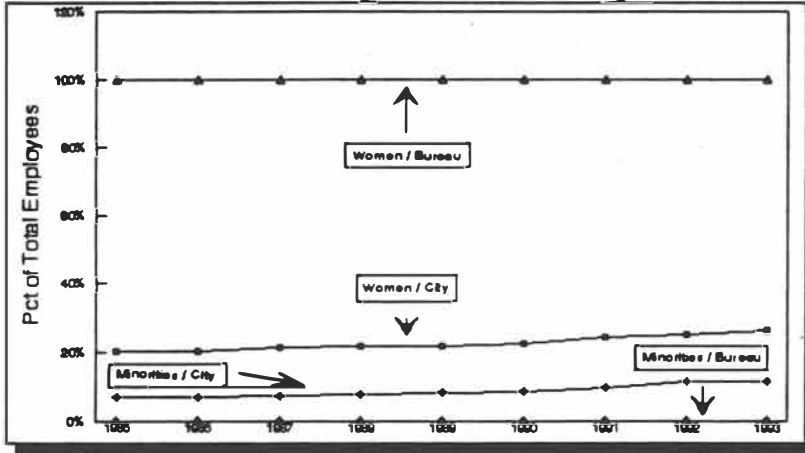
PROGRAM EXPENSES



PERFORMANCE TRENDS

<p>There is no performance trend data available.</p>	
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Workforce Diversity – Bureau vs. Citywide



- The Office's percentage of women employees is 100% while the city's average is about 25%.
- Government Relations staff consist of four people. Currently the Office has no minority employees.

Bureau Loss Experience Vs. Citywide Loss Experience

There have been no Worker's compensation, General Liability or Fleet Liability claims.

OFFICE OF GOVERNMENT RELATIONS (303)
Service Area: Legislative/Administrative/Support/Services
Commissioner—in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

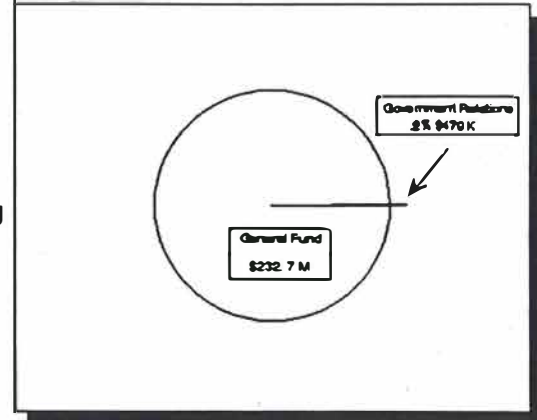
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

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PERCENT OF GENERAL FUND



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DESCRIPTION OF PROGRAMS

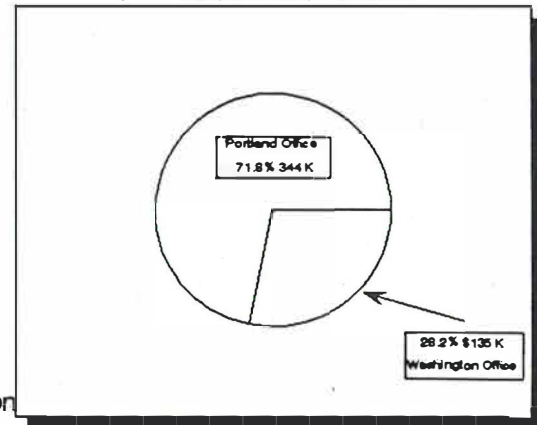
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Washington Office

With this program, the Office provides the City's contract for lobbying services. Contractors provide day-to-day representation of the City's federal interests, full staffing and office support for visiting City's officials, information and assistance with grants and appropriations for the City, and liaison with national member associations.

PROGRAM EXPENSES



BUREAU MANAGEMENT OBJECTIVES

The Office of Government Relations has identified three primary objective for FY 1993-94. The objectives are as follows:

- *Continue to promote the interests of the City of Portland before the Federal and State governments, as well within our local government entities.*
- *Monitor State interim committees for potential concerns to the City.*
- *Coordinate the Federal lobbying activities that take place with the City's bureau and agencies.*

MAJOR BUDGET NOTES

- During FY 1993-94 Government Relations will investigate the feasibility of providing legislative servies to other regional governments.
- In FY 1993-94 Government Relations will expand outreach to the community for purposes of developing a legislative agenda that addresses broad community issues for the 1995 Legislative Session.
- During 1993-94, Government Relations will competitively bid the contract for Federal Government services. As part of this process, examine the Washington, D.C. Office workload and determine if representation can be shared with other local jurisdictions to reduce costs and increase coordination.

EFFECTIVENESS MEASURES

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
Respond to 90% of bureau requests, within 24 hours.	90%	90%	90%	90%
Respond to 90% of written correspondence within 5 working days from the time received.	90%	90%	90%	90%

WORKLOAD MEASURES

Interaction with Congress	95%	95%	95%	95%
Liaison with Interim Committees	12	12	12	12

OFFICE OF GOVERNMENT RELATIONS (303)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Mayor Vera Katz

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$146,557	\$158,880	\$180,006	\$201,113	\$201,113
512000 Part-Time/Limited-Term Employees	8,460	\$123	\$17,273	\$0	\$0
514000 Overtime	0	\$0	\$0	\$0	\$0
515000 Premium Pay	0	\$0	\$0	\$0	\$0
517000 Benefits	75,955	\$91,119	\$65,883	\$71,688	\$71,688
Total Personal Services	\$230,972	\$250,122	\$263,162	\$272,801	\$272,801
521000 Professional Services	\$129,128	\$136,980	\$150,000	\$135,000	\$135,000
522000 Utilities	284	\$0	\$0	\$3,000	\$3,000
523000 Equipment Rental	2,200	\$0	\$3,000	\$2,000	\$2,000
524000 Repair & Maintenance	1,507	\$1,961	\$1,500	\$0	\$0
528000 Local Match Payment	0	\$0	\$0	\$0	\$0
529000 Miscellaneous Services	1,203	\$2,274	\$3,631	\$3,000	\$3,000
531000 Office Supplies	3,816	\$2,683	\$3,000	\$2,694	\$2,694
532000 Operating Supplies	0	\$0	\$0	\$0	\$0
533000 Repair & Maintenance Supplies	0	\$0	\$0	\$0	\$0
534000 Minor Equipment	0	\$0	\$0	\$0	\$0
535000 Clothing	0	\$0	\$0	\$0	\$0
539000 Other Commodities	1,263	\$1,851	\$2,500	\$2,000	\$2,000
541000 Education	25	\$0	\$0	\$0	\$0
542000 Local Travel	8,593	\$2,506	\$8,000	\$3,000	\$3,000
543000 Out-of-Town Travel	6,011	\$9,946	\$10,218	\$10,500	\$10,500
544000 External Rent	0	\$0	\$3,500	\$600	\$600
545000 Interest	0	\$0	\$0	\$0	\$0
546000 Refunds	0	\$0	\$0	\$0	\$0
547000 Retirement	0	\$0	\$0	\$0	\$0
549000 Miscellaneous	8,258	\$5,315	\$10,983	\$10,000	\$10,000
Subtotal External Materials & Services	\$162,288	\$163,516	\$196,332	\$171,794	\$171,794
551000 Fleet Services	\$0	\$101	\$104	\$0	\$0
552000 Printing/Distribution	3,775	\$2,377	\$4,000	\$2,556	\$2,501
553000 Facilities Services	9,945	\$10,021	\$11,461	\$11,997	\$11,488
554000 Communications	11,495	\$6,294	\$11,354	\$8,057	\$8,057
555000 Data Processing	0	\$1,140	\$769	\$195	\$195
556000 Insurance	9,518	\$9,624	\$9,705	\$8,018	\$8,018
557000 Equipment Lease	0	\$0	\$0	\$0	\$0
558000 Same Fund Services	0	\$0	\$0	\$0	\$0
559000 Other Fund Services	0	\$0	\$0	\$0	\$0
Subtotal Internal Materials & Services	\$34,733	\$29,557	\$37,393	\$30,823	\$30,259
Total Materials & Services	\$197,021	\$193,073	\$233,725	\$202,617	\$202,053
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	\$0	\$0	\$0	\$0
563000 Improvements	0	\$0	\$0	\$0	\$0
564000 Equipment	2,124	\$2,729	\$0	\$4,500	\$4,500
Total Capital Outlay	\$2,124	\$2,729	\$0	\$4,500	\$4,500
573000 Cash Transfers – Equipment	\$217	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$430,334	\$445,924	\$496,887	\$479,918	\$479,354

OFFICE OF GOVERNMENT RELATIONS (303)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

<i>Class</i>	<i>Title</i>	<i>Actual</i>	<i>Actual</i>	<i>Revised Budget</i>		<i>Proposed</i>		<i>Adopted</i>	
		<i>FY 90-91</i>	<i>FY 91-92</i>	<i>FY 92-93</i>		<i>FY 93-94</i>		<i>FY 93-94</i>	
		<i>No.</i>	<i>No.</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>	<i>No.</i>	<i>Amount</i>
0810	Director	1	1	1	55,023	1	64,128	1	64,128
0808	Government Relations Lobbyist	2	2	2	94,872	2	103,885	2	103,885
0807	Government Relations Assistant	1	1	1	30,111	1	33,100	1	33,100
TOTAL FULL-TIME POSITIONS		4	4	4	180,006	4	201,113	4	201,113

BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$217,074	\$156,391	\$168,562	\$169,154	\$169,154
<i>External Materials and Services</i>	51,001	40,962	130,300	120,500	120,500
<i>Internal Materials and Services</i>	139,005	111,476	148,439	142,405	142,405
<i>Minor Capital Outlay</i>	0	4,863	5,000	5,000	5,000
<i>Cash Transfers-Equipment</i>	0	950	0	700	700
Total Operating Budget	\$1,440,464	\$1,564,759	\$1,652,556	\$1,726,496	\$1,721,307
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$1,440,464	\$1,564,759	\$1,652,556	\$1,726,496	\$1,721,307
<i>Allocated Overhead Costs</i>				260,666	260,666
Total Cost with Allocated Overhead				\$1,987,162	\$1,981,973

Authorized Full-Time Positions

<i>Total</i>	29	29	29	29	29
<i>General Fund Discretionary</i>	23	23	23	23	23

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	1,255,212	1,309,465	1,319,542	1,314,353
<i>Non-Discretionary Revenues</i>				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	22,991	22,991	23,054	23,054
<i>Bureau Program Revenue</i>	286,556	320,100	383,900	383,900
<i>Overhead Revenue from Other Funds</i>	0	0	0	0
Total Non-Discretionary Revenues	309,547	343,091	406,954	406,954
Total General Fund Resources	\$1,564,759	\$1,652,556	\$1,726,496	\$1,721,307

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Business Licenses</i>	\$1,189,222	\$1,248,635	\$1,252,322	\$1,247,133
<i>Positions</i>	22	22	21	21
<i>Regulatory Permits</i>	286,556	320,100	383,390	383,390
<i>Positions</i>	5	5	6	6
<i>Transient Lodging</i>	88,981	83,821	90,784	90,784
<i>Positions</i>	2	2	2	2
TOTAL PROGRAMS	\$1,564,759	\$1,652,556	\$1,726,496	\$1,721,307
<i>Positions</i>	29	29	29	29

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Licenses is responsible for identifying, collecting and auditing licenses and lodging taxes for all businesses operating within the City of Portland. The Bureau also enforces towing, taxi transportation, pay and park lots, second-hand dealers, amusement devices, social games regulations and collects associated permit fees.

BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The Bureau of Licenses is currently working with Multnomah County Staff on recommendations for code conformity and joint administration of both programs. Consolidation has been authorized by the City Council and County Commission and will be effective July 24, 1993. In addition, the bureau is in the process of upgrading the business license information system to provide enhanced business information to the public and other agencies.

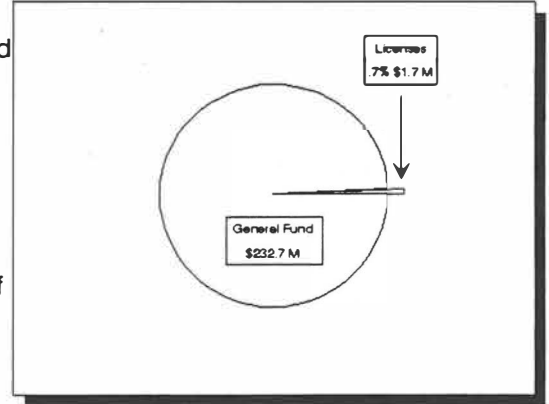
The Bureau of Licenses currently consists of three programs, Business Licenses, Regulatory Permits and Transient Lodging Tax Program. In the future, the bureau will assume the permit coordination of special events, including film and video scheduling.

The Business Licenses Program is the third largest source of General Fund Revenue in the City with receipts projected to exceed 26 million in FY 93-94. Administrative costs represent less than 5% of revenue collected. A major revision of the Business License Code was approved for 1992 which increased the minimum fee from \$25 to \$100. The exemption level was also increased from \$2,500 to \$10,000 which relieves small business from the license requirement.

The Transient Lodgings Tax Program is the fourth largest source of General Fund Revenue in the City with receipts projected to reach nearly \$7 million in FY 1993-94. Administrative costs represent less than 1% of revenue collected. Transient Lodgings receipts continue to experience steady growth due to expanded business, tourism and convention activity.

The Regulatory Program involves investigating, monitoring and issuing various regulatory permits covering second hand dealers, pay and park lots, social games, amusement devices, taxicabs and towing companies. The program is also responsible for making recommendations on the issuance of liquor licenses in the City. The program is completely self-supporting based on revenues generated from permit fees.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Business Licenses

This program includes identifying businesses subject to the Business License Law, collecting delinquent accounts, maintaining accurate records, auditing accounts for accuracy and assisting businesses in complying with the Law.

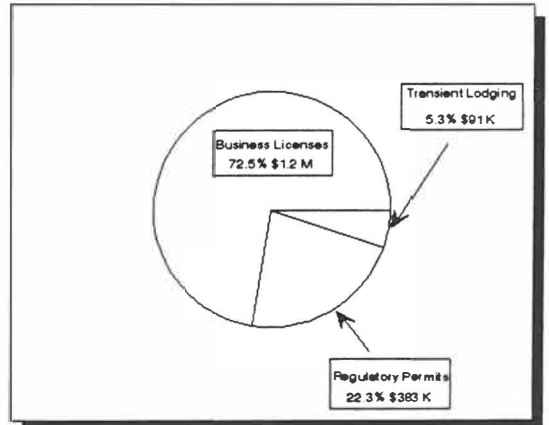
Transient Lodgings

This program includes identifying operators subject to the tax, collecting fees, auditing accounts for accuracy, maintaining records and providing assistance to operators in payment of the tax.

Regulatory Permits

This program administers regulations covering a variety of business activities including liquor licenses, amusement devices, social games, secondhand dealers, taxicabs, city-ordered towing, pay and park facilities, and private parking impounds.

PROGRAM EXPENSES



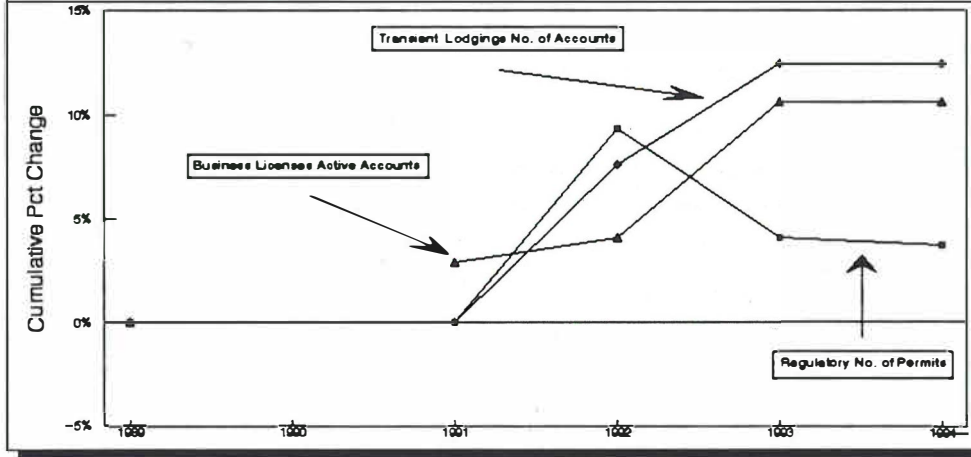
BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

PERFORMANCE TRENDS



of Transient Lodging Tax Accounts

- Up 15% due to strong economy

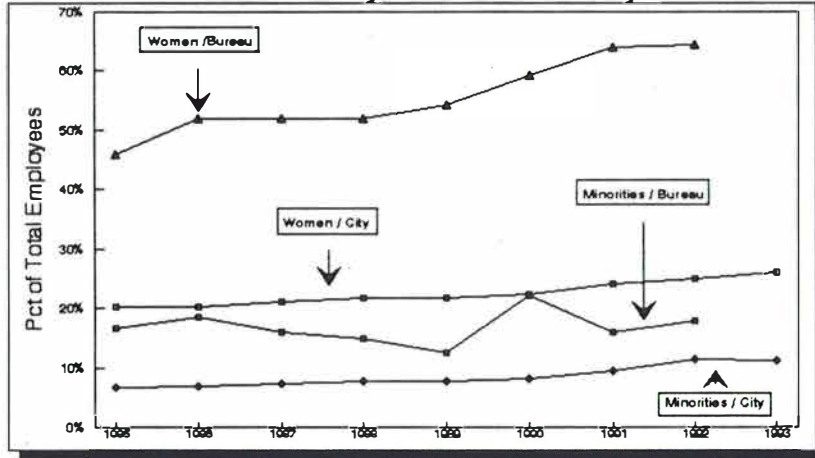
of Regulatory Permits

- drop in amusement device permits.

of Bus. License Active Accounts

- Declined recently due to Code changes passed by Council.

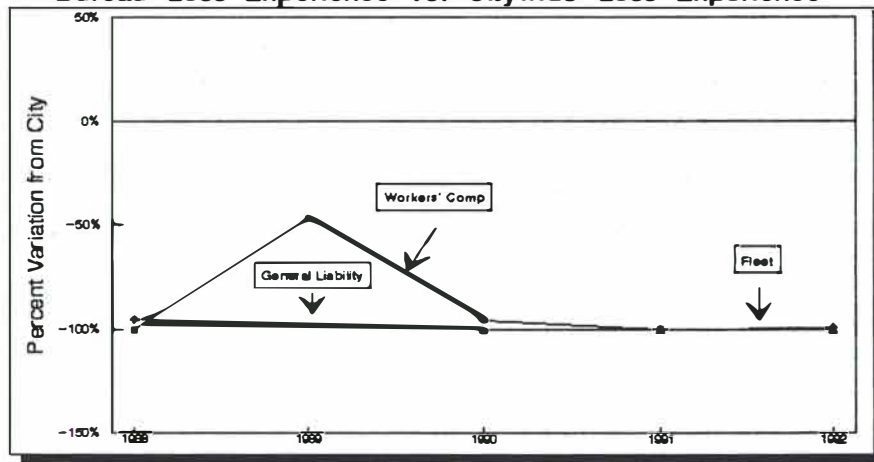
Workforce Diversity – Bureau vs. Citywide



- Bureau's percentage of women employees is just over 60% while the city's average is about 25%.
- Bureau's percentage of minorities comprise just under 20% of the bureau's work force while the city's comparable percentage is slightly over 10%.

- Worker's Compensation claims have declined significantly since FY 1989.
- There were no claims through FY 1991 – 92.
- There have been no Fleet or General liability claims.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner—in—Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES**BUREAU MANAGEMENT OBJECTIVES**

The Bureau of Licenses has identified three primary objectives for FY 1993–94, as follows:

- *Complete research and publish policy recommendations on how limiting alcohol availability can improve neighborhood liveability by April 30, 1994.*
- *Complete review of and testing of two external business information databases as a tool for identifying unlicensed businesses in the City by June 30, 1994.*
- *Complete development of partnership agreements with at least five business district associations to improve City/Small business working relations by June 30, 1994.*

MAJOR BUDGET NOTES

- *In collaboration with Purchasing investigate the feasibility of using field representatives to assist in enforcing city Equal Employment Opportunity regulations.*
- *Complete a customer survey process for purposes of identifying areas in need of improvement.*

EFFECTIVENESS MEASURES

	<u>Actual</u> <u>FY 91–92</u>	<u>Revised</u> <u>FY 92–93</u>	<u>Approved</u> <u>FY 93–94</u>	<u>Adopted</u> <u>FY 93–94</u>
Revenues Collected				
Business Licenses	24,025,848	24,889,694	26,645,992	26,645,992
Transient Lodgings	6,070,220	6,215,314	6,917,382	6,917,382

EFFICIENCY MEASURES

Business Licenses				
% expenses are of revenue	n/a	5.4%	5.6%	5.6%
Transient Lodgings				
% expenses are of revenue	n/a	0.6%	0.7%	0.7%

WORKLOAD MEASURES

No. of Active Business Licenses Audits	n/a	385	385	385
No. Transient Lodgings Audits	n/a	45	45	45
No. Regulatory Permits Transactions	n/a	14,584	13,998	13,998

BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$650,682	\$721,682	\$864,318	\$978,292	\$978,292
512000 Part-Time/Limited-Term Employees	3,956	1,062	29,354	0	0
514000 Overtime	4,217	2,529	2,500	1,500	1,500
515000 Premium Pay	1,041	1,098	1,101	1,053	1,053
517000 Benefits	427,922	485,169	357,908	370,449	370,449
Total Personal Services	\$1,087,818	\$1,211,540	\$1,255,181	\$1,351,294	\$1,351,294
521000 Professional Services	\$2,500	\$5,250	\$1,500	\$1,000	\$1,000
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	3,908	5,525	6,995	7,000	7,000
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	824	731	3,100	1,300	1,300
531000 Office Supplies	25,045	19,391	23,979	16,022	16,022
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	119	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	0	0
541000 Education	2,223	3,620	3,600	2,500	2,500
542000 Local Travel	6,129	6,895	10,200	8,350	8,350
543000 Out-of-Town Travel	1,506	465	1,000	1,000	1,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	2,971	4,094	5,800	2,100	2,100
Subtotal External Materials & Services	\$45,225	\$45,971	\$56,174	\$39,272	\$39,272
551000 Fleet Services	\$0	\$0	\$0	\$0	\$0
552000 Printing/Distribution	56,646	67,299	\$76,536	\$64,346	\$60,602
553000 Facilities Services	70,790	71,738	76,916	78,716	77,271
554000 Communications	18,323	18,043	24,410	30,026	30,026
555000 Data Processing	79,169	84,429	92,649	93,413	93,413
556000 Insurance	31,552	34,149	38,170	38,629	38,629
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	1,610	2,880	4,000	8,000	8,000
559000 Other Fund Services	16,589	20,603	20,520	22,800	22,800
Subtotal Internal Materials & Services	\$274,679	\$299,141	\$333,201	\$335,930	\$330,741
Total Materials & Services	\$319,904	\$345,112	\$389,375	\$375,202	\$370,013
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	32,742	8,107	8,000	0	0
Total Capital Outlay	\$32,742	\$8,107	\$8,000	\$0	\$0
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$1,440,464	\$1,564,759	\$1,652,556	\$1,726,496	\$1,721,307

BUREAU OF LICENSES (316)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
2213	License Bureau Manager	1	1	1	57,629	1	62,188	1	62,188
2212	Field Representative Supervisor	2	2	4	102,032	4	148,623	4	148,623
2211	Field Representative II	0	0	2	65,395	2	62,890	2	62,890
2210	Field Representative	10	10	5	171,989	6	188,023	6	188,023
0964	Program Specialist	0	0	1	36,791	1	41,134	1	41,134
0842	Taxicab Towing Regulator	1	1	0	0	0	0	0	0
0819	Administrative Assistant I	1	1	1	29,072	1	34,085	1	34,085
0568	Program Manager	0	0	2	80,890	2	89,596	2	89,596
0537	Senior Management Auditor	1	1	0	0	0	0	0	0
0922	Administrative Supervisor	0	0	1	33,471	1	37,897	1	37,897
0536	Management Auditor	0	1	1	37,540	1	39,621	1	39,621
0535	Asst. Management Auditor	3	2	2	64,409	2	72,417	2	72,417
0515	Senior Accountant	0	0	0	0	0	0	0	0
0222	Secretarial Assistant	0	0	0	0	0	0	0	0
0220	Secretarial Clerk I	1	1	1	19,428	0	0	0	0
0117	Office Manager II	1	1	0	0	0	0	0	0
0114	Clerical Specialist I	8	8	8	165,672	8	201,818	8	201,818
TOTAL FULL-TIME POSITIONS		29	29	29	864,318	29	978,292	29	978,292

COMMISSIONER OF PUBLIC UTILITIES (193)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<u>Operating Budget:</u>					
<i>Personal Services</i>	\$486,506	\$436,517	\$445,441	\$453,276	\$453,276
<i>External Materials and Services</i>	\$77,894	\$10,131	\$18,480	\$20,850	\$20,850
<i>Internal Materials and Services</i>	\$162,923	\$82,206	\$110,909	\$104,096	\$102,303
<i>Minor Capital Outlay</i>	\$4,609	\$1,559	\$0	\$5,000	\$5,000
<i>Cash Transfers-Equipment</i>	\$0	\$0	\$0	\$0	\$0
Total Operating Budget	\$654,038	\$520,282	\$556,350	\$562,372	\$560,579
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$654,038	\$520,282	\$556,350	\$562,372	\$560,579
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$562,372	\$560,579
<u>Authorized Full-Time Positions</u>					
<i>Total</i>	9	8	7	7	7
<i>General Fund Discretionary</i>	9	7	7	7	7
<u>SOURCE OF FUNDING</u>					
General Fund (101)					
<u>Types of General Fund Resources:</u>					
<i>Discretionary General Fund</i>		166,759	253,776	237,109	235,316
<u>Non-Discretionary Revenues</u>					
<i>Grants & Donations</i>		0	0	0	0
<i>Contract Revenue</i>		0	0	0	0
<i>Interagency Services</i>		0	0	0	0
<i>Bureau Program Revenue</i>		0	0	0	0
<i>Overhead Revenue from Other Funds</i>		353,523	302,574	325,263	325,263
Total Non-Discretionary Revenues		353,523	302,574	325,263	325,263
Total General Fund Resources		\$520,282	\$556,350	\$562,372	\$560,579
<i>Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.</i>					
<i>Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.</i>					
<u>PROGRAMS</u>					
<i>Policy and Management Support</i>		\$520,282	\$556,350	\$562,372	\$560,579
<i>Positions</i>		8	7	7	7
TOTAL PROGRAMS		\$520,282	\$556,350	\$562,372	\$560,579
<i>Positions</i>		8	7	7	7

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of the Commissioner of Public Utilities consists of one program: Policy and Management Support. This program includes all personnel and material resources to fulfill the Commissioner's policy setting, legislative and bureau management responsibilities as outlined in Chapter 2 of the Portland Charter.

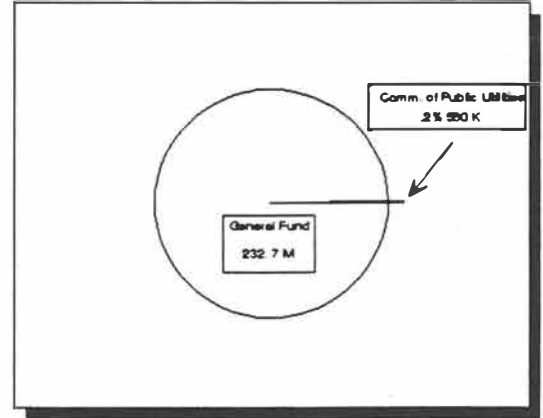
The Commissioner of Public Utilities is responsible for the Bureau of Environmental Services; the Bureau of Water Works; Bureau of Hydroelectric Power; the Metropolitan Arts Commission; and the Portland Energy Office. Liaison responsibilities include: League of Oregon Cities; Water Advisory Committee; Metro Solid Waste Advisory Committee; Environmental Commission; and Energy Commission.

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The total staffing level reflects no change from the previous year.

The overall FY 1993-94 Adopted Budget for the Commissioner of Public Utilities is approximately \$6,000 more than the Revised FY 1992-93 Budget.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Policy and Management Support

The purpose of this program is to carry out the legislative, policy setting and management responsibilities of the Commissioner as set out in Chapter 2 of the City Charter. This program requests the resources to carry out the legislative, policy development, bureau management, internal office management, citizen outreach, and civic leadership responsibilities of the Commissioner.

PROGRAM EXPENSES

The Office of the Commissioner of Public Utilities consists of one program.

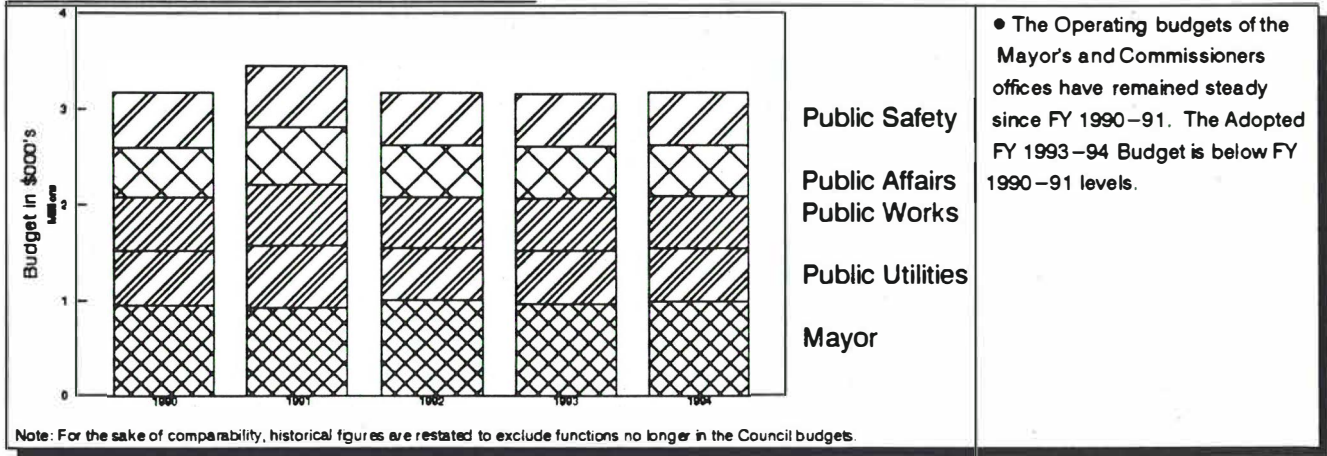
COMMISSIONER OF PUBLIC UTILITIES (193)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mike Lindberg

SUMMARY OF BUREAU EXPENSES

COUNCIL OFFICES – BUDGET TRENDS



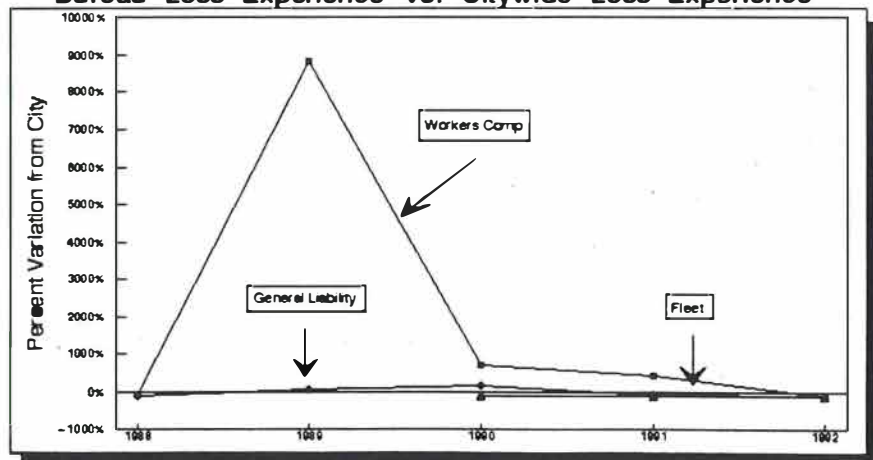
Workforce Diversity – Bureau vs. Citywide

● Affirmative Action history is not presently available.

COMBINED MAYOR & COMMISSIONER'S OFFICES

- Worker's Compensation claims have been trending downward since FY 1989.
- There have been no Fleet liability claims.
- General liability claims have trended downward to zero in FY 1991..
- The estimated annual savings resulting from a 15% reduction in claims is \$3,853.

Bureau Loss Experience Vs. Citywide Loss Experience



City of Portland, Oregon – FY 1993-94 Adopted Budget

BUREAU MANAGEMENT OBJECTIVES

The Commissioner of Public Utilities has identified these primary objectives for FY 1993-94, as follows:

- *Present first stage of new water supply/demand strategy.*
- *Quality participation in Metro Charter process.*
- *Broaden regional participation in arts funding.*
- *Create a stable regional arts funding proposal supported by governments and businesses.*

MAJOR BUDGET NOTES

- *Support Service Consolidation. Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking, etc.*
- *Regulatory Review. Complete a city wide review of city regulations with the objective of eliminating unnecessary policies, code, revisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus but shall be expanded to include participation from the business community and general public. An outside expert in the area of regulatory reforms shall be secured to assist in completing this process.*

<u>EFFECTIVENESS MEASURES</u>	<u>Actual FY 91-92</u>	<u>Revised FY 92-93</u>	<u>Proposed FY 93-94</u>	<u>Adopted FY 93-94</u>
<i>Respond to 95% of citizen comments/ requests for assistance and bureau requests, within 24 hours.</i>	95%	95%	95%	95%
<i>Respond to 95% of written correspondence within 5 working days to letter received.</i>	95%	95%	95%	95%
<i>Pass 90% of Council resolutions, ordinances, and agreements to implement objectives.</i>	90%	90%	90%	90%

COMMISSIONER OF PUBLIC UTILITIES (193)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mike Lindberg

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	1	1	63,820	1	63,621	1	63,621
0900	Staff Assistant	0	0	0	0	0	0	0	0
0824	Executive Assistant	2	1	1	55,526	1	59,807	1	59,807
0823	Commissioner's Assistant III	0	0	0	0	3	143,940	3	143,940
0822	Commissioner's Assistant II	4	4	3	137,523	0	0	0	0
0821	Commissioner's Assistant I	2	2	2	61,976	2	65,144	2	65,144
0230	Administrative Secretary	0	0	0	0	0	0	0	0
TOTAL FULL-TIME POSITIONS		9	8	7	318,845	7	332,512	7	332,512

COMMISSIONER OF PUBLIC UTILITIES (193)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mike Lindberg

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$313,710	\$255,401	\$318,845	\$332,512	\$332,512
512000 Part-Time/Limited-Term Employees	13,461	38,785	6,225	7,709	7,709
514000 Overtime	0	0	0	0	0
515000 Premium Pay	129	3	0	0	0
517000 Benefits	159,206	142,328	120,371	113,055	113,055
Total Personal Services	\$486,506	\$436,517	\$445,441	\$453,276	\$453,276
521000 Professional Services	\$60,000	\$500	\$3,000	\$1,500	\$1,500
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	100	100	100
524000 Repair & Maintenance	300	1,753	2,000	1,500	1,500
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	3,288	0	2,500	2,000	2,000
531000 Office Supplies	2,467	1,245	2,950	3,500	3,500
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	1,000	1,000	1,000
535000 Clothing	0	0	0	0	0
539000 Other Commodities	607	890	1,000	750	750
541000 Education	1,748	1,130	3,000	3,500	3,500
542000 Local Travel	0	0	0	3,000	3,000
543000 Out-of-Town Travel	7,364	3,231	1,930	3,000	3,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	2,120	1,382	1,000	1,000	1,000
Subtotal External Materials & Services	\$77,894	\$10,131	\$18,480	\$20,850	\$20,850
551000 Fleet Services	\$7,674	\$6,158	\$10,193	\$2,000	\$2,000
552000 Printing/Distribution	8,373	7,614	8,674	8,185	8,033
553000 Facilities Services	32,406	32,249	36,959	38,690	37,049
554000 Communications	16,520	9,990	14,886	12,807	12,807
555000 Data Processing	1,101	480	499	3,913	3,913
556000 Insurance	18,955	15,579	21,218	17,651	17,651
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	5	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$85,029	\$72,075	\$92,429	\$83,246	\$81,453
Total Materials & Services	\$162,923	\$82,206	\$110,909	\$104,096	\$102,303
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	4,609	1,559	0	5,000	5,000
Total Capital Outlay	\$4,609	\$1,559	\$0	\$5,000	\$5,000
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$654,038	\$520,282	\$556,350	\$562,372	\$560,579

COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$461,146	\$412,171	\$441,187	\$448,800	\$448,800
<i>External Materials and Services</i>	\$17,779	\$11,827	\$24,000	\$23,000	\$23,000
<i>Internal Materials and Services</i>	\$84,831	\$73,726	\$78,220	\$73,329	\$71,477
<i>Minor Capital Outlay</i>	\$0	\$0	\$0	\$4,000	\$4,000
<i>Cash Transfers-Equipment</i>	\$0	\$0	\$0	\$0	\$0
Total Operating Budget	\$563,756	\$497,724	\$543,407	\$549,129	\$547,277
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$563,756	\$497,724	\$543,407	\$549,129	\$547,277
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$549,129	\$547,277

Authorized Full-Time Positions

<i>Total</i>	9	7	7	7	7
<i>General Fund Discretionary</i>	9	7	7	7	7

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	152,670	262,293	230,943	229,091
Non-Discretionary Revenues				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	0	0	0	0
<i>Bureau Program Revenue</i>	0	0	0	0
<i>Overhead Revenue from Other Funds</i>	345,054	281,114	318,186	318,186
Total Non-Discretionary Revenues	345,054	281,114	318,186	318,186
Total General Fund Resources	\$497,724	\$543,407	\$549,129	\$547,277

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Policy Development & Administration</i>	\$497,724	\$543,407	\$549,129	\$547,277
<i>Positions</i>	7	7	7	7
TOTAL PROGRAMS	\$497,724	\$543,407	\$549,129	\$547,277
<i>Positions</i>	7	7	7	7

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of the Commissioner of Public Works consists of one program: Policy Development and Administration. This program includes all personnel and material resources to fulfill the Commissioner's policy setting, legislative, and bureau management responsibilities as outlined in Chapter 2 of the Portland Charter.

The Commissioner of Public Works is responsible for the Bureau of Emergency Communications; the Bureau of Purchases and Stores; the Office of Transportation; the Office of Cable Communications and Franchise Management Liaison responsibilities include: Metro J-PACT; BOEC Users Group; Metro Intergovernmental Resource Committee; and Consolidated Cable Communications Commission.

COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Earl Blumenauer

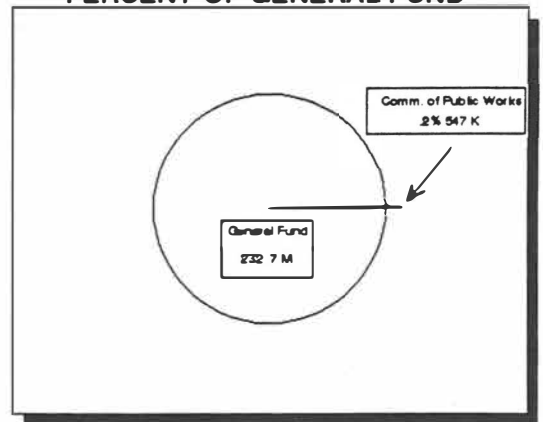
SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The total staffing level reflects no change from the previous year.

The overall FY 1993-94 Adopted Budget for the Commissioner of Public Works is approximately \$4,000 more than the Revised FY 1992-93 Budget.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

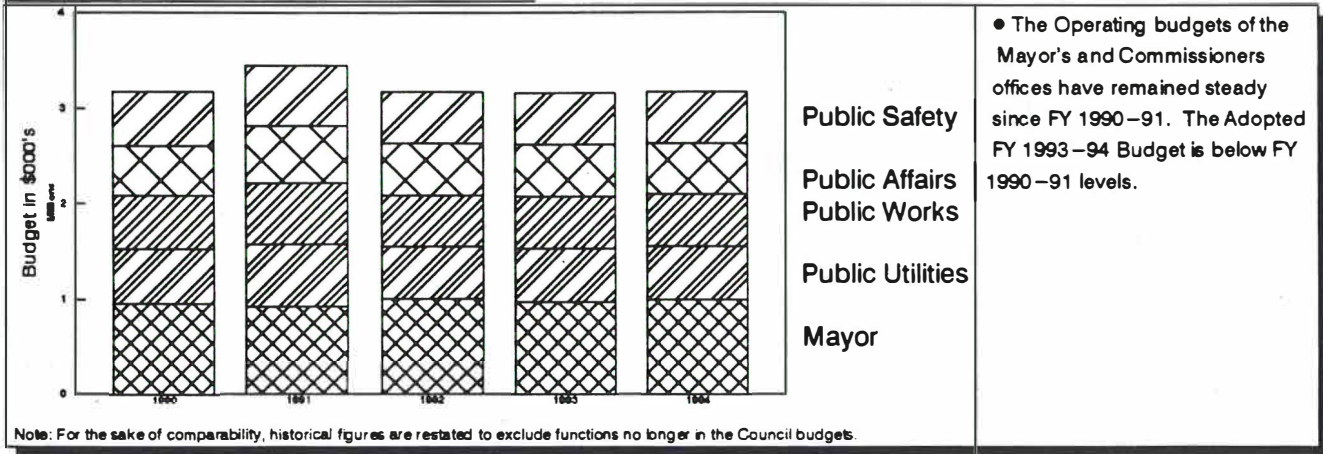
Policy Development and Administration

This purpose of this program is to support the legislative, quasi-judicial and administrative work of the Commissioner of Public Works. Staff provide development and research and contribute to the sound management of the Public Works bureaus. Staff members have responsibility for projects and issues destined for City Council consideration. In addition, staff provides information and assistance in response to citizen inquiries and problem solving and involves citizens in government decision-making.

PROGRAM EXPENSES

The Office of the Commissioner of Public Works consists of one program.

COUNCIL OFFICES – BUDGET TRENDS



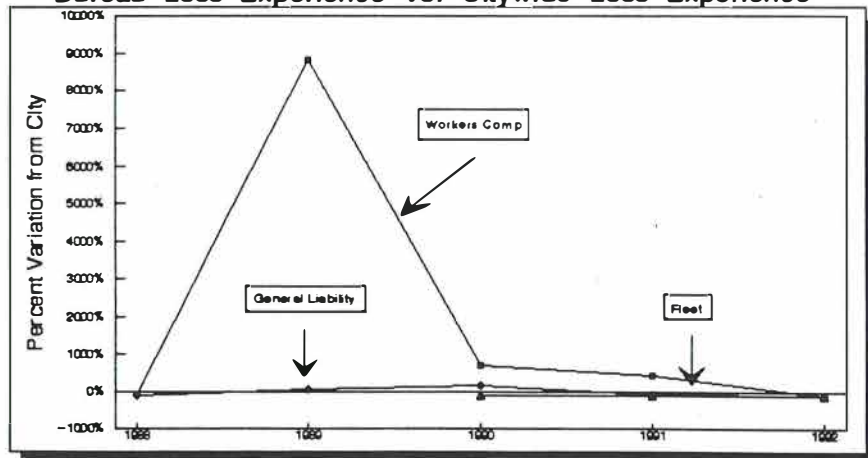
Workforce Diversity – Bureau vs. Citywide

● Affirmative Action history is not presently available.

COMBINED MAYOR & COMMISSIONER'S OFFICES

Bureau Loss Experience Vs. Citywide Loss Experience

- Worker's Compensation claims have been trending downward since FY 1989.
- There have been no Fleet liability claims.
- General liability claims have trended downward to zero in FY 1991.
- The estimated annual savings resulting from a 15% reduction in claims is \$3,853.



COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Commissioner of Public Works has identified these primary objectives for FY 1993-94, as follows:

- Work to reduce crime in Portland neighborhoods, continue to implement Community Policing and promote neighborhood public safety activities and crime prevention outreach. Promote greater linkages between Fire and Community Policing by supporting implementation of appropriate recommendations of the Fire Study.
- *Management and oversight of the bureau's assigned to the Commissioner of Public Works.*
- *Work to implement the City Council's top priorities for 1993-94:*

Police Staffing: Implementation of Community Policing plan and hiring of 38 additional uniformed officers.

Prioritization of police services (including staff deployment)

Economic Development/Vitality

PDC: Evaluation and Policy Direction

Livable City Project

Combined Sewer Overflows

- *Continue to work to implement Future Focus recommendations*
- *Increase productivity and efficiency of City service delivery, reduce costs, promote coordination and consolidation of government services.*
- *Increase involvement of citizens in every aspect of local government and their community to support families and children throughout the community. Actively involve people in planning and evaluating city services, supporting and enhancing neighborhood public safety activities.*
- *Actively promote diversity in the City's workforce and community, oppose racism and violence, work with Council to achieve city-wide affirmative action goals and implementation of the Americans with Disabilities Act.*
- *Provide national, regional and local leadership for Transportation including financing issues, Regional Light Rail planning and funding, infrastructure investment and development, expansion of multi-modal transportation systems linked to land use development, collector recovery implementation and expanded.*
- *Complete the Central City Transportation Management Plan to increase transit use, promote economic development and improve traffic mobility in Central City, as improve air quality in Metropolitan region.*

COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

MAJOR BUDGET NOTES

- *Support Service Consolidation. Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking, etc.*
- *Regulatory Review. Complete a city wide review of city regulations with the objective of eliminating unnecessary policies, code, revisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus but shall be expanded to include participation from the business community and general public. An outside expert in the area of regulatory reforms shall be secured to assist in completing this process.*

EFFECTIVENESS MEASURES

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<i>Respond to 90% of citizen comments/ request for assistance and bureau requests, within 24 hours.</i>	90%	90%	90%	90%
<i>Respond to 90% of written correspondence within 5 working days from the time received.</i>	90%	90%	90%	90%
<i>Pass 90% of Council resolutions, ordinances, and agreements to implement objectives.</i>	90%	90%	90%	90%
<i>Community outreach, contacts, problem solving -65 per week</i>	90%	90%	90%	90%

COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$289,829	\$272,518	\$308,106	\$312,464	\$312,464
512000 Part-Time/Limited-Term Employees	10,343	1,924	18,144	15,850	15,850
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	160,974	137,729	114,937	120,486	120,486
Total Personal Services	\$461,146	\$412,171	\$441,187	\$448,800	\$448,800
521000 Professional Services	\$3,154	\$2,754	\$7,500	\$4,500	\$4,500
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	363	146	2,500	2,500	2,500
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	0	350	1,000	1,500	1,500
531000 Office Supplies	1,767	1,088	1,500	1,500	1,500
532000 Operating Supplies	884	1,033	1,000	1,000	1,000
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	8,496	4,535	4,000	4,000	4,000
541000 Education	1,455	1,160	2,000	2,000	2,000
542000 Local Travel	0	0	2,000	2,000	2,000
543000 Out-of-Town Travel	1,540	761	2,500	4,000	4,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	120	0	0	0	0
Subtotal External Materials & Services	\$17,779	\$11,827	\$24,000	\$23,000	\$23,000
551000 Fleet Services	\$6,728	\$6,113	\$1,035	\$1,035	\$1,035
552000 Printing/Distribution	9,144	7,097	9,477	7,708	7,497
553000 Facilities Services	32,405	32,573	36,959	38,690	37,049
554000 Communications	16,160	9,970	11,571	10,687	10,687
555000 Data Processing	336	449	493	993	993
556000 Insurance	20,058	17,524	18,685	14,216	14,216
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$84,831	\$73,726	\$78,220	\$73,329	\$71,477
Total Materials & Services	\$102,610	\$85,553	\$102,220	\$96,329	\$94,477
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	0	0	4,000	4,000
Total Capital Outlay	\$0	\$0	\$0	\$4,000	\$4,000
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$563,756	\$497,724	\$543,407	\$549,129	\$547,277

COMMISSIONER OF PUBLIC WORKS (190)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual		Revised Budget		Proposed		Adopted	
		FY 90-91 No.	FY 91-92 No.	FY 92-93 No.	Amount	FY 93-94 No.	Amount	FY 93-94 No.	Amount
0002	City Commissioner	1	1	1	61,366	1	63,621	1	63,621
0824	Executive Assistant	1	1	1	53,390	1	55,352	1	55,352
0823	Commissioner's Assistant III	1	1	2	99,223	2	94,385	1	94,385
0822	Commissioner's Assistant II	0	1	1	35,621	1	36,749	1	36,749
0821	Commissioner's Assistant I	5	2	1	32,510	2	33,554	2	33,554
0900	Administrative Secretary	1	1	1	25,996	1	28,803	1	28,803
TOTAL FULL-TIME POSITIONS		9	7	7	308,106	8	312,464	7	312,464

COMMISSIONER OF PUBLIC AFFAIRS (192)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$340,604	\$428,689	\$438,612	\$435,798	\$435,798
<i>External Materials and Services</i>	\$11,652	\$20,870	\$23,539	\$19,300	\$19,300
<i>Internal Materials and Services</i>	\$96,930	\$70,800	\$70,635	\$73,710	\$71,731
<i>Minor Capital Outlay</i>	\$0	\$1,575	\$21,900	\$0	\$0
<i>Cash Transfers-Equipment</i>	\$0	\$0	\$0	\$0	\$0
Total Operating Budget	\$449,186	\$521,934	\$554,686	\$528,808	\$526,829
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$449,186	\$521,934	\$554,686	\$528,808	\$526,829
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$528,808	\$526,829

Authorized Full-Time Positions

<i>Total</i>	9	7	7	7	7
<i>General Fund Discretionary</i>	9	7	7	7	7

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	194,035	254,394	223,051	221,072
Non-Discretionary Revenues				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	0	0	0	0
<i>Bureau Program Revenue</i>	0	0	0	0
<i>Overhead Revenue from Other Funds</i>	327,899	300,292	305,757	305,757
Total Non-Discretionary Revenues	327,899	300,292	305,757	305,757
Total General Fund Resources	\$521,934	\$554,686	\$528,808	\$526,829

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Policy Development & Administration</i>	\$521,934	\$554,686	\$528,808	\$526,829
<i>Positions</i>	7	7	7	7
TOTAL PROGRAMS	\$521,934	\$554,686	\$528,808	\$526,829
<i>Positions</i>	7	7	7	7

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of the Commissioner of Public consists of one program: Policy Development and Administration. This program includes all personnel and material resources to fulfill the Commissioner's policy setting, legislative, and bureau management responsibilities as outlined in Chapter 2 of the Portland Charter.

The Commissioner of Public Affairs is responsible for the Bureau of General Services; the Bureau of Buildings; Bureau of Licenses; the Bureau of Housing and Community Development; and the Metropolitan Human Rights Commission. Liaison responsibilities include: Housing Authority of Portland; Portland Development Commission Housing Programs; Housing and Community Development Commission; Funders Advisory Committee; Columbia Villa-Tamarack Project Steering Committee; Adjustment Committee; Bureau of Buildings

COMMISSIONER OF PUBLIC AFFAIRS (192)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

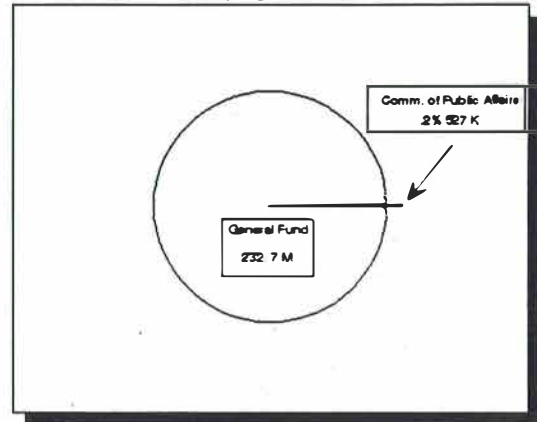
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

Board of Appeal; Multnomah County Animal Control; Taxicab Board of Review; Towing Board of Review; Business License Board of Appeals; MPAC; and Rose Festival Association. Appeals; EMS Policy Board; Model Cities Economic Development Trust Fund; Pioneer Courthouse Square; Pittock Mansion Advisory Committee; Portland City Planning Commission; MPAC and Rose Festival Association.

The total staffing level reflects no change from the previous year.

The overall FY 1993-94 Adopted Budget for the Commissioner of Public Affairs is approximately \$28,000 less than the Revised FY 1992-93 Budget due to miscellaneous reductions in Personnel Services and Materials and Services.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

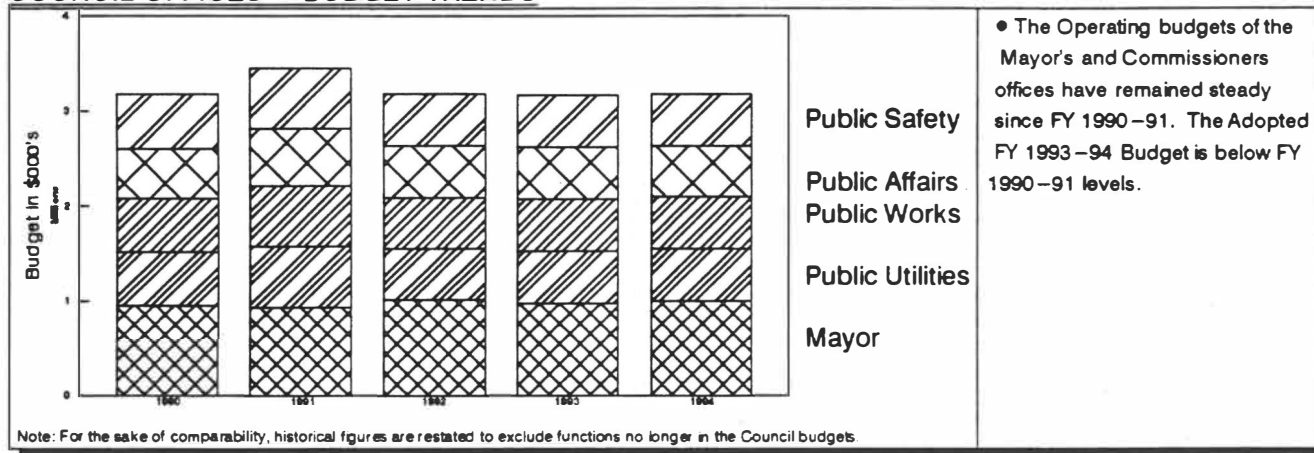
Administration

The purpose of this program is to carry out the legislative, policy setting and management responsibilities of the Commissioner as set out in Chapter 2 of the City Charter. This program requests the resources to carry out the legislative, policy development, bureau management, internal office management, citizen outreach, and civic leadership responsibilities of the Commissioner.

PROGRAM EXPENSES

The Office of the Commissioner of Public Affairs consists of one program.

COUNCIL OFFICES – BUDGET TRENDS



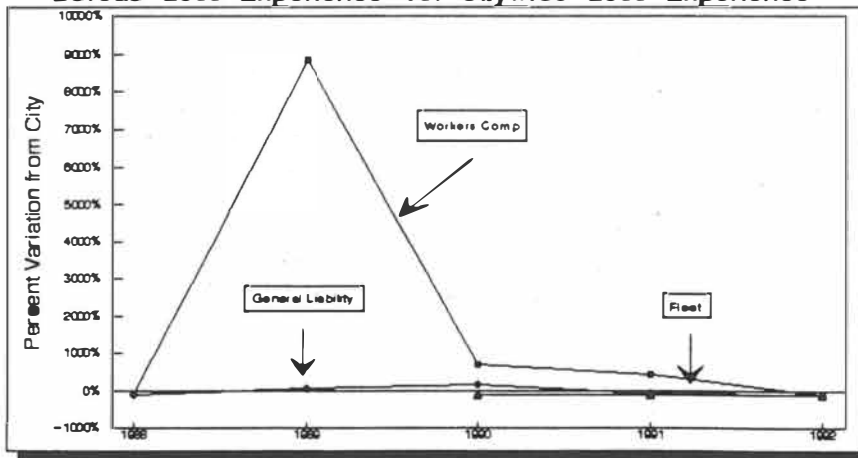
Workforce Diversity – Bureau vs. Citywide

● Affirmative Action history is not presently available.

COMBINED MAYOR & COMMISSIONER'S OFFICES

- Worker's Compensation claims have been trending downward since FY 1989.
- There have been no Fleet liability claims.
- General liability claims have trended downward to zero in FY 1991.
- The estimated annual savings resulting from a 15% reduction in claims is \$3,853.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU MANAGEMENT OBJECTIVES

The Commissioner of Public Affairs has identified these primary objectives for FY 1993-94, as follows:

Continue Implementation of the Comprehensive Housing Affordability Strategy (CHAS)

- *Develop new models for housing financing, concentrate on replacement of programs currently funded by tax increment.*
- *Expand role of private sector in neighborhood housing development, begin to transfer responsibility for single family loans to lending institutions.*
- *Create new partnerships with community providers, utilize new models developed during 92/93 demonstration projects.*
- *Reorganize City housing delivery system, adapt established programs to solve current community problems such as the Better Housing Trust Corp.*
- *Lower cost of City housing programs.*
- *Begin implementation of a shelter reconfiguration strategy.*
- *Solidify role of county-wide housing commission.*
- *Expand community information programs regarding home-ownership opportunities.*
- *Spearhead the production of at least 800 units of decent and affordable housing.*

Coordination of Neighborhood Development and Planning

- *Update neighborhood land-use plans, and assign community development resources to the implementation of those plans.*
- *Develop allocation policy for community development resources.*
- *Continue Community Initiatives program.*
- *Institute new pro-active approach to neighborhood nuisances through "Dirty Dozen" and targeted enforcement programs.*
- *Solidify City approach to abandoned autos.*
- *Open North Portland Service Center, and plan for similar program in Outer Southeast*

Implement City Council Objectives

- *Create City economic development plan*
- *Implement targeted industry and workforce development strategies*

COMMISSIONER OF PUBLIC AFFAIRS (192)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

Improve citizen participation activities

Develop strategies, such as Liveable City Initiative, to increase percentage on new housing in the City while preserving character and integrity of neighborhoods.

Develop financing options for implementation of Liveable City Initiative.

Enhance opportunities for minority contractors.

Create and adopt Children and Families policy.

MAJOR BUDGET NOTES

- *Support Service Consolidation. Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking, etc.*
- *Regulatory Review. Complete a city wide review of city regulations with the objective of eliminating unnecessary policies, code, revisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus but shall be expanded to include participation from the business community and general public. An outside expert in the area of regulatory reforms shall be secured to assist in completing this process.*

EFFECTIVENESS MEASURES

	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
<i>Respond to 95% of Citizen comments/ request for assistance & Bureau requests, within 24 hours</i>	N/A	95%	90%	90%
<i>Respond to 95% of written correspondence within 5 working days to letter received.</i>	N/A	95%	95%	95%
<i>Pass 90% of Council Resolutions, ordinances, and agreements to implement objectives.</i>	N/A	90%	90%	90%

COMMISSIONER OF PUBLIC AFFAIRS (192)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$233,191	\$256,625	\$318,580	\$309,338	\$309,338
512000 Part-Time/Limited-Term Employees	47	30,082	0	21,500	21,500
514000 Overtime	86	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	107,280	141,982	120,032	104,960	104,960
Total Personal Services	\$340,604	\$428,689	\$438,612	\$435,798	\$435,798
521000 Professional Services	\$4,875	\$13,544	\$10,613	\$4,500	\$4,500
522000 Utilities	0	0	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	430	598	2,000	2,500	2,500
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	78	0	0	0	0
531000 Office Supplies	2,829	1,689	3,000	2,500	2,500
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	139	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	1,144	1,304	2,500	2,500	2,500
541000 Education	1,209	2,651	2,000	2,500	2,500
542000 Local Travel	203	0	426	2,300	2,300
543000 Out-of-Town Travel	237	647	3,000	2,500	2,500
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	647	298	0	0	0
Subtotal External Materials & Services	\$11,652	\$20,870	\$23,539	\$19,300	\$19,300
551000 Fleet Services	\$4,438	\$5,906	\$3,684	\$900	\$900
552000 Printing/Distribution	4,051	6,285	4,497	6,500	6,162
553000 Facilities Services	32,585	32,202	36,959	38,690	37,049
554000 Communications	9,813	7,520	10,156	9,006	9,006
555000 Data Processing	383	394	493	2,190	2,190
556000 Insurance	45,660	18,493	14,846	16,424	16,424
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	0	0	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$96,930	\$70,800	\$70,635	\$73,710	\$71,731
Total Materials & Services	\$108,582	\$91,670	\$94,174	\$93,010	\$91,031
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	1,575	21,900	0	0
Total Capital Outlay	\$0	\$1,575	\$21,900	\$0	\$0
573000 Cash Transfers – Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$449,186	\$521,934	\$554,686	\$528,808	\$526,829

COMMISSIONER OF PUBLIC AFFAIRS (192)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Gretchen Kafoury

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0002	City Commissioner	1	1	1	61,366	1	63,621	1	63,621
0824	Executive Assistant	1	1	1	53,900	1	55,938	1	55,938
0823	Commissioner's Assistant III	1	1	1	45,143	1	46,792	1	46,792
0822	Commissioner's Assistant II	5	1	1	42,741	1	44,307	1	44,307
0821	Commissioner's Assistant I	1	2	2	87,984	2	70,480	2	70,480
0230	Administrative Secretary	0	1	1	27,446	1	28,200	1	28,200
0221	Secretary Clerk II	0	0	0	0	0	0	0	0
7492	Community Relations Specialist								
TOTAL FULL-TIME POSITIONS		9	7	7	318,580	7	309,338	7	309,338

COMMISSIONER OF PUBLIC SAFETY (191)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Charlie Hales

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
<u>EXPENDITURES</u>					
<u>Operating Budget:</u>					
<i>Personal Services</i>	\$443,153	\$423,614	\$428,685	\$449,793	\$449,793
<i>External Materials and Services</i>	\$30,509	\$16,868	\$19,600	\$15,522	\$15,522
<i>Internal Materials and Services</i>	\$104,095	\$82,088	\$91,601	\$79,875	\$78,056
<i>Minor Capital Outlay</i>	\$3,148	\$849	\$4,600	\$1,122	\$1,122
<i>Cash Transfers-Equipment</i>	\$0	\$0	\$0	\$0	\$0
Total Operating Budget	\$580,905	\$523,268	\$543,386	\$548,690	\$546,871
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$580,905	\$523,268	\$543,386	\$548,690	\$546,871
<i>Allocated Overhead Costs</i>				0	0
Total Cost with Allocated Overhead				\$548,690	\$546,871

Authorized Full-Time Positions

<i>Total</i>	9	7	7	7	7
<i>General Fund Discretionary</i>	9	7	7	7	7

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	175,391	245,947	230,504	228,685
<u>Non-Discretionary Revenues</u>				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	0	0	0	0
<i>Bureau Program Revenue</i>	0	0	0	0
<i>Overhead Revenue from Other Funds</i>	347,877	297,439	318,186	318,186
Total Non-Discretionary Revenues	347,877	297,439	318,186	318,186
Total General Fund Resources	\$523,268	\$543,386	\$548,690	\$546,871

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Administration</i>	\$523,268	\$543,386	\$548,690	\$546,871
<i>Positions</i>	7	7	7	7
TOTAL PROGRAMS	\$523,268	\$543,386	\$548,690	\$546,871
<i>Positions</i>	7	7	7	7

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Office of the Commissioner of Public Safety consists of one program: Administration. This program includes all personnel and material resources to fulfill the Commissioner's policy setting, legislative, and bureau management responsibilities as outlined in Chapter 2 of the Portland Charter.

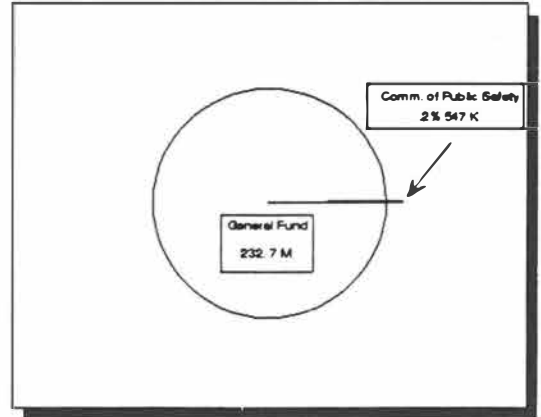
The Commissioner of Public Safety is responsible for the Bureau of Fire, Rescue and Emergency Services; the Bureau of Parks and Recreation; Bureau of Planning; and the Office of Neighborhood Associations Liaison. Responsibilities include: Portland Historic Landmarks Commission; Design Commission; Fire Code Board of Appeals; EMS Policy Board; Model Cities Economic Development Trust Fund; Pioneer Courthouse Square; Pittock Mansion Advisory Committee; Portland City Planning Commission; and MPAC.

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The total staffing level reflects no change from the previous year.

The overall FY 1993-94 Adopted Budget for the Commissioner of Public Safety is approximately \$4,000 less than the Revised FY 1992-93 Budget.

PERCENT OF GENERAL FUND



DESCRIPTION OF PROGRAMS

Administration

The purpose of this program is to carry out the legislative, policy setting and management responsibilities of the Commissioner as set out in Chapter 2 of the City Charter. This program requests the resources to carry out the legislative, policy development, bureau management, internal office management, citizen outreach, and civic leadership responsibilities of the Commissioner.

PROGRAM EXPENSES

The Office of the Commissioner of Public Safety consists of one program.

BUREAU MANAGEMENT OBJECTIVES

The Commissioner of Public Safety has identified these primary objectives for FY 1993-94, as follows:

- *Management and oversight of the bureau's assigned to the Commissioner of Public Safety.*
- *Outreach to citizens, businesses, and community groups through community forums, public meetings, and other outreach efforts.*
- *Increase efforts to provide employment and contracting opportunities for minorities and other underutilized classes in all aspects of City business.*
- *Actively promote diversity in the City's workforce and the community; work with the Council to promote Affirmative Action goals.*
- *Promote increased productivity and efficiency in the delivery of City services through the consolidation of government services, cost reductions, and coordination of services delivery.*

MAJOR BUDGET NOTES

- *Support Service Consolidation. Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking, etc.*
- *Regulatory Review. Complete a city wide review of city regulations with the objective of eliminating unnecessary policies, code, revisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus but shall be expanded to include participation from the business community and general public. An outside expert in the area of regulatory reforms shall be secured to assist in completing this process.*

EFFECTIVENESS MEASURES

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
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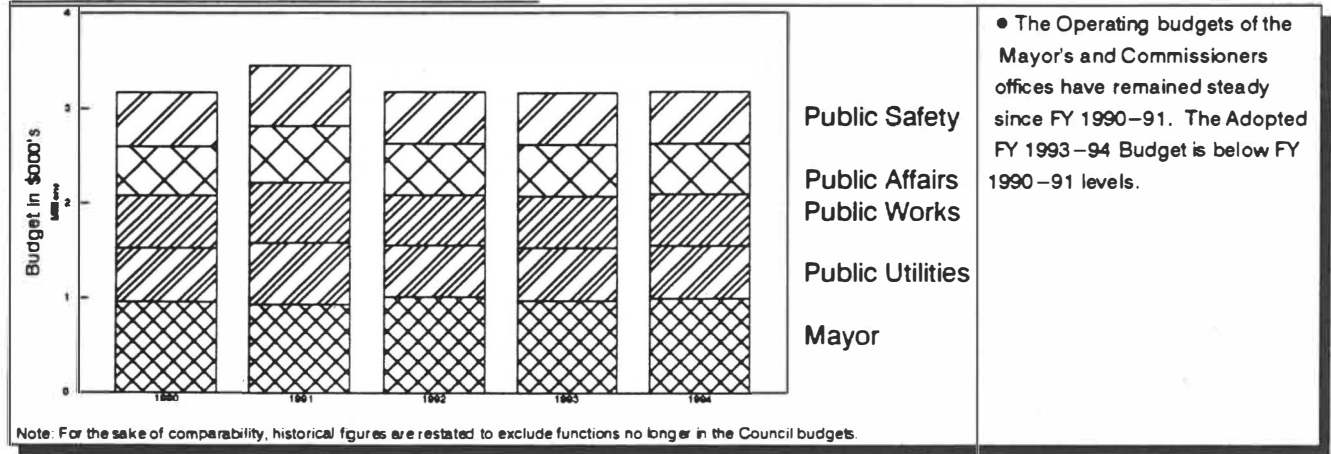
*Community Outreach
(65 per week)*

N/A N/A 90% 90%

Legislative functions

N/A N/A 95% 95%

COUNCIL OFFICES – BUDGET TRENDS



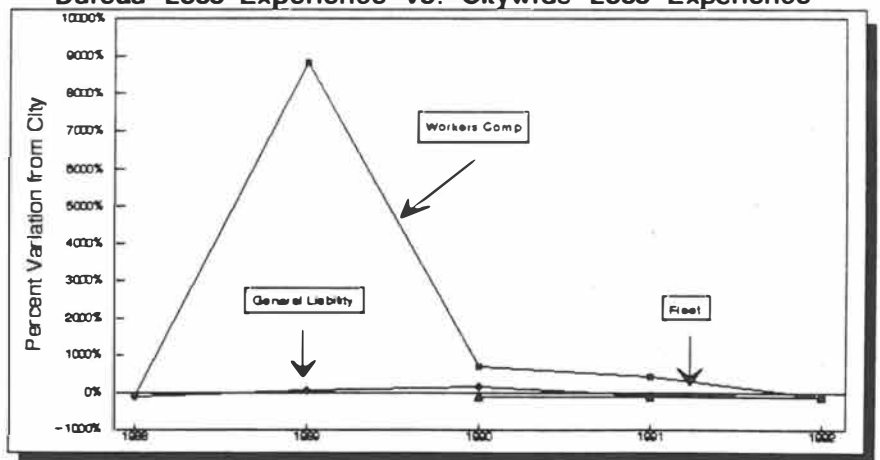
Workforce Diversity – Bureau vs. Citywide

● Affirmative Action history is not presently available.

COMBINED MAYOR & COMMISSIONER'S OFFICES

Bureau Loss Experience Vs. Citywide Loss Experience

- Worker's Compensation claims have been trending downward since FY 1989.
- There have been no Fleet liability claims.
- General liability claims have trended downward to zero in FY 1991.
- The estimated annual savings resulting from a 15% reduction in claims is \$3,853.



COMMISSIONER OF PUBLIC SAFETY (191)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Charlie Hales

BUREAU EXPENSES -- LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$280,521	\$271,917	\$312,921	\$333,102	\$333,102
512000 Part-Time/Limited-Term Employees	0	317	0	0	0
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	0	0	0	0
517000 Benefits	162,632	151,380	115,764	116,691	116,691
Total Personal Services	\$443,153	\$423,614	\$428,685	\$449,793	\$449,793
521000 Professional Services	\$2,894	\$849	\$4,600	\$1,122	\$1,122
522000 Utilities	6,722	298	0	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	0	0
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	5,038	3,800	2,300	2,000	2,000
531000 Office Supplies	11,404	5,524	3,600	3,800	3,800
532000 Operating Supplies	621	167	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	582	1,464	1,300	1,100	1,100
541000 Education	200	1,479	2,000	2,500	2,500
542000 Local Travel	0	0	0	0	0
543000 Out-of-Town Travel	499	2,801	4,000	4,000	4,000
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	2,549	486	1,800	1,000	1,000
Subtotal External Materials & Services	\$30,509	\$16,868	\$19,600	\$15,522	\$15,522
551000 Fleet Services	\$9,704	\$9,150	\$9,986	\$2,484	\$2,484
552000 Printing/Distribution	21,109	9,705	12,442	9,738	9,560
553000 Facilities Services	33,884	32,212	36,959	38,690	37,049
554000 Communications	16,582	10,083	11,781	11,511	11,511
555000 Data Processing	413	1,287	1,012	1,005	1,005
556000 Insurance	22,148	19,646	19,421	16,447	16,447
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	0	5	0	0	0
559000 Other Fund Services	255	0	0	0	0
Subtotal Internal Materials & Services	\$104,095	\$82,088	\$91,601	\$79,875	\$78,056
Total Materials & Services	\$134,604	\$98,956	\$111,201	\$95,397	\$93,578
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	3,148	698	3,500	3,500	3,500
Total Capital Outlay	\$3,148	\$698	\$3,500	\$3,500	\$3,500
573000 Cash Transfers -- Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	580,905	523,268	543,386	548,690	546,871

COMMISSIONER OF PUBLIC SAFETY (191)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Charlie Hales

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.		No.		No.	
0002	City Commissioner	1	1	1	61,601	1	63,621	1	63,621
0900	Staff Assistant	0	0	0	0	0	0	0	0
0824	Executive Assistant	1	1	1	53,592	1	55,938	1	55,938
0823	Commissioner's Assistant III	1	1	2	91,624	0	0	0	0
0822	Commissioner's Assistant II	5	2	0	0	4	185,343	4	185,343
0821	Commissioner's Assistant I	1	1	2	79,114	0	0	0	0
0230	Administrative Secretary	0	1	1	26,990	1	28,200	1	28,200
7492	Community Relations Specialist	0	0						
TOTAL FULL-TIME POSITIONS		9	7	7	312,921	7	333,102	7	333,102

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$582,688	\$570,101	\$656,688	\$697,838	\$780,896
<i>External Materials and Services</i>	\$353,039	\$712,505	\$405,642	\$73,450	\$78,334
<i>Internal Materials and Services</i>	\$197,913	\$222,228	\$213,556	\$120,156	\$118,970
<i>Minor Capital Outlay</i>	\$9,905	\$29,884	\$9,121	\$7,700	\$7,700
<i>Cash Transfers-Equipment</i>	\$2,800	\$0	\$0	\$0	\$0
Total Operating Budget	\$1,146,345	\$1,534,718	\$1,285,007	\$899,144	\$985,900
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$1,146,345	\$1,534,718	\$1,285,007	\$899,144	\$985,900
<i>Allocated Overhead Costs</i>				0	0
<i>Total Cost with Allocated Overhead</i>				\$899,144	\$985,900

Authorized Full-Time Positions

<i>Total</i>	14	12	11	14	15
<i>General Fund Discretionary</i>	6	4	4	6	7

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	1,109,381	958,391	894,144	980,900
<i>Non-Discretionary Revenues</i>				
<i>Grants & Donations</i>	416,454	320,696	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	0	0	0	0
<i>Bureau Program Revenue</i>	8,883	5,920	5,000	5,000
<i>Overhead Revenue from Other Funds</i>	0	0	0	0
Total Non-Discretionary Revenues	425,337	326,616	5,000	5,000
Total General Fund Resources	\$1,534,718	\$1,285,007	\$899,144	\$985,900

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Policy & Management</i>	\$983,209	\$822,598	\$768,200	\$854,956
<i>Positions</i>	10	9	12	13
<i>International Relations</i>	114,596	141,713	130,944	130,944
<i>Positions</i>	2	2	2	2
<i>Regional Drug Initiative</i>	436,913	320,696	0	0
<i>Positions</i>	0	0	0	0
TOTAL PROGRAMS	\$1,534,718	\$1,285,007	\$899,144	\$985,900
<i>Positions</i>	12	11	14	15

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 contacts between agencies of the City, federal, state, regional and local governments; and coordinates programs and promotes contacts between Portland and other cities throughout the world.

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner—in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

The Mayor's Office works with other City Council offices to identify and then focus citywide efforts on strategic policies and programs to address those priorities. For fiscal year 1993-94, special emphasis will be placed on efforts to implement the City Council's annual policy objectives and those of the Mayor.

Presently, the Mayor's bureau portfolio includes the Office of Finance and Administration, the Office of the City Attorney, the Office of Government Relations, the Bureau of Police, the Portland Development Commission, and the Metropolitan Human Rights Commission.

In addition, the Mayor serves as liaison to the Fire and Police Disability and Retirement Board, the Regional Drug Initiative, the Leaders Roundtable, the Economic Development Advisory Committee, the Civil Service Board, the Committee on Claims, the Police Internal Investigations Committee, and Portland Future Focus.

This Office consists of two programs: Policy & Management, and International Relations.

Major changes from FY 1992-93 to FY 1993-94 are as follows:

- The addition of four positions. The positions are Secretarial Clerk, Project Assistant which was formerly a part-time Project Manager, conversion of an interagency for a Security Officer to a full-time Project Manager, and City School Liason which was transferred from the Bureau of Community Development after the FY 1993-94 Proposed Budget.

- The Adopted Budget reflects the transfer of the Regional Drug Initiative Grant from the Mayor's budget to Special Appropriations.

The overall FY 1993-94 Adopted Budget for the Office of the Mayor is \$299,107 less than the Revised FY 1992-93 Budget due to the removal of the RDI Grant.

DESCRIPTION OF PROGRAMS

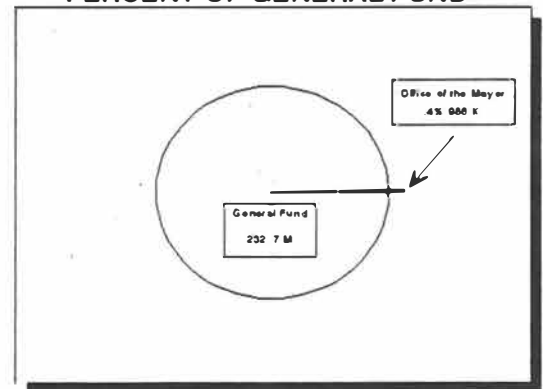
Policy & Management

This program consists of coordinating activities of City Council and City officials; chairing and participating in City Council meetings; establishing policies for the Mayor's bureaus and ensuring that they are efficiently run in response to the Mayor's and Council's directives. In addition, this program facilitates communication between City operations and the public to ensure citizen participation.

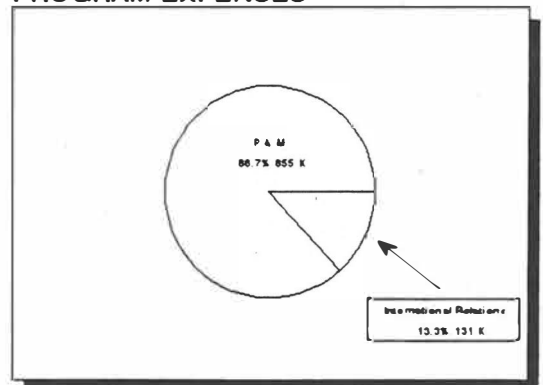
International Relations

This program assists sister city associations in their projects, which includes response to all international inquires, coordinating projects with the local international community, seeking international trade and international development activities, advising City Council on issues of protocol.

PERCENT OF GENERAL FUND



PROGRAM EXPENSES



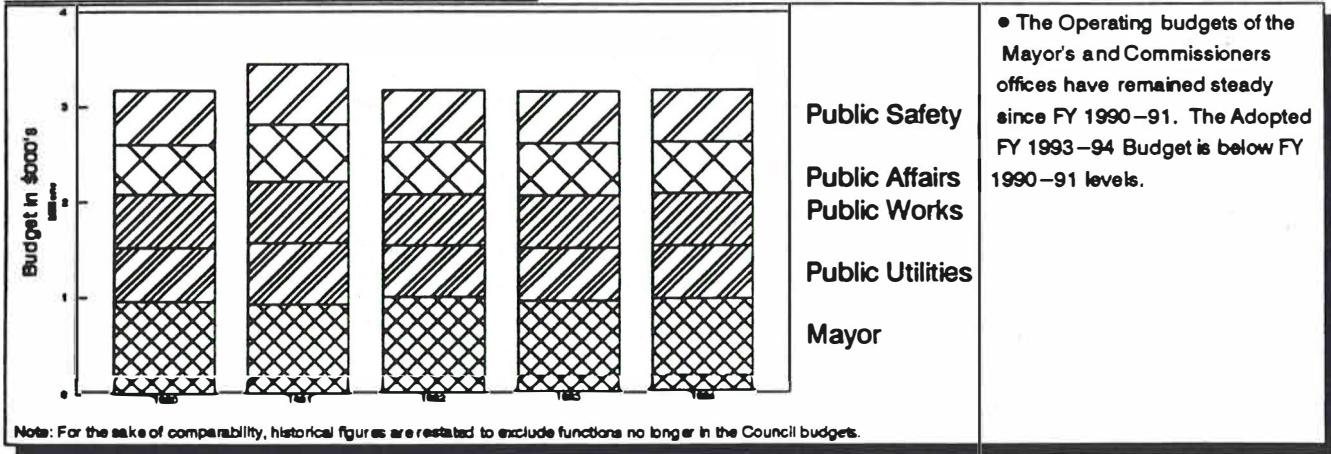
OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

COUNCIL OFFICES – BUDGET TRENDS



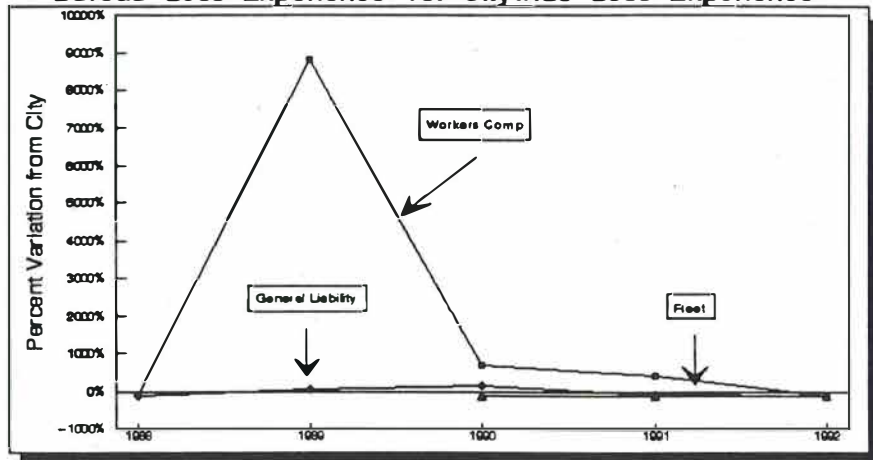
Workforce Diversity – Bureau vs. Citywide

- Affirmative Action history is not presently available.

COMBINED MAYOR & COMMISSIONER'S OFFICES

Bureau Loss Experience Vs. Citywide Loss Experience

- Worker's Compensation claims have been trending downward since FY 1989.
- There have been no Fleet liability claims.
- General liability claims have trended downward to zero in FY 1991.
- The estimated annual savings resulting from a 15% reduction in claims is \$3,853.



City of Portland, Oregon – FY 1993-94 Adopted Budget

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES

The Office of the Mayor has identified these primary objectives for FY 1993-94, as follows:

- *During FY 1993-94, the Office of the Mayor will work with the Council members to achieve the annual policy objectives established at the January 5, 1993 Council goal setting session: (1) Police Staffing: Implementation of Plan (2) Police Services: Prioritization of Staff Deployment (3) Economic Development Vitality: Policy (4) Evaluation and Policy Direction of Portland Development Commission (5) Livable City Project (6) Combined Sewer Overflow (7) Prioritization and Direction of Fire Services (8) City/Bureau Values Statement (9) Youth Employment: Direction (10) City Performance Benchmarks (11) Capitol Funding for General Fund Bureaus (12) Entrepreneurial Government: Direction (13) Water Supply and Conservation (14) Minority and Women-Owned Businesses (15) Arts Plan: Implementation (16) Resolution A: Revisit (17) Housing and Community Development (18) Leader's Roundtable.*

In addition to efforts to fulfill the City Council policy objectives, the Office of the Mayor will pursue policy goals that include:

PUBLIC SAFETY/LAW ENFORCEMENT:

- *Develop performance measurements for community policing.*
- *Increase accountability to the community by improving the effectiveness of PIIAC.*
- *Implement selected consolidation recommendations contained in Public Safety 2000 report.*
- *Complete construction of North Precinct building while achieving goals of minority contracting, community involvement and support.*
- *Develop a targeted, community based response to gang violence and crime.*
- *Improve customer service of non-emergency telephone reporting system.*
- *Review current efforts to prevent property crimes.*
- *Work with Multnomah County to maximize jail space.*
- *Improve City's emergency preparedness.*

ECONOMIC DEVELOPMENT AND JOB CREATION:

- *Develop performance measures for the City's economic development and job creation efforts.*
- *Help lead campaign to replace tax increment financing.*
- *Develop City economic development and job creation strategy which addresses 1) local business climate 2) business development and retention 3) job creation 4) workforce readiness.*
- *Improve the economic security north/northeast neighborhoods.*

GOVERNMENT EFFICIENCY AND RESPONSIVENESS:

- *Develop performance measures for overall City functions.*
- *Continue to improve and expand the Mayor's Office of the Ombudsman.*
- *Continue use of zero-based budgeting approach.*
- *Implement mechanisms to provide review of City's utility fees.*
- *Tie bureau performance on affirmative action to requests for increased funding.*
- *Improve minority employment opportunities and the number of minority and female contractors doing business with the City.*
- *Improve City government responsiveness by holding selected City Council meetings outside City Hall during evening hours.*

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

BUREAU MANAGEMENT OBJECTIVES CONTINUED

- Pursue regional opportunities to consolidate, collaborate and cooperate with governmental neighbors.
- Evaluate City services for efficiency and effectiveness against private sector providers.
- Evaluate City's personnel programs and their effectiveness.
- Develop benchmarks tied to annual Council goals, Portland Future Focus, and Oregon Benchmarks.
- Publish annual easy-to-understand report card detailing the City's performance on key services and objectives.

MAJOR BUDGET NOTES

- *Support Service Consolidation.* Complete a review of opportunities for consolidating support functions, such as word processing, office support, budget preparation and administration, citizen inquiry tracking, etc.
- *Regulatory Review.* Complete a city wide review of city regulations with the objective of eliminating unnecessary policies, code, revisions, administrative rules for purposes of streamlining processes and decreasing costs to associated businesses and the general public. This review shall build upon work already underway within bureaus but shall be expanded to include participation from the business community and general public. An outside expert in the area of regulatory reforms shall be secured to assist in completing this process.

EFFECTIVENESS MEASURES

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
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The Office of the Mayor is presently developing effectiveness measures, such as citizen surveys, and will be reporting on specific measures in future budget reports.

EFFICIENCY MEASURES

<i>48-hours maximum response time to phone calls</i>	90%	N/A	95%	95%
<i>4 working days maximum response time to corresp.</i>	90%	N/A	95%	95%
<i>2 working days maximum to process payment requests from bureaus</i>	N/A	N/A	95%	95%

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$373,651	\$341,722	\$419,943	\$516,269	\$563,228
512000 Part-Time/Limited-Term Employees	59,567	50,589	61,856	0	11,492
514000 Overtime	0	0	0	0	175
515000 Premium Pay	0	0	0	0	0
517000 Benefits	149,470	177,790	174,889	181,569	206,001
Total Personal Services	\$582,688	\$570,101	\$656,688	\$697,838	\$780,896
521000 Professional Services	\$120,617	\$237,281	\$92,214	\$25,775	\$25,775
522000 Utilities	4,745	6,511	2,941	0	0
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	1,682	2,594	3,547	4,304	4,304
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	130,644	354,623	217,353	5,600	10,484
531000 Office Supplies	5,710	15,983	11,449	5,300	5,300
532000 Operating Supplies	0	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	10,705	1,640	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	14,379	5,840	8,064	8,006	8,006
541000 Education	1,836	1,331	540	1,700	1,700
542000 Local Travel	1,331	2,186	7,662	650	650
543000 Out-of-Town Travel	28,734	27,385	32,498	10,700	10,700
544000 External Rent	8,658	16,475	11,973	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	23,998	40,656	17,401	11,415	11,415
Subtotal External Materials & Services	\$353,039	\$712,505	\$405,642	\$73,450	\$78,334
551000 Fleet Services	\$3,174	\$1,644	\$1,035	\$768	\$768
552000 Printing/Distribution	33,167	49,130	43,420	27,712	26,007
553000 Facilities Services	33,792	32,958	36,959	38,690	37,049
554000 Communications	22,940	17,427	22,385	19,898	19,898
555000 Data Processing	2,394	1,829	945	11,054	11,054
556000 Insurance	35,692	25,172	23,071	20,434	22,594
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	66,754	94,062	85,741	1,600	1,600
559000 Other Fund Services	0	6	0	0	0
Subtotal Internal Materials & Services	\$197,913	\$222,228	\$213,556	\$120,156	\$118,970
Total Materials & Services	\$550,952	\$934,733	\$619,198	\$193,606	\$197,304
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	9,905	29,884	9,121	7,700	7,700
Total Capital Outlay	\$9,905	\$29,884	\$9,121	\$7,700	\$7,700
573000 Cash Transfers – Equipment	\$2,800	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$1,146,345	\$1,534,718	\$1,285,007	\$899,144	\$985,900

OFFICE OF THE MAYOR (195)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Mayor Vera Katz

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93	Amount	FY 93-94	Amount	FY 93-94	Amount
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0002	Mayor	1	1	1	72,871	1	75,544	1	75,544
0900	Staff Assistant	0	0	0	0	3	65,146	3	65,146
0824	Executive Assistant	1	1	1	53,389	1	53,077	1	53,077
0823	Commissioner's Assistant III	5	2	2	88,698	0	0	0	0
0822	Commissioner's Assistant II	2	4	3	122,816	4	177,271	4	177,271
0821	Commissioner's Assistant I	3	0	0	0	2	67,223	2	67,223
0230	Administrative Secretary	2	4	4	82,169	3	78,008	3	78,008
7492	Community Relations Specialist	0	0	0		0		1	46,959
TOTAL FULL-TIME POSITIONS		14	12	11	419,943	14	516,269	15	563,228

BUREAU OF PURCHASES AND STORES (319)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$731,475	\$786,043	\$806,345	\$792,090	\$792,090
<i>External Materials and Services</i>	32,321	31,193	49,350	62,595	63,588
<i>Internal Materials and Services</i>	194,804	195,675	199,302	201,237	196,799
<i>Minor Capital Outlay</i>	0	13,978	0	6,000	6,000
<i>Cash Transfers-Equipment</i>	0	35,000	0	0	0
Total Operating Budget	\$958,600	\$1,061,889	\$1,054,997	\$1,061,922	\$1,058,477
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$958,600	\$1,061,889	\$1,054,997	\$1,061,922	\$1,058,477
<i>Allocated Overhead Costs</i>				49,338	49,338
<i>Total Cost with Allocated Overhead</i>				\$1,111,260	\$1,107,815

Authorized Full-Time Positions

<i>Total</i>	17	16	18	17	17
<i>General Fund Discretionary</i>	17	15	15	15	15

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	307,744	366,334	212,913	209,468
<i>Non-Discretionary Revenues</i>				
<i>Grants & Donations</i>	0	0	0	0
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	91,996	80,088	95,177	95,177
<i>Bureau Program Revenue</i>	72,743	62,317	70,000	70,000
<i>Overhead Revenue from Other Funds</i>	589,406	546,258	683,832	683,832
Total Non-Discretionary Revenues	754,145	688,663	849,009	849,009
Total General Fund Resources	\$1,061,889	\$1,054,997	\$1,061,922	\$1,058,477

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

<i>Purchasing</i>	\$725,890	\$773,004	\$922,506	\$919,061
<i>Positions</i>	11	13	13	13
<i>Equal Employment Opportunity</i>	3,629	5,000	7,000	7,000
<i>Positions</i>	0	0	1	1
<i>Municipal Stationary and Stores</i>	241,732	220,233	0	0
<i>Positions</i>	4	4	0	0
TOTAL PROGRAMS	\$1,061,889	\$1,054,997	\$1,061,922	\$1,058,477
<i>Positions</i>	16	18	17	17

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

The Bureau of Purchases and Stores administers competitive bidding and contracts processes in compliance with necessary laws to acquire goods and services for City bureaus. Procurement services impact most bureaus and departments on a daily basis. Processing time for purchase requisitions is cited by all bureaus as critical to their efficient operation. During the past four years, the Bureau of Purchases and Stores has

BUREAU OF PURCHASES AND STORES (319)

Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Earl Blumenauer

SUMMARY OF BUREAU EXPENSES

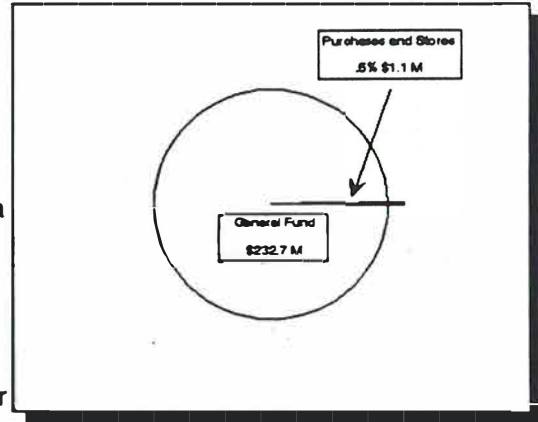
GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR (cont'd)

worked to implement an automated purchasing information module of the City's new Integrated Business Information System (IBIS). The Purchasing module of IBIS is critical to its operation.

The Bureau of Purchases and Stores consists of three programs which are mandated by City Charter and City Code: Equal Opportunity Employment, Purchasing, and Surplus Property Warehouse. The Bureau has budgeted \$70,000 in revenue from surplus property sales, and and \$95,177 in interragency revenue. The remainder of its operation is supported by overhead and discretionary resources.

In FY 1993-94 the Bureau of Purchases and Stores has decentralized the Municipal Stores operation to provide better support for the Surplus Property, Equal Employment Opportunity Program, and oversight of Professional Service Contracts. Purchasing will be decentralized allowing bureaus to purchase directly from businesses. As a result of the closure of the Municipal Stores Program two positions were reallocated to create a Minority Business Enterprise/EEO Liaison for the Equal Employment Opportunity Program and a Senior Buyer to address Professional Service Contracts.

The FY 1993-94 Adopted Budget is approximately \$3,500 above the FY 1992-93 Revised Budget due to inflation. The total number of positions has declined from 18 in FY 1992-93 to 17 in the Adopted Budget as a result of the elimination of the Municipal Stores Program.



DESCRIPTION OF PROGRAMS

Purchasing

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 statues, and City Charter/Code requirements. A Senior Buyer will assist operating bureaus in the bid and bid evaluation process for Professional, Technical, and Expert Services.

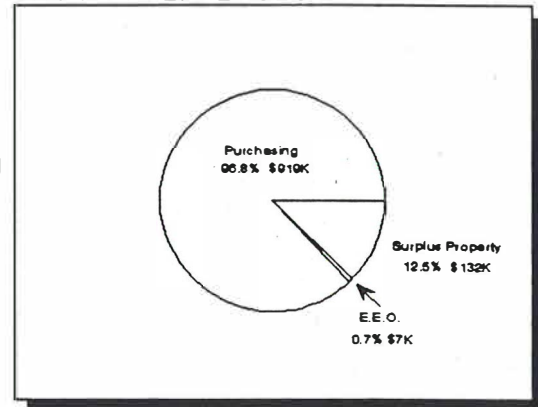
Surplus Property Warehouse

This program provides for operation of the Surplus Property Warehouse which receives, stores, transfer, disposes, recycles, or sells property using the method that is most economically advantageous to the City. A PC-based program to monitor capitalized property will be established and greater emphasis will be placed on asset control. Additional public sales will be conducted with more innovative and creative marketing techniques used to increase revenue.

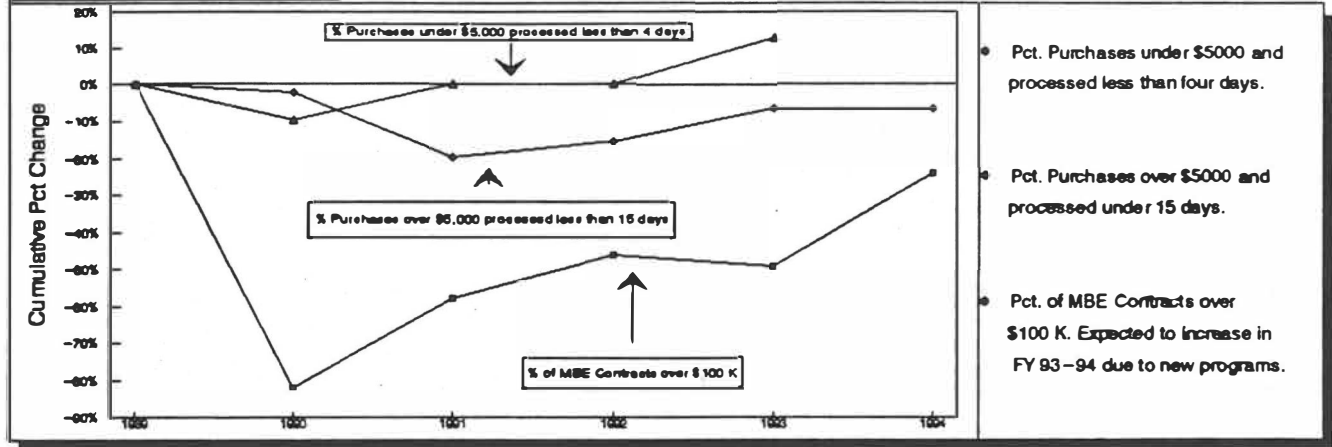
Equal Employment Opportunity

This program ensures that contractors and vendors conducting business with City in excess of \$2,500 annually provide certification of non-discrimination in hiring practices. This program is mandated by Federal Requirements and City Code. Special emphasis will be place on the City's Purchasing EEO program, and the city's minority/ Female Business Enterprise program. The MBE Liasion will assist buraus, contractors, vendors, and the MBE community to increase the use of MBE firm, and provide a focal point in the coordination of these programs.

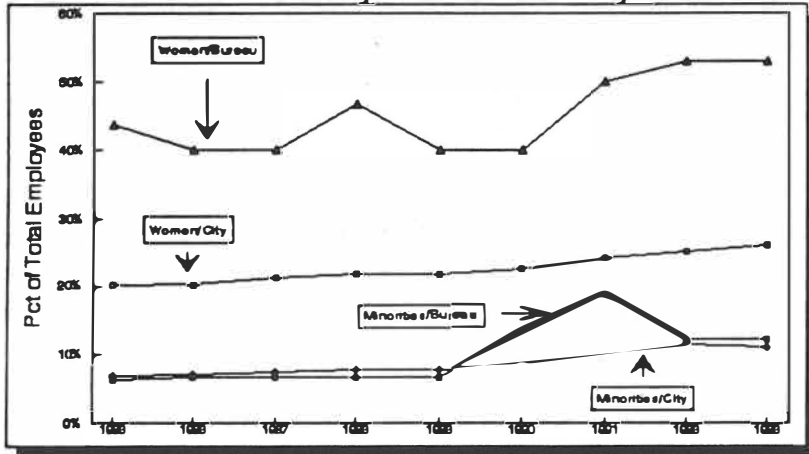
PROGRAM EXPENSES



PERFORMANCE TRENDS



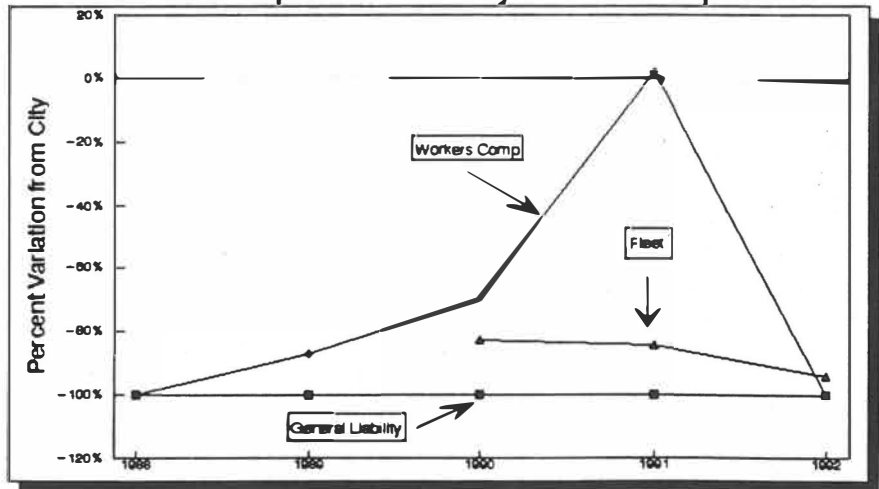
Workforce Diversity – Bureau vs. Citywide



- Bureau's percentage of women employees exceeds the city-wide average.
- Bureau's percentage of minorities employed has exceeded the city-wide average since FY 1989-90.

- Worker's Compensation has declined significantly since FY 1991.
- Fleet liability is well below the City average.
- There have been no liability claims.
- The estimated annual savings resulting from a 15% reduction in claims is \$790.

Bureau Loss Experience Vs. Citywide Loss Experience



BUREAU MANAGEMENT OBJECTIVES

The Bureau of Purchases of Stores has identified three primary objectives for FY 1993-94, as follows:

- *Establish codified Minority Business Enterprise Program*
- *Decentralize informal purchases up to \$5,000*
- *Establish requirement contracts for major commodities previously supplied through Municipal Stores*

MAJOR BUDGET NOTES

- *The following evaluations of City surplus property programs will be completed by the bureau no later than O*
 - *Feasibility of consolidating surplus property functions with the Police Evidence Warehouse.*
 - *Contracting out surplus property functions*
 - *Increased retailing of city surplus property*
- *Develop a policy for Council review allowing the donation of City surplus property for operational use by non-profit organizations working in partnership with City programs.*
- *Consult with Business Licenses to develop dual responsibility for field representatives in conducting Minority/Women Business Enterprise audits.*
- *Continue work with the Association for Portland Progress on improving the purchasing system.*

	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
<u>EFFECTIVENESS MEASURES</u>				
% of purchases requisitions over \$5,000 and less than formal limit processed in 15 days	77.4%	90%	85%	85%
% of MBE participation in City contracts over \$100,000	7.1%	10%	10%	10%
<u>EFFICIENCY MEASURES</u>				
Cost of each dollar of expenditure	.006	.006	.006	.006
Cost of each dollar of surplus sales	.095	.095	.095	.095
<u>WORKLOAD MEASURES</u>				
Total number of requisitions processed	6,235	5,000	5,000	5,000
Total number of formal bids processed	193	160	160	160
Number EEO Renewal Applications Processes	2,359	3,000	3,000	3,000
Number of new EEO applications processed	302	350	350	350

BUREAU OF PURCHASES AND STORES (319)

Service Area: Legislative/Administrative/Support/Services

Commissioner-in-Charge: Earl Blumenauer

BUREAU EXPENSES – LINE ITEM DETAIL

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$436,496	\$483,322	\$575,460	\$572,122	\$572,122
512000 Part-Time/Limited-Term Employees	21,234	3,705	0	0	0
514000 Overtime	0	0	200	0	0
515000 Premium Pay	499	192	500	0	0
517000 Benefits	273,246	298,824	230,185	219,968	219,968
Total Personal Services	\$731,475	\$786,043	\$806,345	\$792,090	\$792,090
521000 Professional Services	\$0	\$0	\$0	\$0	\$0
522000 Utilities	4,213	3,483	3,500	3,500	3,500
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	762	176	4,500	4,140	5,133
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	4,101	3,464	5,000	5,500	5,500
531000 Office Supplies	4,181	2,973	10,300	12,805	12,805
532000 Operating Supplies	612	398	500	0	0
533000 Repair & Maintenance Supplies	0	0	400	300	300
534000 Minor Equipment	0	0	300	1,200	1,200
535000 Clothing	266	211	500	300	300
539000 Other Commodities	13,665	14,151	16,850	26,450	26,450
541000 Education	1,400	1,864	2,200	3,100	3,100
542000 Local Travel	1,123	1,461	2,100	2,100	2,100
543000 Out-of-Town Travel	1,998	3,012	3,200	3,200	3,200
544000 External Rent	0	0	0	0	0
545000 Interest	0	0	0	0	0
546000 Refunds	0	0	0	0	0
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	0	0	0	0	0
Subtotal External Materials & Services	\$32,321	\$31,193	\$49,350	\$62,595	\$63,588
551000 Fleet Services	\$4,208	\$4,825	\$4,942	\$3,487	\$3,487
552000 Printing/Distribution	36,497	37,311	42,127	42,033	39,444
553000 Facilities Services	42,371	63,437	48,912	48,703	47,847
554000 Communications	9,969	9,777	10,076	13,856	12,863
555000 Data Processing	73,187	52,931	60,227	67,613	67,613
556000 Insurance	25,386	24,149	29,718	25,545	25,545
557000 Equipment Lease	0	0	0	0	0
558000 Same Fund Services	3,186	3,245	3,300	0	0
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$194,804	\$195,675	\$199,302	\$201,237	\$196,799
Total Materials & Services	\$227,125	\$226,868	\$248,652	\$263,832	\$260,387
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	0	13,978	0	6,000	6,000
Total Capital Outlay	\$0	\$13,978	\$0	\$6,000	\$6,000
573000 Cash Transfers – Equipment	\$0	\$35,000	\$0	\$0	\$0
Total Bureau Expenses	\$958,600	\$1,061,889	\$1,054,997	\$1,061,922	\$1,058,477

BUREAU OF PURCHASES AND STORES (319)
Service Area: Legislative/Administrative/Support/Services
Commissioner-in-Charge: Earl Blumenauer

FULL-TIME POSITIONS

Class	Title	Actual	Actual	Revised Budget		Proposed		Adopted	
		FY 90-91	FY 91-92	FY 92-93		FY 93-94		FY 93-94	
		No.	No.	No.	Amount	No.	Amount	No.	Amount
0424	Purchasing Manager	1	1	1	60,216	1	62,181	1	62,181
0422	Assistant Purchasing Manager	1	1	0	0	0	0	0	0
0421	Senior Buyer	3	3	3	116,259	5	151,117	5	151,117
0420	Buyer	2	2	2	66,398	2	68,402	2	68,402
0413	Stores Systems Manager	1	1	1	44,474	1	46,959	1	46,959
0410	Storekeeper I	4	3	4	79,571	1	30,506	1	30,506
0222	Secretarial Assistant	1	1	1	26,246	1	27,040	1	27,040
0220	Secretarial Clerk I	2	1	0	0	0	0	0	0
0114	Clerical Specialist	2	1	2	50,154	2	51,658	2	51,658
0368	Data entry Coordinator	0	1	0	0	0	0	0	0
0345	Word Processing Op 1	0	1	1	24,847	1	25,599	1	25,599
0140	Data Entry Clerk	0	0	0	0	0	0	0	0
0619	Senior Administrative Specialist	0	0	0	0	1	25,563	1	25,563
0409	Senior Storekeeper	0	0	1	31,800	0	0	0	0
0670	Program Manager	0	0	1	44,740	1	47,940	1	47,940
0962	Asst. Program Specialist	0	0	1	30,755	1	35,157	1	35,157
TOTAL FULL-TIME POSITIONS		17	16	18	575,460	17	572,122	17	572,122

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
EXPENDITURES					
Operating Budget:					
<i>Personal Services</i>	\$0	\$47,273	\$324,200	\$420,767	\$331,746
<i>External Materials and Services</i>	2,165,190	2,153,284	7,982,128	11,549,058	12,007,228
<i>Internal Materials and Services</i>	333,352	390,715	241,057	154,311	144,692
<i>Minor Capital Outlay</i>	122,497	5,612	0	0	0
<i>Cash Transfers-Equipment</i>	0	0	0	0	0
Total Operating Budget	\$2,621,039	\$2,596,884	\$8,547,385	\$12,124,136	\$12,483,666
<i>Capital Improvements</i>	0	0	0	0	0
TOTAL BUREAU EXPENSES	\$2,621,039	\$2,596,884	\$8,547,385	\$12,124,136	\$12,483,666

Allocated Overhead Costs

Total Cost with Allocated Overhead

\$12,124,136 **\$12,483,666**

Authorized Full-Time Positions

Total 0 0 0 0

SOURCE OF FUNDING

General Fund (101)

Types of General Fund Resources:

<i>Discretionary General Fund</i>	2,340,979	7,866,091	10,876,947	11,311,339
Non-Discretionary Revenues				
<i>Grants & Donations</i>	0	0	207,225	207,225
<i>Contract Revenue</i>	0	0	0	0
<i>Interagency Services</i>	255,905	681,294	709,062	709,062
<i>Bureau Program Revenue</i>	0	0	0	0
<i>Overhead Revenue from Other Funds</i>	0	0	330,902	256,040
Total Non-Discretionary Revenues	255,905	681,294	1,247,189	1,172,327
Total General Fund Resources	\$2,596,884	\$8,547,385	\$12,124,136	\$12,483,666

Note: Discretionary General Fund revenues are those which may be used at the Council's discretion for any public purpose.

Non-discretionary revenues are restricted by policy or contractual agreement to the bureaus who generate the revenue.

PROGRAMS

	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Public Safety				
<i>Regional Drug Initiative</i>				
<i>Civil Rights Ordinance Enforcement</i>	0	0	35,000	35,000
<i>Urban Services Reserve</i>	0	0	883,600	0
Parks, Recreation & Culture				
<i>Art Incentive Fund/Challenge Grant</i>	0	0	250,000	250,000
<i>Urban Services Reserve</i>	0	0	220,895	0
Community Development				
<i>Economic Development District Assessments</i>	41,405	30,975	31,010	31,010
<i>NE Workforce Center</i>	0	0	0	99,216
<i>Block by Block Weatherization</i>	191,683	172,822	148,326	148,296
<i>Business Development (PDC)</i>	0	0	472,074	472,074
<i>Downtown Services</i>	441,586	474,762	475,811	475,811
<i>Special Opportunities/Workforce Program</i>	49,670	577,300	577,300	577,300
<i>Elderhope Interim Construction Loan</i>	0	0	0	1,595,000

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental
 Commissioner-in-Charge: Mayor Vera Katz

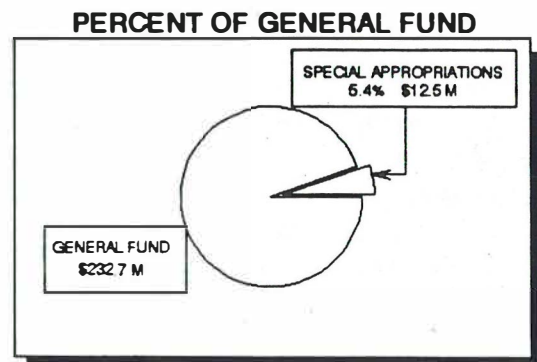
SUMMARY OF BUREAU EXPENSES

PROGRAMS (cont'd)	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
Legislative, Administrative, Support				
Management Council	426	5,000	4,800	4,800
Council Emergency Funds	7,000	7,000	7,000	7,000
Leaders Roundtable	0	0	9,700	9,700
Special Events/Film Coordination	0	0	0	15,000
Employee Empowerment Fund	0	0	50,000	50,000
Customer Survey	0	0	50,000	50,000
Special Studies	0	0	300,000	187,500
International Relations Office	0	0	131,200	0
Unemployment Insurance	198,475	200,000	200,000	200,000
Regional Drug Initiative Grant	0	0	207,225	207,225
Innovations Loan Program	0	0	250,000	250,000
Integrated Business Information System (IBIS) Implementation	280,749	248,894	262,520	261,059
City Memberships and Dues	339,587	350,270	353,371	353,371
Business License Refunds	793,891	1,409,662	1,494,176	1,494,176
Compensation Adjustments	0	4,790,323	5,680,128	5,680,128
Historical Appropriations	252,412	250,377	0	0
TOTAL PROGRAMS	\$2,596,884	\$8,517,385	\$12,094,136	\$12,453,666
Positions	0	0	0	0

GENERAL DESCRIPTION and CHANGES FROM PRIOR YEAR

Special Appropriations are used for special projects and for expenditures that are not specific to any particular bureau's operating budget and provide citywide benefits.

In FY1993-94, Special Appropriations total \$12.5 million, or 5.4% of the total General Fund budget. \$1.2 million is recovered through interagency revenues, federal grants and overhead allocations. FY1993-94 Special Appropriations include several new projects aimed at addressing new ways to provide City services, ranging from a special fund to support innovative pilot programs to Special Studies funding for a variety of management and operational assessments.



PROGRAM DESCRIPTIONS

PUBLIC SAFETY

	Actual FY 90-91	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
Regional Drug Initiative (Office of the Mayor)					
5290 Miscellaneous Services	30,000	0	30,000	30,000	30,000

This special appropriation is the City's contribution toward the cost of a multi-jurisdictional partnership in the metropolitan area to fight illegal drug activity. RDI receives grant funds from the federal Office of Substance Abuse Prevention. This special appropriation is the City's contribution which goes toward education and community involvement projects that do not qualify for the grant.

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental
 Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

PROGRAM DESCRIPTIONS

	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
Civil Rights Ordinance Enforcement					
5290 Miscellaneous Services	0	0	0	35,000	35,000

(Office of Mayor)

This special appropriation provides funding for contracts with the Oregon State Bureau of Labor and Industry and the Fair Housing Council to coordinate the enforcement of the City's Civil Rights ordinance.

Urban Services Reserve (Police) *(Office of Finance and Administration)*

5290 Miscellaneous Services	0	0	0	883,600	0
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The Proposed Budget included an estimate of the additional costs of providing police services in newly annexed areas. The Adopted Budget distributed the funds directly to the impacted Bureaus: \$1,003,695 to Police Budget; \$75,000 to Parks; and \$28,500 to Buildings for the Nuisance Program.

PARKS, RECREATION & CULTURE

Art Incentive Fund/Challenge Grant

(Office of Mayor)

5490 Miscellaneous	0	0	0	250,000	250,000
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This new special appropriation has been established for the implementation of Arts Plan 2000+. It provides funds to leverage other public and private funds through the Metropolitan Arts Commission.

Urban Services Reserve (Parks) *(Office of Finance and Administration)*

5490 Miscellaneous	0	0	0	220,895	0
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The Proposed Budget included an estimate of the additional costs of providing park services in newly annexed areas. The Adopted Budget distributed the funds directly to the impacted Bureaus: \$1,003,695 to Police Budget; \$75,000 to Parks; and \$28,500 to Buildings for the Nuisance Program.

COMMUNITY DEVELOPMENT

Economic Improvement District (EID) Assessments

(Office of The City Auditor)

5490 Miscellaneous	25,526	41,405	30,975	31,010	31,010
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This special appropriation funds the City's share of the Downtown EID, based on the amount of city-owned property in the district. These charges to downtown property owners are used to support guides, marketing strategies, and enhanced security and street cleaning services in the downtown area.

Block by Block Weatherization *(Energy Office)*

5240 Repair & Maintenance	0	0	0	804	804
5290 Miscellaneous Services	191,034	176,514	157,439	128,400	128,400
5310 Office Supplies	18	0	100	1,000	1,000
5410 Education	450	465	1,000	600	600
5430 Out-of-Town Travel	0	822	0	0	0
5490 Miscellaneous	425	35	350	2,000	2,000
5510 Fleet Services	132	129	207	207	207
5520 Printing/Distribution	19	1	100	200	200
5530 Facilities Services	500	998	560	1,096	1,096
5540 Communication Services	0	248	104	104	104
5580 Same Fund Services	11,027	12,471	12,962	13,915	13,915
TOTAL:	\$203,605	\$191,683	\$172,822	\$148,326	\$148,326

This program provides attic insulation and installation of effective, low-cost conservation measures by local contractors to more than 1,300 low-income families.

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

<u>PROGRAM DESCRIPTIONS</u>	<u>Actual</u> <u>FY 90-91</u>	<u>Actual</u> <u>FY 91-92</u>	<u>Revised</u> <u>FY 92-93</u>	<u>Proposed</u> <u>FY 93-94</u>	<u>Adopted</u> <u>FY 93-94</u>
NE WorkForce Center					
5210 Professional Services	0	0	0	0	99,216
<p>This special appropriation continues support for information and referral services to connect job seekers in Northeast Portland to job training, placement and social service programs, with particular emphasis on helping clients overcome barriers to employment such as lack of childcare, transportation, or health care. Previously this program had been funded through the Bureau of Community Development.</p>					
Business Development	<i>(Office of Mayor)</i>				
5290 Miscellaneous Services	\$0	\$0	\$0	\$472,074	\$472,074
<p>This new special appropriation supports the Portland Development Commission's Business Recruitment and Business Retention programs. Support for this program previously was provided through tax increment revenues.</p>					
Downtown Services	<i>(Bureau of General Services)</i>				
5290 Miscellaneous Services	\$0	\$374,786	\$387,656	\$384,525	\$384,525
5580 Same Fund Services	0	66,800	87,106	91,286	91,286
TOTAL:	\$0	\$441,586	\$474,762	\$475,811	\$475,811

This special appropriation, which began in FY 1991-92, pays for special services to keep Downtown Portland a safe, attractive center for people and businesses: a park bicycle patrol, enhanced security for Pioneer Courthouse Square and adjacent areas, public restroom cleaning, and maintenance of the flower pots along the transit mall and light rail corridor. This appropriation is in addition to the EID assessment that the City also pays.

Special Opportunity/Workforce Programs	<i>(Office of Mayor)</i>				
<i>Expenses:</i>					
5110 Full-Time Employees	\$0	\$2,603	\$0	\$0	\$0
5120 Part-Time Employees	0	39,708	301,161	308,700	308,700
5170 Benefits	0	4,962	23,039	23,046	23,046
5290 Miscellaneous Services	0	2,397	220,000	220,000	220,000
5580 Same Fund Services	0	0	33,100	25,554	25,554
TOTAL:	0	49,670	577,300	577,300	577,300

Revenues:

Interagency Service Revenue	\$0	\$0	\$555,517	\$555,461	\$555,461
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This special appropriation will be used to fund workforce development programs for targeted City residents. In the past, the Construction Trades Internship Program (CTIP) and a First Source contract have been funded through this appropriation. This special appropriation is supported by interagency funding from Water, Environmental Services, Transportation, Golf and Facilities Funds.

ElderHope Interim Construction	<i>(Bureau of Community Development)</i>				
5490 Miscellaneous	0	0	0	0	1,595,000

This special appropriation will provide short-term construction financing for the low-income elderly housing project.

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental
 Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

PROGRAM DESCRIPTIONS	Actual FY 90-91	Actual FY 91-92	Revised FY 92-93	Proposed FY 93-94	Adopted FY 93-94
LEGISLATIVE / ADMINISTRATIVE					
Management Council	<i>(Office of Finance & Administration)</i>				
5490 Miscellaneous	298	426	5,000	4,800	4,800
This is an annual appropriation for development activities and meetings of the City's bureau managers.					
Council Emergency Funds	<i>(Office of Mayor & Commissioners' Offices)</i>				
5490 Miscellaneous	7,000	7,000	7,000	7,000	7,000
This is an annual special appropriation for use by the Mayor and Commissioners as specified by City Charter 2-105 (a) 14 & 2-108.					
Leaders Roundtable	<i>(Office of Finance & Administration)</i>				
5290 Miscellaneous Services	0	0	0	9,700	9,700
This special appropriation is the City's share of support for an advisory group made up of community leaders which is convened to coordinate and improve interrelated services.					
Special Events/Film Coordination	<i>(Bureau of Licenses)</i>				
5490 Miscellaneous	0	0	0	0	15,000
This new special appropriation will be used to fund special events and film production coordination through the Bureau of Licenses.					
Employee Empowerment Fund	<i>(Office of Mayor)</i>				
5490 Miscellaneous	0	0	0	50,000	50,000
This special appropriation funds a new program aimed at encouraging and recognizing innovative suggestions from City employees that will save the City money. This program will be further developed on consultation with Labor-Management Benefits Committee.					
Customer Survey	<i>(Office of Mayor)</i>				
5490 Miscellaneous	0	0	0	50,000	50,000
This appropriation funds an expanded citywide survey of citizen perceptions on the quality and need for City services.					
Special Studies	<i>(Office of Finance and Administration)</i>				
5490 Miscellaneous	0	0	0	300,000	187,500
This special appropriation has been established to fund special management studies including span-of-control, regulatory review, and water & sewer functional analysis.					
Unemployment Insurance	<i>(Office of Finance and Administration)</i>				
5490 Miscellaneous	132,643	198,475	200,000	200,000	200,000
This appropriation provides funding for the General Fund share of the cost of the City's unemployment insurance claims.					
Innovations Loan Program	<i>(Office of Mayor)</i>				
5490 Miscellaneous	0	0	0	250,000	250,000
This special appropriation will fund a new program to provide seed money to bureaus for new technology or work design that will reduce cost of service and improve productivity.					

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

<u>PROGRAM DESCRIPTIONS</u>	<i>Actual</i> <i>FY 90-91</i>	<i>Actual</i> <i>FY 91-92</i>	<i>Revised</i> <i>FY 92-93</i>	<i>Proposed</i> <i>FY 93-94</i>	<i>Adopted</i> <i>FY 93-94</i>
Regional Drug Initiative Federal (Office of Finance and Administration)					
<i>Expenses:</i>					
5211 Consulting	0	0	0	31,084	31,084
5227 Telephone	0	0	0	3,000	3,000
5290 Misc Services	0	0	0	151,500	151,500
5310 Office Services	0	0	0	1,537	1,537
5430 Out-of-Town Travel	0	0	0	4,960	4,960
5441 Office Rent	0	0	0	7,764	7,764
5449 Other Rents	0	0	0	1,000	1,000
5490 Miscellaneous	0	0	0	1,750	1,750
5520 Print/Distribution	0	0	0	4,630	4,630
TOTAL:	0	0	0	207,225	207,225
<i>Revenues:</i>					
Federal Grant Funds	\$0	\$0	\$0	\$207,255	\$207,255

The federal grant funds will pass through Special Appropriations to Regional Drug Initiative (RDI) as an administrative function. This special appropriation is totally offset by federal funds and does not impact the General Fund requirements. This is in addition to the \$30,000 RDI Special Appropriation which supports activities that are not eligible for federal funding.

Integrated Business Information System (IBIS) Implementation	<i>(Office of Finance and Admin.)</i>				
<i>Expenses:</i>					
5210 Professional Services	84,980	\$0	\$0	\$80,000	\$80,000
5310 Office Supplies	232	0	0	0	0
5410 Education	0	0	0	5,000	5,000
5430 Out-of-Town	17,901	4,020	0	0	0
5490 Miscellaneous	8,056	7,136	141,976	168,329	168,329
5520 Printing/Distribution	11,234	3,506	0	5,000	3,626
5530 Facilities Services	0	0	0	3,667	3,580
5540 Communication Services	0	0	0	524	524
5550 Data Processing	0	108,000	0	0	0
5570 Equipment Lease	63,499	90,607	0	0	0
5580 Same Fund Services	246,941	67,480	106,918	0	0
TOTAL:	\$432,843	\$280,749	\$248,894	\$262,520	\$261,059
<i>Revenues:</i>					
Interagency Service Revenue	\$185,838	\$168,076	\$125,777	\$153,601	\$153,601

This special appropriation (which includes interagency support from Water, Transportation, and Environmental Services) provides funding for special services required in order to use the Integrated Business Information System (IBIS) most effectively and install its remaining components.

City Membership and Dues	<i>(Office of Mayor)</i>				
5290 Miscellaneous Services	317,231	339,587	350,270	353,371	353,371

This special appropriation is a combination of separate special appropriation categories for citywide memberships and dues. Of the expected cost in 1993-94, \$197,058 is dues to the Metropolitan Service District, \$45,828 is dues to the Metropolitan Boundary Commission, \$73,100 is the City's membership in

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental
 Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

<u>PROGRAM DESCRIPTIONS</u>	<i>Actual</i> FY 90-91	<i>Actual</i> FY 91-92	<i>Revised</i> FY 92-93	<i>Proposed</i> FY 93-94	<i>Adopted</i> FY 93-94
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City Membership and Dues (Cont'd)

the League of Oregon Cities, \$8,304 is to the US Conference of Mayors, \$14,081 is to the National League of Cities, and \$15,000 is to Public Technology, Inc. (PTI).

Business License Refunds	<i>(Bureau of Licenses)</i>				
5450 Interest	\$3,099	\$3,492	\$2,000	\$5,000	\$5,000
5460 Refunds	1,132,534	790,399	1,407,662	1,489,176	1,489,176
TOTAL:	\$1,135,633	\$793,891	\$1,409,662	\$1,494,176	\$1,494,176

This special appropriation covers refunds required when business owners overpay business license fees.

Compensation Adjustments *(Office of Finance and Administration)*

5490 Miscellaneous	\$0	\$0	\$4,790,323	\$5,680,128	\$5,680,128
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This appropriation is a "set-aside" for General Fund adjustments to salaries and benefits for City employees, based on projections of inflation. These funds are distributed to bureaus during the Third Quarter Adjustments each fiscal year.

Historical Appropriations	252,412	250,377	0	0	0
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This category is for special appropriations that either were formerly funded but have no FY93/94 budget.

International Relations Office *(Office of Mayor)*

Expenses:

5110 Full-Time Employees	0	0	0	65,668	0
5170 Benefits	0	0	0	23,353	0
5210 Professional Services	0	0	0	10,625	0
5240 Repair & Maint Services	0	0	0	650	0
5290 Misc Services	0	0	0	4,000	0
5310 Office Supplies	0	0	0	2,500	0
5390 Other Commodities External	0	0	0	6,626	0
5410 Education	0	0	0	500	0
5420 Local Travel	0	0	0	150	0
5430 Out-of-Town Travel	0	0	0	3,000	0
5490 Miscellaneous	0	0	0	6,000	0
5510 Fleet Services	0	0	0	500	0
5520 Print/Distribution	0	0	0	5,000	0
5540 Communications Services	0	0	0	2,628	0
TOTAL:	0	0	0	131,200	0

It was originally proposed to move the International Relations Office from the Mayor's Office to Special Appropriations. However, the Council directed that funding should remain associated with the Mayor's Office.

SPECIAL APPROPRIATIONS (401)

Service Area: Non-Departmental

Commissioner-in-Charge: Mayor Vera Katz

SUMMARY OF BUREAU EXPENSES

<i>Expenditure Classification</i>	<i>Actual FY 90-91</i>	<i>Actual FY 91-92</i>	<i>Revised Budget FY 92-93</i>	<i>Proposed FY 93-94</i>	<i>Adopted FY 93-94</i>
511000 Full-Time Employees	\$0	\$2,603	\$0	\$65,668	\$0
512000 Part-Time/Limited-Term Employees	0	39,708	301,161	308,700	308,700
514000 Overtime	0	0	0	0	0
515000 Premium Pay	0	3	0	0	0
517000 Benefits	0	4,959	23,039	46,399	23,046
Total Personal Services	\$0	\$47,273	\$324,200	\$420,767	\$331,746
521000 Professional Services	\$117,071	\$52,974	\$160,597	\$121,709	\$210,300
522000 Utilities	0	0	0	3,000	3,000
523000 Equipment Rental	0	0	0	0	0
524000 Repair & Maintenance	0	0	0	1,454	804
528000 Local Match Payment	0	0	0	0	0
529000 Miscellaneous Services	538,265	993,862	1,145,365	1,753,570	1,749,570
531000 Office Supplies	250	0	100	5,037	2,537
532000 Operating Supplies	1,719	0	0	0	0
533000 Repair & Maintenance Supplies	0	0	0	0	0
534000 Minor Equipment	0	0	0	0	0
535000 Clothing	0	0	0	0	0
539000 Other Commodities	0	0	0	6,626	0
541000 Education	450	465	1,000	6,100	5,600
542000 Local Travel	0	0	0	150	0
543000 Out-of-Town Travel	17,901	4,842	0	7,960	4,960
544000 External Rent	0	0	0	8,764	8,764
545000 Interest	3,099	3,492	2,000	5,000	5,000
546000 Refunds	1,132,534	790,399	1,407,662	1,489,176	1,489,176
547000 Retirement	0	0	0	0	0
549000 Miscellaneous	353,901	307,250	5,265,404	8,140,512	8,527,517
Subtotal External Materials & Services	\$2,165,190	\$2,153,284	\$7,982,128	\$11,549,058	\$12,007,228
551000 Fleet Services	\$132	\$129	\$207	\$707	\$207
552000 Printing/Distribution	11,253	3,507	100	14,830	8,426
553000 Facilities Services	500	998	560	4,763	4,676
554000 Communications	0	248	104	3,256	628
555000 Data Processing	0	108,000	0	0	0
556000 Insurance	0	0	0	0	0
557000 Equipment Lease	63,499	90,607	0	0	0
558000 Same Fund Services	257,968	187,226	240,086	130,755	130,755
559000 Other Fund Services	0	0	0	0	0
Subtotal Internal Materials & Services	\$333,352	\$390,715	\$241,057	\$154,311	\$144,692
Total Materials & Services	\$2,498,542	\$2,543,999	\$8,223,185	\$11,703,369	\$12,151,920
561000 Land	\$0	\$0	\$0	\$0	\$0
562000 Buildings	0	0	0	0	0
563000 Improvements	0	0	0	0	0
564000 Equipment	122,497	5,612	0	0	0
Total Capital Outlay	\$122,497	\$5,612	\$0	\$0	\$0
573000 Cash Transfers - Equipment	\$0	\$0	\$0	\$0	\$0
Total Bureau Expenses	\$2,621,039	\$2,596,884	\$8,547,385	\$12,124,136	\$12,483,666