

**CITY OF SPRINGFIELD  
BUDGET COMMITTEE MEETING**

Tuesday, April 25, 2017, 5:30 p.m.  
Library Meeting Room, Springfield City Hall  
225 Fifth Street  
Springfield, Oregon

**AGENDA**

- |   |                     |            |
|---|---------------------|------------|
| <b>A.) COMMITTEE OPENING REMARKS</b>  |                     | 10 minutes |
| 1. Welcome from the Council President   | Councilor VanGordon |            |
| 2. Roll Call  | Staff               |            |
| 3. Election of Chairperson and Vice Chairperson   | Councilor VanGordon |            |
|   |                     |            |
| <b>B.) STAFF OPENING REMARKS</b>  | Gino Grimaldi       | 25 minutes |
| 1. Welcome from the City Manager  |                     |            |
| 2. Delivery of Budget Message   |                     |            |
|   |                     |            |
| <b>C.) INTRODUCTION OF BUDGET</b>   | Bob Duey            | 25 minutes |
| 1. Budget Committee Bylaws and Process  |                     |            |
| 3. Budget Overview  |                     |            |
|   |                     |            |
| <b>D.) NEW BUSINESS</b>   |                     |            |
| Department presentations  |                     |            |
| 1. City Manager's Office  | Gino Grimaldi       | 20 minutes |
|   |                     |            |
| <b>BREAK</b>  |                     | 15 minutes |
|   |                     |            |
| <b>D.) NEW BUSINESS continued</b>   |                     |            |
| 2. Library  | Rob Everett         | 30 minutes |
| 3. Human Resources  | Chaim Hertz         | 20 minutes |
| 4. Information Technology   | Brandt Melick       | 20 minutes |
|   |                     |            |
| <b>E.) BUSINESS FROM THE AUDIENCE</b>   |                     | 10 minutes |
|   |                     |            |
| <b>F.) ANNOUNCE NEXT BUDGET COMMITTEE MEETING</b>                                       |                     |            |
| 1. Tuesday, May 2 <sup>nd</sup> – 5:30 PM, Springfield City Hall – Library Meeting Room |                     |            |
|   |                     |            |
| <b>G.) ADJOURN</b>  |                     |            |

Citizens' comments are normally scheduled under the agenda item "Business from the Audience" and are limited to three (3) minutes each. All subsequent meetings will have time scheduled for citizen input and anyone wishing to make a longer presentation should contact the City Manager's Office at 726-3700, so that the presentation can be included separately on the agenda.

**ATTACHMENTS**

- 1) April 25, 2017 Agenda Memo
- 2) FY18 Program Expenditures and Revenues
- 3) City of Springfield Revenues by Fund and Account
- 4) City of Springfield Total Operating Expenditures– Total All Funds by Account

April 25<sup>th</sup> Department Presentations

- 5) City Manager's Office Budget Summary Memo
- 6) City Manager's Office Presentation
- 7) CMO Operating Expenditures – Total All Funds by Account
- 8) Library Budget Summary Memo

- 9) Library Presentation
- 10) LIB Operating Expenditures – Total All Funds by Account
- 11) Human Resources Budget Summary Memo
- 12) Human Resources Presentation
- 13) HR Operating Expenditures – Total All Funds by Account
- 14) Information Technology Summary Memo
- 15) Information Technology Presentation
- 16) IT Operating Expenditures – Total All Funds by Account

May 2nd Department Presentations

- 17) Police Budget Summary Memo
- 18) Police Presentation
- 19) POL Operating Expenditures – Total All Funds by Account
- 20) Development & Public Works Budget Summary Memo
- 21) Development & Public Works Presentation
- 22) DPW Operating Expenditures – Total All Funds by Account
- 23) Capital Budget Summary Memo
- 24) Finance Budget Summary Memo
- 25) Finance Presentation
- 26) FIN Operating Expenditures – Total All Funds by Account
- 27) Legal Services Summary Memo

May 9th Department Presentations

- 28) Fire & Life Safety Budget Summary Memo
- 29) Fire & Life Safety Presentation
- 30) FLS Operating Expenditures – Total All Funds by Account

FY18 Proposed

- 31) City of Springfield Proposed Budget Fiscal Year 2017/2018

**To:** Members of the Springfield Budget Committee  
**From:** Bob Duey, Finance Director  
**Date:** April 20, 2017  
**Department:** Agenda Packets for April 25<sup>th</sup>, 2017

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I would like to thank each of you in advance for volunteering your time to help review the Proposed Budget for the City. The first meeting is scheduled for Tuesday, April 25<sup>th</sup> at 5:30 p.m. in the Library Meeting Room of Springfield City Hall. Dinner will be served and ready for you at 5:00 p.m.

### **Committee Roster, Officers and Bylaws**

In the first page of your FY18 Proposed Budget document (Attachment 31) there is a listing of the members of this year's committee. This year's Budget Committee has four out of its twelve members new to the process. With this in mind this overview memorandum and any opening remarks the first evening may cover more explanation than normal to help everyone more quickly feel like full participant in the budget review process. The new members to the Committee are City Councilor Leonard Stoehr representing Ward 4, citizen member Luke Lundberg representing Ward 1, citizen member Robert Rivas representing Ward 2 and citizen member Kristin Kintigh representing Ward 3.

The Committee is required by Oregon Budget Law to elect a chairperson for the year. Our Committee historically has also chosen to elect a vice-chair to be available when the chair is absent. In this case both our chair and vice-chair from last year completed their two full terms of appointment on the Committee and will not be in attendance. We have asked our Council President Sean VanGordon to preside over the opening of the meeting with one of the first orders of business being the election of the two officers. Upon election, the chair will preside over the remainder of the meetings.

You are also being asked again to serve on the Budget Committee for the Springfield Economic Development Agency (SEDA). As a separate agency, SEDA is required to follow Oregon budget law in the manner similar to your role on the city's Budget Committee for the City's two urban renewal districts. The SEDA Board is comprised of the six City Councilors, the City's Mayor, and one County Commissioner. To ensure equal representation between elected officials and appointed members, the SEDA Budget Committee is comprised of those 8 individuals plus the six community members from the City's Budget Committee plus two additional members. This meeting generally takes only 30 minutes on one evening and is currently scheduled for 5:30 pm on Tuesday May 9<sup>th</sup>.

Bylaws for the Budget Committee have been updated per Council direction and approved at a regular session on March 21, 2016 (Attachment 1 Exhibit A). Bylaws set forth the structure of the committee in the organization. They state what rights the members have within the organization and what limits of power are put on boards and officers. The bylaws address the attendance policy that matches the language in the Council Operating Policies and Procedures document and are in accordance with Local Budget Law ORS294.414.

### **Agenda Packet Information**

This agenda packet you have received contains a lot of information that will be discussed over the three to four scheduled meetings. It is not anticipated that you will have reviewed all of the information prior to the first meeting. The packet is organized around the following guidelines:

Attachments 1-4: These four attachments, including this memo, are intended to be overviews of the entire budget that helps explain how the overall budget is organized. Views can be by accounting fund, by

department, by program or by revenue or expense categories. They are intentionally high level views which by themselves do not really lead to any conclusions. The organization of the information and how it relates to the presentations by departments will be discussed at the first meeting. This level of information will be similar to and may be helpful when looking at the first 20+ pages of the actual Fiscal Year 2018 Proposed Budget document (Attachment 31). This will be the first time that all Committee members, including returning members, see the budget entirely proposed as a program budget in lieu of a line item budget.

Attachment 31: This document is the legal document published by the City that contains both a complete overview of the budget as well as departmental detail. The first 20+ pages along with Attachments 1-4 will be reviewed the first evening and again is intended to inform the reader of the structure of the budget and the comparison with previous years. The middle section and bulk of this document is a more detailed look at the budget by each department and the review is spread out over the entire three to four meetings. Each section of the document for a department will match up with listed agenda item attachments and are scheduled for a specific evening. Behind the department sections of this document is again city-wide information that can inform the reader about such topics as property tax levies, use of reserves, total City FTE and a glossary.

Attachments 5-30: These attachments are specific to each department and are copies of the department's power point presentation you will be presented with over the coming weeks. For example, on April 25, the City Manager's Office will present from Attachments 5-7 and refer to information that is contained in Attachment 31 for the City Manager's Office. The Library (Attachments 8-10), the Human Resources Department (Attachments 11-13) and the Information Services Department (Attachments 14-16) are also scheduled to present that same evening. They should also be referring to the special section for their department in the larger Fiscal Year 2018 Proposed Budget document (Attachment 31). Other departments and other attachments are scheduled for subsequent evenings but they are all delivered at the same time for those who like to read ahead.

### **Fund Accounting by Department**

Particularly for the new members of the Committee, the City is obligated by Oregon Budget Law to use a fund method of accounting for the tracking and recording of all revenues and expenditures for the City. Defined, a fund is a budgetary and accounting entity with balancing revenues and appropriations. The City has 25 different funds first listed in Attachment 31 Page 16. Each one of these 25 funds is identified by a three digit number and serves a specific purpose. Examples are:

- First digit is a 1: General Fund and the only fund required by Oregon budget law. All transactions could be accounted for in the general fund unless there identified reasons to create a separate fund. There are often many reasons to open an additional accounting fund.
- First digit is a 2: Special Revenue Fund. They are often times local, state or federal regulations that require certain revenues to be tracked separately and only be spent on eligible activities. Fuel taxes, transient room tax, building permits and special operating levies are all examples.
- First digit is a 4: Capital Project Fund. This is more a City choice than a have to but it is found to be more convenient to be able to track capital projects that most often cover multiple fiscal years in a unique fund that can be identified by project type (e.g. street, sanitary sewer, storm water).
- First digit is a 6: Enterprise Fund. These account for city services that have been identified to be accounted for on a full-business cycle method which includes full accrual with depreciation, asset management and work-in-progress. Full cost recovery is expected and is often used to support revenue bonds. The best examples at the City would be the Sanitary Sewer Fund and the Storm Water Fund.



First digit is a 7: Internal Service Fund. These funds are an accounting methodology that allows common internal expenses that occur throughout the City to be a re-expensed through a single location for both ease of tracking and allocation of costs. The best example at the city is the Insurance Fund (707) that tracks city-wide expenditure for risk insurance, workers compensation insurance, health insurance, the wellness center and other such costs. Each department “pays” the Insurance Fund for their share of the cost and then the City is able to manage each of these areas as a single program.

When authorizing appropriations for next year’s budget the primary hierarchy is 1) by Fund; then 2) by either Department or Non-Department; and then 3) by Operating Budget, Capital Projects or Fiscal Transaction.

- Fund (1 of 25)
  - Department (1 of 9)
    - Operating (personnel services, material & services and capital outlay)
    - Capital Projects
  - Non-Department(1 of 1)
    - Operating
    - Fiscal Transaction
      - Transfers
      - Reserves
      - Debt Service

### **Operational Funds Projections and Overview**

The City’s total proposed budget for FY18 is \$321,925,565. The breakdown (Attachment 31 Page 14) is as follows:

Operating Budget	\$ 99,688,506
Capital Projects	44,320,995
Non-Departmental	<u>177,916,064</u>
TOTAL	\$321,925,565

On the first night as part of the overview there will be discussion about the Non-Departmental budget to help identify why this is such a large number. The remainder of the sessions will focus on each department’s operating budget and City’s capital project budget.

### **General Fund**

The General Fund’s operating budget is 36% of the total operating budget is by far the single largest accounting fund used by the City. It contains the largest percentage of every department’s operating budget except for the Development & Public Works (DPW) department. The largest percentage of the DPW operating budget is located in the Street, Sanitary Sewer and Storm Water Funds.

For the proposed FY18 budget, property taxes will comprise about 55% of the total current revenue to be received. Since the beginning of the recession in 2009 the percentage increase in taxable access value has been low. A return, to some degree, the market value of housing in the community has helped but the overall annual average growth in taxable access value from 2010 to 2017 has only been 2.66%. The annual numbers are as follows:

<b><u>FY11</u></b>	<b><u>FY12</u></b>	<b><u>FY13</u></b>	<b><u>FY14</u></b>	<b><u>FY15</u></b>	<b><u>FY16</u></b>	<b><u>FY17</u></b>	<b><u>FY18</u></b>
0.57%	0.5%	6.16%	1.13%	5.20%	2.02%	3.04%	3.0% (est)

Each percentage point of AV growth in a year computes to about \$200,000 in revenue to the General Fund. During the early years of the recession the City was able to make changes to its annual budget to accommodate for the lower growth rate not only in property taxes but also other resources and maintained a fiscally health outlook.

<b>GENERAL FUND</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Actual FY16</b>	<b>Amended FY17</b>	<b>Proposed FY18</b>	<b>Trended FY19</b>	<b>Trended FY20</b>
Total Operating Revenue	32,917,157	34,779,765	35,306,596	35,889,086	36,783,592	37,703,182	38,645,761
Less:							
Operating Expenses	-31,775,305	-32,854,478	-34,745,961	-35,905,048	-36,208,404	-37,893,928	-39,772,994
XFRs to Other Funds	-750,905	-845,813	-947,566	-415,501	-411,300	-421,583	-432,122
Station 16 Debt Serv	-230,715	-226,895	-227,708	-532,740	0	0	0
<b>Annual Operating</b>	<b>160,232</b>	<b>852,580</b>	<b>-614,639</b>	<b>-964,203</b>	<b>163,888</b>	<b>-612,329</b>	<b>-1,559,355</b>
Add July 1 Beginning Cash	8,268,084	8,428,315	9,280,895	8,666,256	7,787,308	7,951,196	7,338,867
June 30 Ending Cash	8,428,315	9,280,895	8,666,256	7,702,053	7,951,196	7,338,867	5,779,513

Some clarifying notes for the General Fund Cash Flow table are:

- ✓ The overall revenue performance for this fund has been low both for property taxes and other fees and charge. Only once in the past four years has the overall revenue growth rate been greater than 1.65%. FY18 is projecting a 2.4% increase in revenues.
- ✓ For FY18 other increases will be discussed during the department presentations but three issues to note are:
  - The new PERS rates from the State are included in proposed budget for next year and for the General Fund only the dollar increase was \$780,000. As mentioned in the Budget Message the overall City increase was just over \$1.3 million.
  - The reduction in FTE in the Fire Special Levy Fund is 2.0 and these employees are now included in the General Fund. The increase to the General Fund budget was approximately \$290,000. It is anticipated that to reach the goal of eventually retiring the fire levy the General Fund will have to assume the funding responsibility for two additional FTE by FY21. These are not included in the projections.
  - There is still one unsettled labor contract for FY18.
- ✓ For FY19, all of the 6.5 FTE not funded in FY18 plus an additional 1.0 FTE are also not funded in FY19 and beyond.
  - The PERS rates for FY19 remains constant
  - There are no additional service adds included
  - The current police levy will be taken to the voters in 2017 for renewal beginning July 1, 2018. Consideration will need to be given to what impact any future levy rate may have on the ability of the General Fund to respond similarly as the fire levy to move position funding. A resource swing could be in the range of \$550K to \$750K annually. This is not included in the table.
  - At this time there are three unsettled labor agreements for 7-1-18.
- ✓ For FY20, the only adjustment made from the previous year's cash flow is the next round of a PERS rate increase.

In the last year and projecting out over the next three years (FY18, FY19 and FY20) there are several factors that will need to be addressed to meet service expectations in the future. In summary they are:

- ✓ Resource growth projections over the next several years are still not expected to meet expenditure growth projections. The large revenue categories such as property taxes, franchise fees paid by the private sector are all still trending low. New fees or increasing existing fees is a difficult decision.

- ✓ The areas of service that have been delayed during the past several years are becoming more critical and will require attention in the next biennium. Technology security issues, efficiency solutions, policing with video capabilities, mental health responses are some of the services that were not included in the current proposed budget.
- ✓ The City has two special purpose levies that require ongoing voter approval. The recent renewal of the fire levy at \$0.36 is requiring that the General Fund to assume the funding responsibilities for 2 positions in the current budget and is expected to increase this number to 4 over the life of the current levy. The police levy will need to be voted on this fall and the City will find itself in a similar situation of either increasing the levy rate to sustain the current services or attempting to move the cost of several positions from the levy to the General Fund
- ✓ The increases in PERS rates is state-wide and has been included in the proposed budget for FY18 as well as expecting another large increased in the FY20 cash flow modeling. The General Fund share of the PERS increase for FY18 was \$780,000.

#### Ambulance Fund

<b>AMBULANCE FUND</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Actuals FY16</b>	<b>Amended FY17</b>	<b>Proposed FY18</b>	<b>Trended FY19</b>	<b>Trended FY20</b>
Total Operating Revenue	6,007,217	6,043,123	6,770,774	5,960,500	6,272,000	6,334,720	6,398,067
Less: Operating Expenses	-5,340,476	-5,520,920	-5,960,026	-5,905,464	-6,128,557	-6,175,051	-6,527,247
<b>Annual Operating Revenue</b>	<b>666,741</b>	<b>522,203</b>	<b>810,748</b>	<b>55,036</b>	<b>143,443</b>	<b>159,669</b>	<b>-129,180</b>
Add July 1 Beginning Cash	328,107	994,848	1,517,051	2,327,798	2,226,923	2,370,366	2,530,035
June 30 Ending Cash	994,848	1,517,051	2,327,798	2,382,834	2,370,366	2,530,035	2,400,855
% of Ending Cash to Expenses	19%	27%	39%	40%	39%	41%	37%

The Ambulance Fund has seen highs and lows over the past decade and is very much subject a federal influence. During the past dozen years the reserves available has been as high as \$3M, as low as zero and back up to over \$2M. The long range financial planning for this fund is attempting to develop a long-range strategy for greater stability. Transport revenues have stayed steady the past several years but are likely to be influenced in the future by what happens to the Affordable Care Act. Recent increases in the number of individuals that are covered by insurance have had a positive impact on ambulance revenues. The private enterprise within the Ambulance Fund of providing billing services for other municipalities has seen a decrease in the number of clients as competition from the private sector has increased. It is on this side of the ledger that the fund is showing a decrease of 3.0 FTE. Both the short term picture and the long term picture for this fund is very fluid at this point. The ever changing medical services field and how services are going to be provided for and paid for in the future will require annual adjustments.

#### Street Fund

<b>Street Fund</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Actuals FY16</b>	<b>Amended FY17</b>	<b>Proposed FY18</b>	<b>Trended FY19</b>	<b>Trended FY20</b>
Total Operating Revenue	5,500,254	5,518,668	5,487,697	5,457,359	5,433,300	5,526,205	5,613,527
Less: Operating Expenses	-5,546,584	-5,512,075	-5,549,054	-5,604,014	-5,408,330	-5,837,826	-6,035,943
<b>Annual Operating</b>	<b>-46,330</b>	<b>6,593</b>	<b>-61,358</b>	<b>-146,655</b>	<b>24,970</b>	<b>-311,620</b>	<b>-422,416</b>
Add July 1 Beginning Cash	893,681	847,351	853,681	792,323	634,399	659,369	347,749
June 30 Ending Cash	847,351	853,943	792,323	645,668	659,369	347,749	-74,667
% of Ending Cash to Expenses	15%	15%	14%	12%	12%	6%	-1%

The Street Fund is a special revenue fund to account for the collection and use of fuel use taxes. It has been well documented that the Street Fund has not generated sufficient revenue in fuel taxes for many years to provide for needed repair and maintenance of our street system. A recent ballot measure to increase the local fuel tax by \$0.05 per gallon was defeated at the polls. The above table does not adequately depict the fiscal status of our street program as cash balances have been maintained by deferring maintenance on streets and increasing the backlog of projects needing to be completed. The Street Fund has both a short-term issue concerning a level of funding necessary to maintain necessary staffing and annual maintenance as well as a long-term issue of addressing the back-log of needed repairs. Staff is scheduled to again talk with Council about a long-term funding solution in the near future. The Street Fund will be addressed more during the DPW staff operating budget presentation as well as during the Capital Improvement Plan discussion.

#### Building Code Fund

<b>Building Code Fund</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Actuals FY16</b>	<b>Amended FY17</b>	<b>Proposed FY18</b>	<b>Trended FY19</b>	<b>Trended FY20</b>
Total Operating Revenue	727,427	1,070,835	2,122,908	1,418,000	2,002,000	1,500,000	1,500,000
Less:							
Operating Expenses	-792,465	-861,222	-916,125	-929,850	-1,146,593	-1,188,283	-1,248,267
<b>Annual Operating</b>	<b>-65,038</b>	<b>209,613</b>	<b>1,206,783</b>	<b>488,150</b>	<b>855,407</b>	<b>311,717</b>	<b>251,733</b>
Add July 1 Beginning Cash	150,068	85,030	294,643	1,501,426	2,591,707	3,447,114	3,758,831
June 30 Ending Cash	85,030	294,643	1,501,426	1,989,576	3,447,114	3,758,831	4,010,564
% of Ending Cash to Expenses	11%	34%	164%	214%	301%	316%	321%

The Building Fund is a special revenue fund established to meet a State requirement for the dedicated use of revenues generated by building permit and building inspection programs. The pre-recession cash balance for this fund was over \$2M. With a lack of building activity during the recession period and the need to maintain minimum staffing needs for qualified inspection services the reserve balance in this fund was reduced to \$85K by 2014. Since then activity has shown a slow increase in the housing market sector as well as benefiting from several large one time commercial & industrial projects. One additional FTE was added to this program during FY17 to keep up with demand and address efficiencies. The ending balance has grown substantially and staff is using the newly adopted financial policies to determine how best to plan for long-term stability for these services. It is noted that an operating contingency for this fund is more that an annual operating requirement but need to be looked at as a recession contingency so that if a prolonged economic downturn was to occur again how would the City continue to provide valuable inspection services during a period of minimal resources.

#### Conclusion

If you have any questions about the information or the process prior to next Tuesday's meeting, please do not hesitate to contact either myself by phone at 726-3740 or e-mail at [rduey@springfield-or.gov](mailto:rduey@springfield-or.gov) or contact our Budget Officer, Paula Davis, by phone at 726-3698 or e-mail at [pldavis@springfield-or.gov](mailto:pldavis@springfield-or.gov). Either of us would be more than willing to meet with you prior to that time.

# **City of Springfield**

## **Budget Committee Bylaws**

### **ARTICLE I. Establishment**

The Budget Committee is established pursuant to ORS 294.414 in accordance with Local Budget Law.

### **ARTICLE II. Purpose and Objectives**

The Budget Committee acts as a fiscal policy and budget review committee for the City of Springfield as follows:

- a) Conducts a review of the City Manager's proposed budget and makes a recommendation to City Council regarding the proposed funding, service level, and configuration.
- b) Reviews the Capital Improvement Program and forwards comments to the City Council.
- c) Responds to ad hoc requests by the City Council.

### **ARTICLE III. Membership, Terms of Office and Voting.**

**Section 1.** The Budget Committee consists of all members of the City Council and a like number of electors, totaling 12 members. Each member has an equal vote.

**Section 2.** Citizen members of the Budget Committee are appointed as follows:

- a) In or before March of each year, City Council appoints citizen members to fill vacancies in the appointive membership of the Budget Committee.
- b) Appointive members of the Budget Committee serve three-year terms. The terms are staggered such that one-third of the appointive members' appointments end each year.
- c) Any appointive member may be reappointed for an additional term with no individual allowed to be appointed to more than two consecutive full terms. One may re-apply after being off the Budget Committee for one year.

**Section 3.** Budget Committee decisions are made by an affirmative vote of a majority of the Committee members.

**Section 4.** Committee members do not receive compensation, but may be reimbursed for duly authorized expenditures.

### **ARTICLE IV. Officers' Duties**

**Section 1.** The Budget Committee elects two officers at the first meeting: a Chairperson and a Vice-Chairperson. The officers serve a one-year term.

**Section 2.** The Chairperson presides at all meetings and is eligible to vote on all matters.

**Section 3.** The Vice-Chairperson performs all the duties of the Chairperson in the event the Chairperson is absent.

**Section 4.** The Committee shall be staffed by the City Manager or his/her designee.

**ARTICLE V. Meetings of Committee**

**Section 1.** The Chairperson calls the Budget Committee meetings to order.

**Section 2.** A majority of the present Committee members constitutes a quorum.

**Section 3.** Budget Committee members are expected to attend all regular meetings and standing subcommittee meetings. If a member is unable to attend a meeting, said member is expected to notify Budget Office staff. A position shall be vacated by the Council when the appointee has two or more consecutive unexcused absences. The Chairperson, in consultation with City staff, may recommend to the Council that a member be removed from the Committee if said member is found not to meet the Guidelines.

**Section 4.** All appointees of the Budget Committee serve at the pleasure of the Council and are expected to abide by the City of Springfield BCC Guidelines for Meeting Conduct.

**Section 5.** All Budget Committee members are given at least 24 hours' notice of any meeting called. Study materials and agenda will be delivered at least 24 hours prior to a meeting.

**ARTICLE VI. Subcommittees**

**Section 1.** The Chairperson shall appoint subcommittees as needed.

**Section 2.** The Chairperson of the Budget Committee may appoint a chairperson for each subcommittee.

**ARTICLE VII. Amendment of the Bylaws**

These bylaws may be amended by an affirmative vote of a majority of the membership of the Budget Committee at any regular meeting. Prior notice of such amendment must be given at a preceding regular meeting, or in an agenda packet, unless all Committee members are present.

Adopted by City Council on \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Recorder

Last Revised: March 15, 2016.

## FY18 Program Operating Expenditures vs. Revenues

### All Funds

(Excludes SEDA)

Department	Program	FTE	FY18 Expenditures	FY18 Operating Revenues	Shared Revenue - Support (Surplus)
City Manager's Office	1001 Legislative Support	0.23	35,260	-	35,260
City Manager's Office	1002 External Public Communication & Multi-Media	0.39	54,611	-	54,611
City Manager's Office	1003 Community Event Coordination & Promotions	0.49	148,963	(25,000)	123,963
City Manager's Office	1004 Agency Funding Management - City Manager	0.15	338,159	-	338,159
City Manager's Office	1005 Community Business Development	1.22	128,624	-	128,624
City Manager's Office	1006 Economic Development Agency Funding	0.20	73,447	-	73,447
City Manager's Office	1008 Enterprise Zone	0.23	25,968	-	25,968
City Manager's Office	1009 Transient Room Tax Management	0.35	61,720	(1,412,225)	(1,350,505)
City Manager's Office	1011 Elections	0.05	6,099	-	6,099
City Manager's Office	7001 Mayor & Council Support	0.35	66,088	-	66,088
City Manager's Office	7002 Council Meeting Support	0.40	48,801	-	48,801
City Manager's Office	7003 Council, Board & Commission Meeting Support	0.25	14,565	-	14,565
City Manager's Office	7004 Intergovernmental Relations Management	0.45	132,235	-	132,235
City Manager's Office	7005 City-Wide Management & Oversight	0.70	147,760	-	147,760
City Manager's Office	7006 City-Wide Employee Communication	0.45	55,708	-	55,708
City Manager's Office	7007 Organizational Development	0.20	26,418	-	26,418
City Manager's Office	7009 Records Retention, Management & Destruction	0.35	19,054	-	19,054
<b>Subtotal - City Manager's Office</b>		<b>6.45</b>	<b>1,383,478</b>	<b>(1,437,225)</b>	<b>(53,747)</b>
Development & Public Works	1021 Emergency Management	0.95	344,929	-	344,929
Development & Public Works	1022 Intergovernmental Relations	0.10	15,931	-	15,931
Development & Public Works	1023 Community Events	1.68	236,346	(30,000)	206,346
Development & Public Works	1024 Survey	2.79	518,117	-	518,117
Development & Public Works	1025 Operations Training and Safety Programs	0.20	49,785	-	49,785
Development & Public Works	1026 Buildings & Facilities Planning	0.10	14,943	-	14,943
Development & Public Works	1027 Building and Facility Architectural & Engineering	0.05	7,448	-	7,448
Development & Public Works	1028 Business Licensing	0.61	48,767	(130,000)	(81,233)
Development & Public Works	1029 Licensing and Franchising	0.01	1,927	(1,899,225)	(1,897,298)
Development & Public Works	1030 Building Plan Review	2.42	342,852	(1,415,000)	(1,072,148)
Development & Public Works	1031 Mechanical Inspections	0.99	136,743	(170,000)	(33,257)
Development & Public Works	1032 Structural Inspections	1.04	143,235	-	143,235
Development & Public Works	1033 Electrical Inspections	1.83	261,942	(230,000)	31,942
Development & Public Works	1034 Plumbing Inspections	1.62	237,104	(150,000)	87,104
Development & Public Works	1035 Affordable Housing	1.45	586,444	(45,000)	541,444
Development & Public Works	1036 Community Development	0.70	81,665	(712,995)	(631,330)
Development & Public Works	1037 Social Services	-	77,000	-	77,000
Development & Public Works	1038 Comprehensive Land Use Planning	2.66	366,816	-	366,816
Development & Public Works	1039 Development Review	7.69	887,769	(558,755)	329,014
Development & Public Works	1040 Development Code Updates and Maintenance	0.82	89,205	-	89,205
Development & Public Works	1041 Code Enforcement	2.76	324,333	-	324,333

Department	Program	FTE	FY18 Expenditures	FY18 Operating Revenues	Shared Revenue - Support (Surplus)
Development & Public Works	1042 Floodplain Management	0.26	44,750	-	44,750
Development & Public Works	1043 Historic Preservation	0.10	22,291	(12,000)	10,291
Development & Public Works	1044 Stormwater Fiscal Management and Customer Services	0.96	418,340	-	418,340
Development & Public Works	1045 Stormwater Regulatory Administration	3.31	498,083	-	498,083
Development & Public Works	1046 Stormwater Planning	0.49	77,674	-	77,674
Development & Public Works	1047 Stormwater Engineering	4.69	739,164	(100,000)	639,164
Development & Public Works	1048 Land Drainage & Alteration Permit	1.70	228,003	(60,000)	168,003
Development & Public Works	1049 Surface Drainage Vegetation Management	3.35	393,857	-	393,857
Development & Public Works	1050 Landscape Tree Maintenance	2.48	366,343	(50,000)	316,343
Development & Public Works	1051 Landscape Maintenance	2.89	406,409	-	406,409
Development & Public Works	1052 Surface Drainage Maintenance	5.33	785,161	-	785,161
Development & Public Works	1053 Subsurface Drainage Preventive Maintenance	3.63	539,653	-	539,653
Development & Public Works	1054 Subsurface Drainage Repair	0.89	169,289	-	169,289
Development & Public Works	1055 Stormwater Illicit Discharge	1.55	197,947	(25,000)	172,947
Development & Public Works	1056 Regional Wastewater Administration	12.31	3,476,509	-	3,476,509
Development & Public Works	1057 Industrial Pretreatment	3.25	452,440	-	452,440
Development & Public Works	1058 Regional Wastewater Operations	-	14,346,300	-	14,346,300
Development & Public Works	1059 Wastewater Fiscal Management and Customer Services	1.23	472,896	-	472,896
Development & Public Works	1060 Wastewater Planning	0.67	109,616	-	109,616
Development & Public Works	1061 Wastewater Engineering	4.47	701,982	(115,000)	586,982
Development & Public Works	1062 Wastewater Preventive Maintenance	7.54	1,408,849	-	1,408,849
Development & Public Works	1063 Wastewater Maintenance Repair	0.93	199,576	-	199,576
Development & Public Works	1064 Capacity Management Operations & Maintenance (CMOM)	0.42	76,478	-	76,478
Development & Public Works	1065 Transportation Planning	1.65	247,222	(45,000)	202,222
Development & Public Works	1066 Street Engineering	3.47	561,986	(60,000)	501,986
Development & Public Works	1067 Street Sweeping	2.86	696,589	-	696,589
Development & Public Works	1068 Bicycle Facilities and Programs	0.60	112,494	(35,000)	77,494
Development & Public Works	1069 Locates and Encroachments	2.26	291,478	(30,000)	261,478
Development & Public Works	1070 Street Maintenance and Preservation	5.60	852,675	-	852,675
Development & Public Works	1071 Street Sidewalk Maintenance and Preservation	0.60	117,791	-	117,791
Development & Public Works	1072 Traffic Operations - Engineering	2.35	415,005	-	415,005
Development & Public Works	1073 Traffic Operations -Signal Maintenance and Repair	2.55	535,619	(50,000)	485,619
Development & Public Works	1074 Traffic Operations -Signs and Pavement Markings	0.77	176,354	-	176,354
Development & Public Works	1075 Street Lighting	1.12	500,417	-	500,417
Development & Public Works	7020 Real Property Management	0.22	319,970	(2,470,166)	(2,150,196)
Development & Public Works	7021 Real Property Maintenance	0.69	228,165	-	228,165
Development & Public Works	7022 Facilities Maintenance - City	4.17	510,764	-	510,764
Development & Public Works	7023 Facilities Maintenance-Custodial Services	2.43	219,098	(281,943)	(62,845)
Development & Public Works	7024 Fuel Facility Operations and Management	-	394,001	(390,000)	4,001
Development & Public Works	7025 Vehicle & Equipment Services	0.65	80,403	-	80,403
Development & Public Works	7026 Vehicle & Equipment Preventive Maintenance	1.45	182,720	(275,952)	(93,232)
Development & Public Works	7150 Fiber Consortium	-	176,950	(147,450)	29,500
Development & Public Works	8800 Capital Projects	-	375,000	(3,240,508)	(2,865,508)
Development & Public Works	8810 MWM Capital	-	1,907,000	-	1,907,000
<b>Subtotal - Development &amp; Public Works</b>		<b>126.35</b>	<b>39,806,611</b>	<b>(12,728,994)</b>	<b>27,077,617</b>



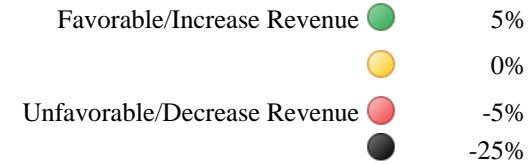
Department	Program	FTE	FY18 Expenditures	FY18 Operating Revenues	Shared Revenue - Support (Surplus)
Finance	7030 Accounts Payable	2.42	226,062	-	226,062
Finance	7031 Annual Audit, CAFR and Internal Reporting	2.71	373,013	-	373,013
Finance	7032 Budget Development, Forecasting & Analysis	3.14	391,315	-	391,315
Finance	7033 Procurement and Contracts	1.19	146,939	-	146,939
Finance	7034 Treasury Management	0.12	75,621	-	75,621
Finance	7035 Municipal Court Administration	0.96	164,573	-	164,573
Finance	7036 Misdemeanors Crimes and Violations	3.98	980,992	(1,755,992)	(775,000)
Finance	7037 Collections and Court Accounts Receivables - Court Fines and Fees	2.05	326,984	(334,000)	(7,016)
Finance	7038 General Services & Customer Support	1.90	169,962	-	169,962
<b>Subtotal - Finance</b>		<b>18.46</b>	<b>2,855,461</b>	<b>(2,089,992)</b>	<b>765,469</b>
Fire & Life Safety	1090 Fire & Arson Investigation	0.55	106,040	-	106,040
Fire & Life Safety	1091 Community Risk Reduction	1.60	325,866	(163,000)	162,866
Fire & Life Safety	1093 Apparatus & Equipment Maintenance	-	354,300	-	354,300
Fire & Life Safety	1096 Fire Suppression Operations	62.00	11,139,227	(1,757,730)	9,381,497
Fire & Life Safety	1097 Dispatch and Communication	-	798,809	-	798,809
Fire & Life Safety	1098 Training & Development	2.00	410,425	-	410,425
Fire & Life Safety	1099 EMS Operations	20.00	4,037,884	-	4,037,884
Fire & Life Safety	1100 Fire Logistics	-	113,700	-	113,700
Fire & Life Safety	1102 EMS Billing - Enterprise	2.00	262,512	(270,000)	(7,488)
Fire & Life Safety	1103 EMS Billing - Springfield	3.00	492,985	(4,569,000)	(4,076,015)
Fire & Life Safety	1104 FireMed	2.75	597,679	(983,000)	(385,321)
Fire & Life Safety	1105 Community Outreach	-	16,000	-	16,000
<b>Subtotal - Fire &amp; Life Safety</b>		<b>93.90</b>	<b>18,655,426</b>	<b>(7,742,730)</b>	<b>10,912,696</b>
Human Resources	7050 Organizational Development and Talent Management	0.25	26,885	-	26,885
Human Resources	7051 Class and Compensation Management	0.15	23,409	-	23,409
Human Resources	7052 Employee and Labor Relations	0.74	80,941	-	80,941
Human Resources	7053 Recruitment and Selection	1.16	86,747	-	86,747
Human Resources	7056 Employee Training	0.15	28,982	-	28,982
Human Resources	7057 Benefit Plan and Program Administration	0.60	213,409	(50,000)	163,409
Human Resources	7058 Health and Wellness Program	0.42	56,836	-	56,836
Human Resources	7059 Benefit Leave Administration	0.45	54,265	-	54,265
Human Resources	7060 Risk Administration	0.47	77,170	(105,000)	(27,830)
Human Resources	7061 Safety & Loss Prevention	0.45	115,585	-	115,585
Human Resources	7062 Workers Compensation Claims Management	0.22	492,771	-	492,771
Human Resources	7063 Liability & Property Claims Management	0.44	230,137	-	230,137
Human Resources	7064 Volunteer Coordination	0.62	23,156	-	23,156
Human Resources	7065 Payroll Administration	1.24	137,939	-	137,939
<b>Subtotal - Human Resources</b>		<b>7.32</b>	<b>1,648,231</b>	<b>(155,000)</b>	<b>1,493,231</b>
Information Technology	7070 Financial Systems	1.40	226,586	-	226,586
Information Technology	7071 Human Resource Systems	1.66	245,867	-	245,867
Information Technology	7072 Land Management Systems	0.89	214,794	-	214,794





























































Department	Program	FTE	FY18 Expenditures	FY18 Operating Revenues	Shared Revenue - Support (Surplus)
Information Technology	7073 Facilities Management Systems	1.80	414,307	-	414,307
Information Technology	7074 Criminal Justice Systems	1.58	213,958	-	213,958
Information Technology	7075 Fire and Life Safety Systems	0.45	83,044	-	83,044
Information Technology	7076 Community Development Systems	1.18	227,022	-	227,022
Information Technology	7077 Public Library Systems	0.08	17,330	-	17,330
Information Technology	7078 Shared Systems	3.51	919,274	-	919,274
Information Technology	7079 Information Security Compliance	0.30	93,561	-	93,561
<b>Subtotal - Information Technology</b>		<b>12.85</b>	<b>2,655,744</b>	<b>-</b>	<b>2,655,744</b>
Legal Services	1012 City Prosecutor	-	244,267	-	244,267
Legal Services	1174 Municipal Jail - Court Support	2.07	248,449	-	248,449
Legal Services	7100 City Attorney	-	539,358	-	539,358
<b>Subtotal - Legal Services</b>		<b>2.07</b>	<b>1,032,074</b>	<b>-</b>	<b>1,032,074</b>
Library	1120 Reference and Reader Advisory Services	3.04	284,586	-	284,586
Library	1121 Digital Services	0.94	115,521	(64,977)	50,544
Library	1122 Borrower Services	3.41	342,486	(62,000)	280,486
Library	1123 Collection Management	2.43	379,208	-	379,208
Library	1124 Library Volunteer Program	0.22	26,601	-	26,601
Library	1125 Library Development & Marketing	1.18	208,669	-	208,669
Library	1126 Adult Programs	0.44	55,637	-	55,637
Library	1127 Youth and Family Programs	0.72	106,513	(13,580)	92,933
Library	1128 Latino Outreach	0.23	32,512	(2,000)	30,512
Library	1129 Arts Commission	0.51	59,412	-	59,412
<b>Subtotal - Library</b>		<b>13.10</b>	<b>1,611,144</b>	<b>(142,557)</b>	<b>1,468,587</b>
Police	1140 Police Administration	-	-	(14,000)	(14,000)
Police	1141 Recruitment and Hiring	0.45	80,259	-	80,259
Police	1142 Training/Professional Standards and Certifications	0.60	259,422	-	259,422
Police	1143 Internal Investigations	0.50	90,999	-	90,999
Police	1144 Patrol - Sworn	43.64	7,776,310	(35,000)	7,741,310
Police	1145 Patrol - Non-Sworn	5.52	637,597	-	637,597
Police	1146 Traffic Team	2.53	406,007	-	406,007
Police	1147 DUI Enforcement	0.85	137,661	-	137,661
Police	1148 K-9 Unit	2.00	330,587	(30,000)	300,587
Police	1149 Drug Dog	0.25	35,909	-	35,909
Police	1150 Major Accident Investigation Team (MAIT)	0.17	27,335	-	27,335
Police	1151 Bicycle Patrols	0.13	18,755	(8,000)	10,755
Police	1152 Special Events Coordination - Police Department	0.80	116,894	(24,500)	92,394
Police	1154 Investigations	10.56	1,825,757	-	1,825,757
Police	1157 Interagency Narcotics Enforcement Team (INET)	1.15	173,279	-	173,279
Police	1159 Computer Forensics	1.15	177,478	-	177,478
Police	1160 SWAT	0.92	142,144	-	142,144
Police	1161 School Resource Officers	1.55	229,827	(132,000)	97,827
Police	1162 Animal Control	1.00	159,607	(52,000)	107,607

Department	Program	FTE	FY18 Expenditures	FY18 Operating Revenues	Shared Revenue - Support (Surplus)
Police	1163 Crime Prevention and Community Relations	1.98	234,369	-	234,369
Police	1164 Reserve Police Officers	0.05	8,616	-	8,616
Police	1166 CAHOOTS	0.05	23,416	-	23,416
Police	1167 Dispatch	12.59	1,833,806	-	1,833,806
Police	1168 Record Keeping and Data Entry	6.60	741,559	-	741,559
Police	1169 Business Line Call-taking	4.50	442,237	-	442,237
Police	1170 Property/Evidence	2.10	341,432	-	341,432
Police	1171 Municipal Jail - Book-in	5.60	747,368	-	747,368
Police	1172 Municipal Jail - Housing	4.20	1,291,018	(200,000)	1,091,018
Police	1173 Municipal Jail - Central Control	5.08	617,965	-	617,965
Police	1176 Municipal Jail - Record Keeping	1.90	270,178	-	270,178
Police	7090 Building and Security Maintenance	2.15	383,920	-	383,920
<b>Subtotal - Police</b>		<b>120.55</b>	<b>19,561,711</b>	<b>(495,500)</b>	<b>19,066,211</b>
City of Springfield	7000 Department Administration	12.06	2,566,599	-	2,566,599
City of Springfield	8300 Self-Funded Medical	-	7,562,639	-	7,562,639
City of Springfield	8301 Self-Funded Dental	-	-	(7,912,027)	(7,912,027)
City of Springfield	8350 Wellness Clinic	-	349,388	-	349,388
<b>Subtotal - Other Operating Programs</b>		<b>12.06</b>	<b>10,478,626</b>	<b>(7,912,027)</b>	<b>2,566,599</b>
<b>City Totals</b>		<b>413.10</b>	<b>99,688,506</b>	<b>(32,704,025)</b>	<b>65,952,408</b>

# City of Springfield

## FY18 Revenues by Fund and Account



Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection		% FY18 Change Over FY17 Amended	
<b>General Fund</b>									
411111 Current Taxes	(19,231,050)	(19,015,422)	(19,696,870)	(19,585,820)	(20,173,380)		-1%		2%
411211 Delinquent Taxes	(493,336)	(475,262)	(525,000)	(475,000)	(475,000)		-10%		-10%
415001 Telecom Business Tax	(58,076)	(63,207)	(52,000)	(54,600)	(52,000)		5%		0%
420101 Sanipac Franchise	(413,794)	(434,291)	(435,000)	(425,000)	(450,225)		-2%		4%
420111 Comcast Franchise	(648,241)	(682,703)	(660,000)	(693,000)	(685,000)		5%		4%
420121 QWest Franchise	(206,471)	(202,515)	(200,000)	(190,000)	(200,000)		-5%		0%
420131 NW Natural Gas Franchise	(347,704)	(350,162)	(350,000)	(332,500)	(350,000)		-5%		0%
420141 Sprint Franchise	(32,366)	(33,388)	(33,388)	(33,320)	(33,000)		0%		-1%
420151 Integra Right-Of-Way Fees	(1,124)	(230)	(1,000)	(1,000)	(1,000)		0%		0%
420161 EPUD Right-Of-Way Fees	(13,282)	(14,102)	(13,000)	(13,650)	(13,000)		5%		0%
421101 Library Receipts	(32,242)	(29,529)	(31,250)	(36,065)	(37,000)		15%		18%
421111 Library Photocopy Charges	(1,207)	(1,590)	(1,850)	(1,500)	(1,500)		-19%		-19%
423141 Animal Licenses/Impound	(52,471)	(44,618)	(52,000)	(49,400)	(52,000)		-5%		0%
423142 Police Impound Fees	(18,955)	(20,742)	(16,000)	(20,000)	(20,000)		25%		25%
423501 Offense Surcharge	(17,879)	(9,135)	-	(7,400)	(5,992)				
424001 Fire Code Permits	(158,064)	(167,822)	(155,000)	(147,250)	(160,000)		-5%		3%
424002 FLS Safety Systems Plan Review	(23,270)	(46,179)	(20,000)	(22,944)	-		15%		-100%
424003 Fire Marshal Reinspection Fee	-	(1,273)	-	-	-				
424005 FLS New Constr Sq Footage Fee	(15,947)	(73,366)	(20,000)	(45,000)	-		125%		-100%
424006 Fire Code Plan Check	-	(2,311)	-	(0)	-				
425002 Planning Fees	(350,811)	(418,748)	(478,938)	(700,000)	(550,000)		46%		15%
425505 DSD Postage Fees	(8,114)	(11,962)	(8,755)	(12,500)	(8,755)		43%		0%
425605 Technology Fee	(68,727)	(110,121)	(106,000)	(115,000)	(110,000)		8%		4%
426702 Business License Fees	(37,525)	(143,385)	(130,000)	(165,000)	(130,000)		27%		0%
431186 Team Spfld Bicycle Patrol	(9,999)	(7,090)	(10,000)	(2,000)	(8,000)		-80%		-20%
433411 Liquor Apportionment	(864,995)	(863,459)	(995,277)	(894,500)	(936,097)		-10%		-6%
433412 Cigarette Apportionment	(80,139)	(79,308)	(64,870)	(68,114)	(68,157)		5%		5%
433413 State Revenue Sharing	(630,052)	(635,167)	(646,000)	(650,000)	(681,842)		1%		6%
433513 State Conflagration Funds	(36,377)	-	(7,000)	(3,000)	-		-57%		-100%
435556 District 19-School Res. Prog.	(166,655)	(132,547)	(130,000)	(136,500)	(132,000)		5%		2%
435911 SUB In-Lieu-Of-Tax	(1,797,683)	(1,766,268)	(1,725,360)	(1,725,000)	(1,734,705)		0%		1%
435912 EWEB In-Lieu-Of-Tax	(583,728)	(594,895)	(575,000)	(595,000)	(595,000)		3%		3%
435913 Electric Co-ops In-Lieu-Of-Tax	(20,128)	(27,619)	(26,000)	(28,447)	(26,000)		9%		0%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current		% FY17		% FY18	
				Year Projections	FY18 Proposed	Amend Over FY17 Projection	Change Over FY17 Amended		
436004 City of Eugene IGA Reimb	(13,658)	(13,177)	-	-	-				
436005 Park Patrol Services	-	-	(15,000)	(45,000)	(15,000)	200%	0%		
436008 Library Courier Contributions	-	-	-	-	(4,140)				
440007 Int Facility Rent	(238,544)	(251,286)	(282,384)	(282,384)	(282,000)	0%	0%		
440011 Int Bldg Maint Chgs	(287,895)	(296,749)	(288,360)	(288,360)	(281,943)	0%	-2%		
440013 Int Vehicle Maint Chgs	(192,946)	(189,613)	(190,128)	(190,128)	(275,952)	0%	45%		
441001 ROW Fee - Sanitary Sewer	(207,549)	(212,087)	(217,300)	(217,300)	(217,300)	0%	0%		
441002 ROW Fee - Storm Drainage	(182,692)	(189,683)	(194,000)	(194,000)	(194,000)	0%	0%		
443005 Police Srvcs U of O	(24,096)	(27,355)	(24,000)	(22,800)	(24,000)	-5%	0%		
443007 Special Events Services	(2,025)	(900)	-	(500)	(500)				
444007 Rainbow Fire Protection	(1,115,241)	(1,142,645)	(1,204,937)	(1,144,690)	(1,241,085)	-5%	3%		
444008 Glenwood Fire Protection	(147,637)	(141,945)	(152,000)	(152,000)	(156,560)	0%	3%		
444009 Willakenzie Fire Protecti	(337,801)	(333,632)	(344,743)	(344,743)	(355,085)	0%	3%		
444030 MVA First Response	(5,021)	(5,326)	(5,000)	(5,000)	(5,000)	0%	0%		
444031 Fire License Facility Inspect	(6,110)	(3,895)	(6,000)	(3,000)	(3,000)	-50%	-50%		
445017 Will Collection Fee	(9,371)	(25,327)	(13,000)	(13,650)	(13,000)	5%	0%		
446002 Library Automation	(66,082)	(50,325)	(62,000)	(66,610)	(63,477)	7%	2%		
448031 Intra-City Staff Reimb - UR	(135,108)	(160,901)	(171,300)	(80,000)	(94,325)	-53%	-45%		
448035 Staff Reimbursement - RFC	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)	0%	0%		
448040 Prior Year Engineering Revenue	(26)	(833)	-	-	-				
451111 Muni Court Revenues	(1,571,655)	(1,545,373)	(1,755,000)	(1,667,250)	(1,750,000)	-5%	0%		
451115 Library Fines	(25,951)	(24,756)	(26,500)	(25,175)	(25,000)	-5%	-6%		
451311 Restitution	(1,480)	(2,033)	(1,000)	(950)	(1,000)	-5%	0%		
452120 Unclaimed/Forfeited Property	(9,658)	(7,771)	-	(0)	-				
461001 Interest Income	(23,677)	(71,833)	(85,000)	(85,000)	(87,125)	0%	3%		
461002 Variance in FMV of Investments	(26,169)	(29,909)	-	-	-				
461003 Unsegregated Tax Interest	15,748	19,741	-	0	-				
461103 County Assess Interest	(6,250)	(5,942)	(7,000)	(12,000)	(7,000)	71%	0%		
480213 W.C. Wage Reimbursements	(2,043)	-	-	-	-				
480215 Claims Recovery	-	(19,744)	-	-	-				
480311 Cash Over/Short	(777)	(188)	-	(0)	-				
481001 Miscellaneous Receipts	(58,552)	(60,012)	(60,000)	(60,000)	(60,000)	0%	0%		
481004 Testing	(7,665)	(7,204)	-	0	-				
481008 Muni Court -Int on Delinq	(153,065)	(166,969)	(175,000)	(199,000)	(210,000)	14%	20%		
481016 Enterprise Zone Exempt Fee	-	(64,359)	-	(64,359)	(64,359)				
491101 Indirect Chgs: Fund 201	(479,382)	(470,454)	(477,348)	(477,348)	(509,712)	0%	7%		
491102 Indirect Chgs: Fund 202	(283,014)	(283,012)	-	-	-				
491105 Indirect Chgs: Fund 305	(2,033)	(2,033)	(2,100)	(2,100)	(2,196)	0%	5%		
491111 Indirect Chgs: Fund 611	(319,405)	(307,679)	(311,784)	(311,784)	(325,044)	0%	4%		

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection		% FY18 Change Over FY17 Amended	
491112 Indirect Chgs: Fund 612	(330,824)	(289,618)	(291,636)	(291,636)	(297,450)		0%		2%
491115 Indirect Chgs: Fund 615	(501,138)	(501,134)	(511,320)	(511,320)	(541,116)		0%		6%
491117 Indirect Chgs: Fund 617	(489,241)	(479,010)	(491,844)	(491,844)	(547,920)		0%		11%
491118 Indirect Chgs: Fund 618	(24,194)	(25,836)	(33,504)	(33,504)	(71,132)		0%		112%
491119 Indirect Chgs Fund 419	(10,476)	(10,476)	(10,788)	(10,788)	(5,076)		0%		-53%
491124 Indirect Chgs: Fund 224	(92,507)	(101,442)	(103,560)	(103,560)	(127,332)		0%		23%
491191 Indirect Chgs: Fund 719	(53,901)	(52,843)	(45,912)	(45,912)	(48,204)		0%		5%
491204 XFR From Fund 204	-	(5,658)	-	-	-				
491207 XFR From Fund 707	(226,896)	(249,722)	(233,032)	(233,032)	-		0%		-100%
491208 XFR From Fund 208	(658,344)	(682,800)	(675,000)	(644,843)	(784,570)		-4%		16%
491215 XFR From Fund 615	-	-	-	-	(250,000)				
491218 XFR From Fund 618	-	(100,000)	-	-	(63,000)				
491219 XFR From Fund 419	-	(174,344)	(165,712)	(165,712)	-		0%		-100%
491220 XFR From Fund 420	(33,000)	(68,089)	(78,336)	(78,336)	(78,336)		0%		0%
499999 Beginning Cash Balance	(8,428,315)	(9,280,895)	(8,666,257)	(8,666,257)	(7,787,308)		0%		-10%
<b>Total General Fund</b>	<b>\$ (43,208,081)</b>	<b>\$ (44,587,491)</b>	<b>\$ (44,555,343)</b>	<b>\$ (44,472,385)</b>	<b>\$ (44,570,900)</b>		<b>0%</b>		<b>0%</b>
<b>Street</b>									
417001 Local Fuel Tax	(1,084,567)	(1,089,825)	(1,100,000)	(1,100,000)	(1,100,000)		0%		0%
420145 ROW Fee Revenue	(450)	(100)	-	-	-				
420162 Comcast Digital Voice ROW Fee	(116,050)	(117,857)	(115,000)	(115,000)	(115,000)		0%		0%
428060 ROW Permit Fees	(17,419)	(29,699)	(17,000)	(30,000)	(30,000)		76%		76%
428070 Sidewalk Cafe Permit	(27)	-	-	-	-				
431218 STP Planning	(24,796)	(63,882)	(45,000)	(45,000)	(45,000)		0%		0%
433421 Highway Apportionment	(3,432,834)	(3,520,254)	(3,472,358)	(3,500,000)	(3,500,000)		1%		1%
433422 Bicycle Apportionment	(34,675)	(35,558)	(35,000)	(35,000)	(35,000)		0%		0%
433511 OR Sig Maint Contract	(64,884)	(75,000)	(47,500)	(47,500)	(47,500)		0%		0%
434002 ODOT IGA	(250)	-	-	-	-				
434004 IGA LTD	(15,695)	-	-	-	-				
435917 LTD Maintenance Contract	(45,614)	(46,207)	(50,000)	(50,000)	(50,000)		0%		0%
443007 Special Events Services	(24,291)	(49,281)	(26,000)	(30,000)	(30,000)		15%		15%
448021 IP/Weyco Traf Sig Maint	(2,211)	(2,142)	(2,500)	(2,500)	(2,500)		0%		0%
448023 Geo Info System Fee	(117)	(150)	-	-	-				
448030 Int Engineering Fees	(130,018)	(41,557)	(125,000)	(60,000)	(60,000)		-52%		-52%
448040 Prior Year Engineering Revenue	(29,709)	(9,706)	-	-	-				
451311 Restitution	-	(500)	-	-	-				
461001 Interest Income	-	(2,670)	(1,500)	(1,500)	(3,000)		0%		100%
461002 Variance in FMV of Investments	-	(997)	-	-	-				
480215 Claims Recovery	(97,092)	-	-	-	-				

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection		% FY18 Change Over FY17 Amended	
481001 Miscellaneous Receipts	(2,885)	(4,748)	(5,000)	(3,000)	(4,000)	●	-40%	●	-20%
491200 XFR From Fund 100	(395,083)	(397,566)	(415,501)	(415,501)	(411,300)	●	0%	●	-1%
499999 Beginning Cash Balance	(847,351)	(853,681)	(792,323)	(792,323)	(634,399)	●	0%	●	-20%
<b>Total Street Fund</b>	<b>\$ (6,366,018)</b>	<b>\$ (6,341,378)</b>	<b>\$ (6,249,682)</b>	<b>\$ (6,227,324)</b>	<b>\$ (6,067,699)</b>	●	<b>0%</b>	●	<b>-3%</b>
<b>Special Revenue</b>									
418011 911 Tax	(278,200)	0	(420,000)	-	-	●	-100%	●	-100%
431168 SHPO 11-12	(70)	70	-	-	-				
431169 SHPO 14-16	(1,450)	(10,550)	-	-	-				
431170 SHPO 16-18	-	-	(12,000)	(12,000)	(12,000)	●	0%	●	0%
431243 Justice Assistance Grant FY 11	(2,420)	-	-	-	-				
431245 HUD Lane Livability Grant	(5,658)	-	-	-	-				
431247 Justice Assistance Grant FY12	(10,282)	-	-	-	-				
431249 JUSTICE ASSISTANCE GR 2013	(16,944)	-	-	-	-				
431253 DUII OT ENFORCEMENT	(350)	-	-	-	-				
431255 Justice Assistance Grant 2014	(17,147)	(1,087)	-	-	-				
431256 Drunk Driving Enforcement Gran	(600)	-	-	-	-				
431258 Justice Assistance Grant 2015	-	(11,350)	(3,168)	(3,167)	-	●	0%	●	-100%
431260 OSL LSTA Grant	-	-	-	(27,000)	-				
431261 Justice Assistance Grant 2016	-	-	(18,251)	(18,251)	-	●	0%	●	-100%
431263 Justice Assistance Grant 2018	-	-	-	-	(14,000)				
431402 STATE HOMELAND SECURITY GRANT	(13,363)	-	-	-	-				
431403 STATE HOMELAND SEC GRANT-RADIO	(159,000)	-	-	-	-				
433215 2016 Veterans Memorial Grant	-	-	-	(52,405)	-				
433287 CHILD SVC IMPV GRANT 14-15	(7,608)	-	-	-	-				
433288 Child Services Improv Grant	-	(7,208)	-	(7,080)	(7,080)				
433414 Marijuana Apportionment	-	-	-	-	(100,000)				
452112 Federal Forfeitures	(62,012)	(31,922)	-	-	-				
452118 Drug Forfeits Post 1/1/02	(17,495)	(19,012)	-	(0)	-				
461004 Interest Income - Police	(2,664)	(3,201)	-	-	-				
481001 Miscellaneous Receipts	-	-	-	(200)	-				
481011 Community Relations Prgrm Rev	(14,579)	(5,008)	(25,000)	(25,000)	(25,000)	●	0%	●	0%
481012 Prof. Affiliation Travel Reimb	(6,869)	(2,733)	(5,000)	(5,000)	(5,000)	●	0%	●	0%
482151 CRESSEY GRANT FY15	(5,000)	-	-	-	-				
482154 Cressey Grant	-	(5,000)	-	(6,500)	(6,500)				
482155 ALA Creativity Grant	-	(7,500)	-	-	-				
482160 Canine donations	(44,719)	(38,005)	(30,000)	(30,000)	(30,000)	●	0%	●	0%
482161 CHETT Donations	-	(9,813)	(5,000)	(10,000)	-	●	100%	●	-100%
482182 OACP Traffic Safety FY12	(4,500)	-	-	-	-				



Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
482183 Library Gift Funds	(42,021)	(94,476)	(54,000)	(48,000)	(38,000)	-11%	-30%
486003 LCCC Grant	(1,500)	(1,800)	-	-	-		
486004 Gray Hoffman Grant	(1,750)	(2,000)	-	(2,000)	(2,000)		
486005 Gray Hoffman Voyagers Grant	-	-	-	(15,000)	-		
491200 XFR From Fund 100	(730)	-	-	-	-		
491213 XFR From Fund 713	-	(3,431)	-	-	-		
499999 Beginning Cash Balance	(840,017)	(919,569)	(901,867)	(901,867)	(627,549)	0%	-30%
<b>Total Special Revenue Fund</b>	<b>\$ (1,556,947)</b>	<b>\$ (1,173,596)</b>	<b>\$ (1,474,286)</b>	<b>\$ (1,163,470)</b>	<b>\$ (867,129)</b>	<b>-21%</b>	<b>-41%</b>
<b>Transient Room Tax</b>							
414115 Transient Room Tax	(1,219,497)	(1,373,464)	(1,510,000)	(1,345,000)	(1,412,225)	-11%	-6%
461001 Interest Income	(1,081)	(3,377)	(3,000)	(3,150)	(3,000)	5%	0%
461002 Variance in FMV of Investments	519	85	-	-	-		
481001 Miscellaneous Receipts	(3,192)	(3,645)	-	-	-		
484104 Emerald Empire Loan Repayment	(6,897)	-	-	-	-		
499999 Beginning Cash Balance	(384,692)	(595,542)	(530,995)	(530,995)	(721,269)	0%	36%
<b>Total Transient Room Tax Fund</b>	<b>\$ (1,614,840)</b>	<b>\$ (1,975,943)</b>	<b>\$ (2,043,995)</b>	<b>\$ (1,879,145)</b>	<b>\$ (2,136,494)</b>	<b>-8%</b>	<b>5%</b>
<b>Community Development Fund</b>							
431111 CDBG Federal Grants	(219,997)	(299,375)	(1,215,185)	(1,081,416)	(712,995)	-11%	-41%
431137 HUD Home Grants	(15,000)	(8,565)	(10,000)	(10,000)	(10,000)	0%	0%
440212 Medical Contrib - Employee	-	0	-	-	-		
481001 Miscellaneous Receipts	(41,581)	-	(39,688)	(74,144)	-	87%	-100%
484100 House Rehab Loan payment	(113,912)	(59,177)	-	-	-		
484103 Section 108 Repay	(33,692)	(36,194)	(35,000)	(35,000)	(35,000)	0%	0%
484105 NSP Loan Repayments	-	(13,215)	-	-	-		
499999 Beginning Cash Balance	64,907	23,321	-	10,105	(24,351)		
<b>Total Community Development Fund</b>	<b>\$ (359,276)</b>	<b>\$ (393,207)</b>	<b>\$ (1,299,873)</b>	<b>\$ (1,190,455)</b>	<b>\$ (782,346)</b>	<b>-8%</b>	<b>-40%</b>
<b>Building Code Fund</b>							
425602 Building Fees	(743,883)	(1,495,299)	(1,029,134)	(1,410,070)	(1,402,000)	37%	36%
425603 Plumbing Fees	(70,315)	(166,906)	(100,000)	(157,393)	(150,000)	57%	50%
425604 Mechanical Fees	(88,825)	(185,990)	(125,000)	(175,389)	(170,000)	40%	36%
425606 Continuing Education Fee	(6,268)	(7,323)	(8,700)	(6,905)	(10,000)	-21%	15%
426102 Electrical Inspection Fee	(155,427)	(258,517)	(175,000)	(243,782)	(230,000)	39%	31%
426605 Bldg Fee Admin	(4,511)	(6,853)	(6,800)	(6,462)	(10,000)	-5%	47%
440212 Medical Contrib - Employee	-	(0)	-	-	-		
461001 Interest Income	7	(6,371)	(2,500)	(20,400)	(30,000)	716%	1100%
461002 Variance in FMV of Investments	(755)	4,350	-	-	-		

























































































Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
481001 Miscellaneous Receipts	(859)	-	-	-	-		
499999 Beginning Cash Balance	(85,030)	(294,643)	(1,501,426)	(1,501,426)	(2,591,707)	0%	73%
<b>Total Building Code Fund</b>	<b>\$ (1,155,865)</b>	<b>\$ (2,417,551)</b>	<b>\$ (2,948,560)</b>	<b>\$ (3,521,827)</b>	<b>\$ (4,593,707)</b>	<b>19%</b>	<b>56%</b>
<b>Fire Local Option Levy</b>							
411111 Current Taxes	(1,379,406)	(1,410,586)	(1,476,246)	(1,476,246)	(1,518,546)	0%	3%
411211 Delinquent Taxes	(37,348)	(33,091)	(30,000)	(30,000)	(30,000)	0%	0%
440202 Dental Contrib - Employee	-	(0)	-	-	-		
440212 Medical Contrib - Employee	-	0	-	-	-		
461001 Interest Income	(858)	(3,117)	(4,000)	(4,000)	(4,500)	0%	13%
461002 Variance in FMV of Investments	(1,894)	(1,453)	-	0	-		
499999 Beginning Cash Balance	(457,288)	(429,322)	(332,520)	(332,520)	(216,289)	0%	-35%
<b>Total Fire Local Option Levy Fund</b>	<b>\$ (1,876,795)</b>	<b>\$ (1,877,569)</b>	<b>\$ (1,842,766)</b>	<b>\$ (1,842,766)</b>	<b>\$ (1,769,335)</b>	<b>0%</b>	<b>-4%</b>
<b>Police Local Option Levy</b>							
411111 Current Taxes	(4,904,554)	(5,015,413)	(5,248,875)	(5,248,875)	(5,401,265)	0%	3%
411211 Delinquent Taxes	(119,662)	(111,254)	(120,000)	(112,000)	(110,000)	-7%	-8%
423001 Inmate Housing Fee	(7,924)	(5,910)	(6,300)	(6,615)	(4,580)	5%	-27%
426606 Court Conviction Surcharge	(103,236)	(119,702)	(117,000)	(122,850)	(223,000)	5%	91%
440202 Dental Contrib - Employee	-	(0)	-	-	-		
443011 Jail Phone Commission	(3,076)	(2,235)	(2,450)	(2,328)	(12,000)	-5%	390%
443012 Jail Commissary Revenue	(736)	(721)	(600)	(630)	(600)	5%	0%
443014 Jail Medical Service Fee	-	(678)	-	-	-		
443101 Jail Lease	(172,125)	(138,690)	(160,000)	(168,000)	(200,000)	5%	25%
451311 Restitution	-	(352)	-	(0)	-		
461001 Interest Income	(2,683)	(11,426)	(8,000)	(13,000)	(14,000)	63%	75%
461002 Variance in FMV of Investments	(6,333)	(3,568)	-	-	-		
481001 Miscellaneous Receipts	(400)	(1,180)	-	-	-		
491200 XFR From Fund 100	(450,000)	(450,000)	-	-	-		
491206 XFR From Fund 236	(2,009,686)	(2,371,342)	-	-	-		
499999 Beginning Cash Balance	(1,580,611)	(1,844,840)	(1,535,423)	(1,535,423)	(1,157,099)	0%	-25%
<b>Total Police Local Option Levy Fund</b>	<b>\$ (9,361,025)</b>	<b>\$ (10,077,312)</b>	<b>\$ (7,198,648)</b>	<b>\$ (7,209,721)</b>	<b>\$ (7,122,544)</b>	<b>0%</b>	<b>-1%</b>
<b>Bancroft Redemption</b>							
411211 Delinquent Taxes	(44)	(3)	-	0	-		
461001 Interest Income	(68)	(458)	(500)	(525)	(525)	5%	5%
461002 Variance in FMV of Investments	(579)	(297)	-	-	-		
491219 XFR From Fund 419	(15,394)	(16,002)	(18,854)	(18,854)	-	0%	-100%
499999 Beginning Cash Balance	(113,466)	(100,408)	(51,166)	(51,166)	(51,691)	0%	1%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
<b>Total Bancroft Redemption Fund</b>	<b>\$ (129,552)</b>	<b>\$ (117,167)</b>	<b>\$ (70,520)</b>	<b>\$ (70,545)</b>	<b>\$ (52,216)</b>	0%	-26%
<b>Bond Sinking</b>							
411111 Current Taxes	(2,956,077)	(2,012,061)	(2,129,190)	(2,118,801)	(1,754,579)	0%	-18%
411211 Delinquent Taxes	(87,965)	(74,552)	(45,000)	(65,000)	(45,000)	44%	0%
461001 Interest Income	(2,485)	(6,620)	(2,500)	(8,000)	(4,000)	220%	60%
461002 Variance in FMV of Investments	(5,015)	(5,692)	-	-	-		
481001 Miscellaneous Receipts	-	-	-	(15,720)	-		
491306 GO Refunding Bond Proceeds	-	(16,994,808)	-	-	-		
491440 XFR From Fund 440	(25,649)	-	-	-	-		
491443 XFR From Fund 443	(45,662)	-	-	-	-		
491446 XFR From Fund 446	(10,374)	-	-	-	-		
499999 Beginning Cash Balance	(679,575)	(525,501)	(416,293)	(416,294)	(514,092)	0%	23%
<b>Total Bond Sinking Fund</b>	<b>\$ (3,812,802)</b>	<b>\$ (19,619,235)</b>	<b>\$ (2,592,983)</b>	<b>\$ (2,623,815)</b>	<b>\$ (2,317,671)</b>	1%	-11%
<b>Regional WW Revenue Bond Capital Project</b>							
448033 Bid document charges	-	-	-	(450)	-		
461001 Interest Income	(20,453)	(77,175)	(30,000)	(65,000)	(50,100)	117%	67%
461002 Variance in FMV of Investments	(69,360)	(52,781)	-	-	-		
461030 MWMC LGIP Interest	(206,397)	(237,971)	(180,000)	(300,000)	(150,000)	67%	-17%
499999 Beginning Cash Balance	(19,206,867)	(17,086,686)	(10,610,803)	(10,610,803)	(9,007,019)	0%	-15%
<b>Total Regional WW Rev Bona Cap Fund</b>	<b>\$ (19,503,077)</b>	<b>\$ (17,454,613)</b>	<b>\$ (10,820,803)</b>	<b>\$ (10,976,253)</b>	<b>\$ (9,207,119)</b>	1%	-15%
<b>Development Assessment Capital</b>							
461001 Interest Income	(1,328)	(4,970)	(4,600)	(6,500)	(5,250)	41%	14%
461002 Variance in FMV of Investments	(3,385)	(2,501)	-	-	-		
461101 Unbonded Assessment Inter	(6,276)	(84)	(200)	(200)	(200)	0%	0%
461105 Cherokee LID Assessment Int	(1,192)	(1,616)	(1,200)	(1,200)	(1,200)	0%	0%
461106 Q St. Sewer Extension Int	(133)	(130)	(150)	(150)	(150)	0%	0%
471101 Unbonded Assessments	(7,434)	(462)	(1,200)	(2,082)	(1,200)	74%	0%
471105 Cherokee LID Assessment	(37,318)	(23,753)	(18,000)	(18,000)	(18,000)	0%	0%
471106 Q St. Sewer Extension	(866)	(1,050)	(1,000)	(1,000)	(1,000)	0%	0%
499999 Beginning Cash Balance	(1,049,578)	(1,013,032)	(777,786)	(777,786)	(533,155)	0%	-31%
<b>Total Dvlp Assessment Cap Fund</b>	<b>\$ (1,107,510)</b>	<b>\$ (1,047,597)</b>	<b>\$ (804,136)</b>	<b>\$ (806,918)</b>	<b>\$ (560,155)</b>	0%	-30%
<b>Development Projects</b>							
433501 IFA Grant	(300,000)	-	-	-	-		
436007 Willamalane Contribution	(53,965)	0	-	(185,000)	-		
440030 Int Bldng Preservation Chrgs	(268,731)	(271,906)	(274,788)	(274,788)	(276,463)	0%	1%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
461001 Interest Income	(5,974)	(19,945)	(15,000)	(23,000)	(20,000)	● 53%	● 33%
461002 Variance in FMV of Investments	(7,392)	(6,802)	-	-	-		
461005 Land Sale Interest	-	-	-	(18,000)	(14,609)		
461040 Int Earnings - Interfund Loans	(1,113)	(1,629)	-	(770)	(10,500)		
483100 Property Sales	(32,000)	(121,097)	-	(764,247)	(116,404)		
491200 XFR From Fund 100	-	(100,000)	-	-	-		
491205 XFR From Fund 305	(13,500)	(50,000)	-	-	-		
491207 XFR From Fund 707	-	(215,000)	-	(100,000)	-		
491208 XFR From Fund 208	-	(350,000)	-	-	-		
492200 Interfund Loan Repayment	(374,594)	(280,500)	-	(125,906)	(350,000)		
499999 Beginning Cash Balance	(3,296,234)	(3,823,223)	(3,973,119)	(3,973,119)	(3,736,707)	● 0%	● -6%
<b>Total Development Projects Fund</b>	<b>\$ (4,353,503)</b>	<b>\$ (5,240,103)</b>	<b>\$ (4,262,907)</b>	<b>\$ (5,464,830)</b>	<b>\$ (4,524,683)</b>	<b>● 28%</b>	<b>● 6%</b>
<b>Police Building Bond Capital Project</b>							
461001 Interest Income	(158)	(15)	-	-	-		
499999 Beginning Cash Balance	(36,990)	(9,882)	-	-	-		
<b>Total Police Building Bond Capital Fund</b>	<b>\$ (37,147)</b>	<b>\$ (9,897)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Regional WW Capital</b>							
426607 SDC compliance charge	(3,553)	(13,458)	(2,500)	(7,000)	(7,000)	● 180%	● 180%
435551 County Service District	(167)	(75)	-	(150)	(150)		
448024 SDC Sanitary Sewer-Reimb	(148,246)	(174,943)	(100,000)	(130,000)	(130,000)	● 30%	● 30%
448025 SDC Sanitary Sewer-Imp	(1,905,909)	(2,197,212)	(1,100,000)	(1,300,000)	(1,300,000)	● 18%	● 18%
461001 Interest Income	234	-	-	0	-		
461002 Variance in FMV of Investments	10,003	(46,118)	-	-	-		
461006 Variance in FMV of Invest -ER	3,247	(8,345)	-	-	-		
461021 Capital Interest	(59,585)	(138,337)	(60,000)	(60,000)	(100,000)	● 0%	● 67%
461023 Equipment Replace Interes	(11,985)	(29,013)	(40,000)	(40,000)	(50,000)	● 0%	● 25%
461024 Reimbursement SDC Interest	(1,055)	(3,151)	(1,200)	(1,200)	(1,200)	● 0%	● 0%
461027 Improvement SDC Interest	(5,236)	(15,559)	(7,000)	(5,000)	(7,000)	● -29%	● 0%
481001 Miscellaneous Receipts	(11)	-	-	-	-		
491212 XFER From Fund 612	(7,200,000)	(11,864,956)	(11,300,000)	(11,300,000)	(14,000,000)	● 0%	● 24%
491222 XFR From Fund 612 OP-EQ Repl	(500,000)	(650,000)	(250,000)	(250,000)	(850,000)	● 0%	● 240%
491303 SRF Loan Proceeds R64840	(34,468)	(121,403)	-	-	-		
491309 SRF Loan proceeds R64841	(139,449)	(41,318)	-	-	-		
499999 Beginning Cash Balance	(69,458,382)	(76,915,854)	(57,382,122)	(57,382,122)	(64,720,379)	● 0%	● 13%
<b>Total Regional WW Capital Fund</b>	<b>\$ (79,454,561)</b>	<b>\$ (92,219,741)</b>	<b>\$ (70,242,822)</b>	<b>\$ (70,475,472)</b>	<b>\$ (81,165,729)</b>	<b>● 0%</b>	<b>● 16%</b>
<b>Street Capital</b>							

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
433129 ODOT - Franklin	(3,200,000)	-	-	-	-		
433130 ODOT Gateway St Overlay	(11,106)	-	-	-	-		
434002 ODOT IGA	(285,464)	(41,725)	-	(243,243)	-		
434004 IGA LTD	(30,317)	(9,018)	-	-	-		
434006 IGA Lane County	-	(27,008)	-	-	-		
448026 SDC Transportation-Reimb	(56,230)	(76,438)	(45,000)	(35,000)	(50,000)	-22%	11%
448027 SDC Transportation-Improvement	(355,540)	(960,681)	(750,000)	(750,000)	(790,000)	0%	5%
449024 Developer Contributions	(30,000)	-	-	-	-		
461001 Interest Income	(13,586)	(31,315)	(5,000)	-	(30,000)	-100%	500%
461002 Variance in FMV of Investments	6,452	(2,756)	-	-	-		
461021 Capital Interest	-	-	-	(30,000)	-		
461024 Reimbursement SDC Interest	-	(4)	(400)	(400)	(400)	0%	0%
461027 Improvement SDC Interest	-	(16)	(4,500)	(3,500)	(3,500)	-22%	-22%
481014 Gateway St Preservation	-	(50,740)	-	-	-		
491201 XFR From Fund 201	(250,000)	(150,000)	-	-	-		
491213 XFR From Fund 713	(70,000)	-	-	-	-		
491220 XFR From Fund 420	(30,000)	-	-	-	-		
499999 Beginning Cash Balance	(2,274,907)	(5,583,081)	(6,221,513)	(6,221,514)	(2,695,247)	0%	-57%
<b>Total Street Capital Fund</b>	<b>\$ (6,600,699)</b>	<b>\$ (6,932,782)</b>	<b>\$ (7,026,413)</b>	<b>\$ (7,283,657)</b>	<b>\$ (3,569,147)</b>	<b>4%</b>	<b>-49%</b>
<b>Sanitary Sewer Operations</b>							
426604 SDC Admin Fee	(545)	(1,486)	(1,000)	(1,100)	(1,200)	10%	20%
434003 IGA - SUB	(262,781)	-	-	-	-		
440212 Medical Contrib - Employee	-	(0)	-	-	-		
448024 SDC Sanitary Sewer-Reimb	(265,374)	(666,661)	(615,000)	(900,000)	(650,000)	46%	6%
448025 SDC Sanitary Sewer-Imp	(128,737)	(329,919)	(305,000)	(450,000)	(320,000)	48%	5%
448030 Int Engineering Fees	(208,430)	(129,529)	(150,000)	(100,000)	(115,000)	-33%	-23%
448040 Prior Year Engineering Revenue	(14,621)	(1,943)	-	-	-		
448051 In Lieu Of Assessments	-	(63,192)	-	(89,799)	-		
449011 Local Sewer User Fees	(6,928,456)	(7,080,505)	(7,200,000)	(7,200,000)	(7,340,000)	0%	2%
461001 Interest Income	(20,299)	(86,489)	(15,000)	(100,000)	(100,000)	567%	567%
461002 Variance in FMV of Investments	(59,858)	(35,794)	-	-	-		
461021 Capital Interest	-	-	(25,000)	(15,000)	(15,000)	-40%	-40%
461022 Operations Interest	(2)	-	-	-	-		
461024 Reimbursement SDC Interest	-	-	(3,500)	(3,000)	(3,000)	-14%	-14%
461027 Improvement SDC Interest	-	-	(1,200)	(800)	(800)	-33%	-33%
481001 Miscellaneous Receipts	(107,343)	(93,740)	-	(500)	-		
491211 XFR From Fund 611	(1,500,000)	(2,480,000)	-	-	-		
499999 Beginning Cash Balance	(17,330,851)	(16,488,720)	(18,467,823)	(18,467,824)	(21,651,015)	0%	17%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection		% FY18 Change Over FY17 Amended	
<b>Total Sanitary Sewer Oprts Fund</b>	<b>\$ (26,827,297)</b>	<b>\$ (27,457,977)</b>	<b>\$ (26,783,523)</b>	<b>\$ (27,328,023)</b>	<b>\$ (30,196,015)</b>		<b>2%</b>		<b>13%</b>
<b>Regional Wastewater</b>									
426604 SDC Admin Fee	91	(17)	(10)	(15)	(10)		50%		0%
428040 Pretreatment Permits	(11,464)	(12,103)	(9,500)	(9,500)	(9,500)		0%		0%
440212 Medical Contrib - Employee	-	(0)	-	-	-				
442100 Lease income	(48,983)	(50,806)	(48,500)	(48,500)	(48,500)		0%		0%
448030 Int Engineering Fees	(329,472)	(330,151)	(300,000)	(320,000)	(300,000)		7%		0%
449012 EWEB Renewable Energy	(4,287)	(2,525)	(2,500)	(2,000)	(2,000)		-20%		-20%
449013 Regional Sewer User Fees	(29,967,418)	(30,810,622)	(31,140,000)	(31,140,000)	(32,000,000)		0%		3%
449015 Septage Revenue	(155,900)	(365,943)	(185,000)	(450,000)	(475,000)		143%		157%
451316 Pretreatment Fines	(1,500)	(1,500)	(600)	(1,600)	(600)		167%		0%
461002 Variance in FMV of Investments	(38,126)	(16,368)	-	-	-				
461022 Operations Interest	(20,443)	(89,664)	(85,000)	(85,000)	(100,000)		0%		18%
463011 Lease Income	0	-	-	-	-				
480220 Eugene Working Capital	-	-	(700,000)	-	(700,000)		-100%		0%
481001 Miscellaneous Receipts	(3,501)	(19,092)	-	(100,000)	-				
491212 XFER From Fund 612	(6,306,701)	(6,443,172)	-	-	-				
491221 XFR from fund 433	-	-	(2,020,191)	(2,020,191)	(2,021,350)		0%		0%
491244 XFR from Fund 444	(17,890)	(19,276)	-	-	-				
491245 XFER from Fund 445	(1,400,000)	(2,000,000)	-	-	-				
491412 Xfr from Fund 412	-	(182,929)	-	-	-				
499999 Beginning Cash Balance	(15,650,935)	(16,158,040)	(11,988,887)	(11,988,888)	(12,603,539)		0%		5%
<b>Total Regional Wastewater Fund</b>	<b>\$ (53,956,529)</b>	<b>\$ (56,502,208)</b>	<b>\$ (46,480,188)</b>	<b>\$ (46,165,694)</b>	<b>\$ (48,260,499)</b>		<b>-1%</b>		<b>4%</b>
<b>Ambulance</b>									
436004 City of Eugene IGA Reimb	(126,875)	(281,379)	(195,000)	(195,000)	(200,000)		0%		3%
440101 Bad Debt Recovery	(66,531)	(64,019)	(60,000)	(60,000)	(65,000)		0%		8%
444032 GEMT First Response	-	-	-	-	(250,000)				
444106 Ambulance Fees	(4,129,148)	(4,665,172)	(4,100,000)	(4,100,000)	(4,500,000)		0%		10%
444111 FM Membership Fees	(658,135)	(636,738)	(650,000)	(605,000)	(550,000)		-7%		-15%
444113 Ambulance User Fees	(10)	(236)	-	-	-				
444117 FM Adm Srvs Reimbursement	(423,756)	(437,312)	(430,000)	(408,500)	(430,000)		-5%		0%
444121 Billing Service Fees	(629,870)	(653,352)	(520,000)	(400,000)	(270,000)		-23%		-48%
461001 Interest Income	(2,523)	(9,840)	-	(11,075)	-				
461002 Variance in FMV of Investments	(576)	303	-	(8,681)	-				
481001 Miscellaneous Receipts	(4,867)	(18,613)	(4,500)	(4,725)	(4,000)		5%		-11%
482170 Firemed donations	(832)	(4,417)	(1,000)	(1,050)	(3,000)				
499999 Beginning Cash Balance	(994,845)	(1,517,048)	(2,327,796)	(2,327,796)	(2,226,923)		0%		-4%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection		% FY18 Change Over FY17 Amended	
<b>Total Ambulance Fund</b>	<b>\$ (7,037,968)</b>	<b>\$ (8,287,821)</b>	<b>\$ (8,288,296)</b>	<b>\$ (8,121,827)</b>	<b>\$ (8,498,923)</b>		<b>-2%</b>		<b>3%</b>
<b>Storm Drainage Operations</b>									
428020 Land Alt. And Fill Permit	(81,249)	(131,540)	(60,000)	(80,000)	(60,000)		33%		0%
435552 Lane County NPDES	(25,000)	(33,310)	(25,000)	(33,000)	(25,000)		32%		0%
436007 Willamalane Contribution	-	(16,088)	-	(4,800)	-				
440202 Dental Contrib - Employee	-	0	-	-	-				
448028 SDC Storm - Improvement	(65,837)	(193,502)	(175,000)	(200,000)	(180,000)		14%		3%
448029 SDC Storm - Reimbursement	(45,290)	(134,885)	(125,000)	(135,000)	(130,000)		8%		4%
448030 Int Engineering Fees	(230,135)	(306,055)	(100,000)	(115,000)	(100,000)		15%		0%
448040 Prior Year Engineering Revenue	(18,221)	(2,468)	-	-	-				
449017 Drainage User Fees	(6,108,316)	(6,334,074)	(6,450,000)	(6,500,000)	(6,675,750)		1%		4%
461001 Interest Income	(30,123)	(104,224)	(12,000)	(100,000)	(100,000)		733%		733%
461002 Variance in FMV of Investments	(48,835)	(40,562)	-	-	-				
461021 Capital Interest	-	-	-	(15,000)	(15,000)				
461024 Reimbursement SDC Interest	-	-	(400)	(252)	(400)		-37%		0%
461027 Improvement SDC Interest	-	-	(3,000)	(1,400)	(2,000)		-53%		-33%
481001 Miscellaneous Receipts	(47,973)	(367)	-	(600)	-				
481020 Miscellaneous capital revenue	-	-	-	(10,000)	-				
491217 XFR from fund 617	(1,000,000)	(925,000)	-	-	-				
499999 Beginning Cash Balance	(19,924,916)	(20,938,636)	(19,576,709)	(19,576,709)	(15,583,249)		0%		-20%
<b>Total Storm Drainage Operations Fund</b>	<b>\$ (27,625,893)</b>	<b>\$ (29,160,711)</b>	<b>\$ (26,527,109)</b>	<b>\$ (26,771,761)</b>	<b>\$ (22,871,399)</b>		<b>1%</b>		<b>-14%</b>
<b>Booth-Kelly</b>									
442100 Lease income	(16,156)	(18,000)	(17,000)	(18,000)	(18,000)		6%		6%
442101 Lease - Carter Building	(56,801)	(85,769)	(85,000)	(90,000)	(90,000)		6%		6%
442102 Lease - Springfield Depot	(12,915)	(13,470)	(11,000)	(14,000)	(14,000)		27%		27%
442103 Lease - BLM revenue	(835,032)	(835,032)	(835,032)	(835,032)	(835,032)		0%		0%
442104 Lease - B Kelly rent	(437,162)	(517,456)	(469,000)	(550,000)	(550,000)		17%		17%
442105 Lease B Kelly Utilities	(2,405)	(1,430)	(6,000)	(4,200)	(4,200)		-30%		-30%
442106 Lease - BK taxes	(42,749)	(48,330)	(46,500)	(50,000)	(50,000)		8%		8%
442107 Lease - B Kelly insurance	(8,478)	(13,201)	(12,500)	(14,500)	(14,500)		16%		16%
448030 Int Engineering Fees	(1,023)	-	-	-	-				
461001 Interest Income	(1,085)	(3,407)	(4,000)	(8,285)	(8,000)		107%		100%
461002 Variance in FMV of Investments	(3,325)	(2,831)	-	-	-				
463015 Carter Building Lease	0	-	-	-	-				
463016 Springfield Depot Lease	0	-	-	-	-				
463021 B-Kelly Leases-Rent	(0)	-	-	-	-				
463023 B-Kelly Leases-Taxes	0	-	-	-	-				

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current		FY18 Proposed	% FY17		% FY18
				Year Projections			Amend Over FY17 Projection	Change Over FY17 Amended	
463024 B-Kelly Leases-Insurance	0	-	-	-	-	-			
481001 Miscellaneous Receipts	(33)	-	-	-	-	-			
499999 Beginning Cash Balance	(965,812)	(839,577)	(778,784)	(778,783)	(886,434)		0%		14%
<b>Total Booth-Kelly Fund</b>	<b>\$ (2,382,976)</b>	<b>\$ (2,378,502)</b>	<b>\$ (2,264,816)</b>	<b>\$ (2,362,800)</b>	<b>\$ (2,470,166)</b>		<b>4%</b>		<b>9%</b>
<b>Regional Fiber Consortium</b>									
442100 Lease income	(174,008)	(143,765)	(130,000)	(145,000)	(145,000)		12%		12%
461001 Interest Income	(374)	(920)	(1,000)	(2,000)	(2,450)		100%		145%
461002 Variance in FMV of Investments	175	(166)	-	-	-				
463011 Lease Income	0	-	-	-	-				
499999 Beginning Cash Balance	(117,935)	(168,910)	(242,738)	(242,738)	(260,288)		0%		7%
<b>Total Regional Fiber Consortium</b>	<b>\$ (292,142)</b>	<b>\$ (313,760)</b>	<b>\$ (373,738)</b>	<b>\$ (389,738)</b>	<b>\$ (407,738)</b>		<b>4%</b>		<b>9%</b>
<b>Insurance</b>									
435521 OR Employ-At-Injury	(34,625)	-	(60,000)	-	(60,000)		-100%		0%
440020 Internal Contractual Services	(18,000)	-	-	-	-				
440025 Int Insurance Chgs	(1,023,888)	(1,051,896)	(920,408)	(920,408)	(924,992)		0%		0%
440026 Internal Benefits Charges	(396,759)	(397,950)	(328,020)	(327,972)	(330,444)		0%		1%
440027 Workers Comp Chgs	(285,461)	(278,524)	(272,098)	(285,703)	(284,120)		5%		4%
440032 Int Worker's Comp Chrgs	(579,325)	(428,300)	(645,636)	(645,636)	(483,948)		0%		-25%
440201 Dental Contrib - Employer	(565,926)	(758,426)	(633,912)	(633,912)	(633,402)		0%		0%
440202 Dental Contrib - Employee	(41,560)	(41,968)	(45,000)	(38,051)	(44,000)		-15%		-2%
440203 Dental Contrib - Retiree	(22,860)	(24,810)	(25,000)	(22,046)	(35,000)		-12%		40%
440204 Dental Contrib - Cobra	(1,365)	(260)	-	(8,356)	-				
440205 Dental Contrib - CAO	-	(4,119)	-	(1,545)	-				
440211 Medical Contrib - Employer	(5,758,911)	(6,495,714)	(6,652,500)	(6,626,480)	(6,379,625)		0%		-4%
440212 Medical Contrib - Employee	(426,522)	(444,412)	(420,000)	(417,458)	(440,000)		-1%		5%
440213 Medical Contrib - Retiree	(282,659)	(278,585)	(285,000)	(249,975)	(360,000)		-12%		26%
440214 Medical Contrib - Cobra	(11,939)	(2,312)	(5,000)	(34,219)	(20,000)		584%		300%
440215 Medical Contrib - CAO	-	(51,698)	-	(19,673)	-				
440221 Cobra Admin Fees	(266)	(51)	-	-	-				
461001 Interest Income	(14,294)	(45,663)	(25,000)	(65,000)	(65,000)		160%		160%
461002 Variance in FMV of Investments	(10,918)	(12,417)	-	-	-				
480212 W.C. Prem Refunds & Dividends	-	(48,333)	-	-	-				
480213 W.C. Wage Reimbursements	(13,219)	(4,225)	-	(20,000)	-				
480215 Claims Recovery	(271,626)	(5,206)	(25,000)	(3,000)	(25,000)		-88%		0%
481001 Miscellaneous Receipts	(399)	(3,129)	(5,000)	(5,250)	(5,000)		5%		0%
481015 OR Employ-At-Injury	-	(44,061)	-	-	-				
491161 Employee Benefits	(8,201,666)	(8,593,753)	(9,039,597)	(8,876,640)	(10,321,623)		-2%		14%







Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Amend Over FY17 Projection	% FY18 Change Over FY17 Amended
499999 Beginning Cash Balance	(7,007,248)	(7,365,957)	(8,751,080)	(8,751,079)	(8,827,214)	0%	1%
<b>Total Insurance Fund</b>	<b>\$ (24,969,434)</b>	<b>\$ (26,381,770)</b>	<b>\$ (28,138,251)</b>	<b>\$ (27,952,403)</b>	<b>\$ (29,239,368)</b>	<b>-1%</b>	<b>4%</b>
<b>Vehicle &amp; Equipment</b>							
440015 Int Computer Eq Chgs	(336,068)	(281,376)	(296,148)	(296,148)	(328,528)	0%	11%
440018 Fire Engine Lease	(375,615)	(286,080)	(213,612)	(213,612)	(341,230)	0%	60%
440021 Int Tele Lease Contr	-	-	(26,256)	(26,256)	(26,254)	0%	0%
440022 Int Microsoft Enterprise Chrg	(81,492)	(81,973)	(130,284)	(130,284)	(158,952)	0%	22%
440031 Internal Fuel Revenue- RFF	(353,269)	(239,168)	(280,000)	(280,000)	(280,000)	0%	0%
444029 Int Equipment Chgs	(908,652)	(1,021,104)	(1,046,880)	(1,046,880)	(1,119,675)	0%	7%
449020 Fuel Sales -RFF School Dist	(82,452)	(57,566)	(65,000)	(65,000)	(60,000)	0%	-8%
449022 Fuel Sales -RFF Willamalane	(50,331)	(34,809)	(41,000)	(41,000)	(40,000)	0%	-2%
449023 Fuel Sales -RFF Rainbow Water	(11,572)	(8,445)	(10,000)	(10,000)	(10,000)	0%	0%
461001 Interest Income	(11,286)	(40,855)	(40,000)	(75,000)	(75,000)	88%	88%
461002 Variance in FMV of Investments	(22,588)	(17,337)	-	-	-		
480215 Claims Recovery	-	(57,177)	-	-	-		
481001 Miscellaneous Receipts	(1,031)	-	-	-	-		
483101 Equipment sales	(11,750)	(500)	-	-	-		
483102 Vehicle sales	(37,663)	(21,009)	-	(0)	-		
499999 Beginning Cash Balance	(8,173,172)	(8,139,422)	(7,951,380)	(7,951,380)	(7,150,736)	0%	-10%
<b>Total Vehicle &amp; Equipment Fund</b>	<b>\$ (10,456,940)</b>	<b>\$ (10,286,820)</b>	<b>\$ (10,100,560)</b>	<b>\$ (10,135,560)</b>	<b>\$ (9,590,375)</b>	<b>0%</b>	<b>-5%</b>
<b>SDC Administration</b>							
426604 SDC Admin Fee	(51,471)	(143,058)	(50,000)	(116,000)	(75,000)	132%	50%
440016 Int Admin Fee	(475,000)	(475,000)	(475,000)	(475,000)	(375,000)	0%	-21%
440202 Dental Contrib - Employee	-	(0)	-	-	-		
448030 Int Engineering Fees	(4,232)	(1,710)	-	-	-		
448040 Prior Year Engineering Revenue	(13,635)	(2,139)	-	-	-		
461001 Interest Income	(532)	(2,323)	(500)	(2,500)	(1,500)	400%	200%
461002 Variance in FMV of Investments	(414)	(26)	-	-	-		
499999 Beginning Cash Balance	(290,236)	(352,184)	(540,130)	(540,131)	(632,708)	0%	17%
<b>Total SDC Administration Fund</b>	<b>\$ (835,519)</b>	<b>\$ (976,440)</b>	<b>\$ (1,065,630)</b>	<b>\$ (1,133,631)</b>	<b>\$ (1,084,208)</b>	<b>6%</b>	<b>2%</b>
<b>TOTAL</b>	<b>\$ (334,882,395)</b>	<b>\$ (373,231,191)</b>	<b>\$ (313,455,848)</b>	<b>\$ (315,570,018)</b>	<b>\$ (321,925,565)</b>	<b>1%</b>	<b>3%</b>





















































# City of Springfield






































































## Total Operating Expenditures - Total All Funds by Account

(Excludes SEDA)

Favorable  5%  
 0%  
 Unfavorable  -5%  
 -25%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend Over FY17 Projection	% FY18 Change FY17 Amended
<b>Total All Funds</b>							
510000 Salaries	28,351,398	29,462,731	30,953,951	30,053,416	30,765,457	 3%	 1%
510001 Medic Ride Pay	-	-	-	55,000	155,100	 -100%	 -100%
510020 Seasonal & Intern Wages	102,919	99,172	149,000	119,050	-	 25%	
540000 Overtime	1,987,986	2,354,720	2,072,880	2,291,142	2,114,664	 -10%	 -2%
560000 Fringe Benefits	2,833,725	2,947,955	3,012,250	2,910,083	2,712,388	 4%	 11%
560001 Medical/Dental Insurance	7,222,915	8,063,706	8,154,264	8,111,795	8,024,746	 1%	 2%
560002 City Retirement Plan	583,628	566,429	550,164	550,097	564,777	 0%	 -3%
560003 PERS/OPSRP	3,744,371	4,113,067	4,375,334	4,267,433	5,531,422	 3%	 -21%
560004 Medical/Dental Insurance	-	0	-	-	-		
560005 Workers Compensation	-	-	-	52,918	280,922	 -100%	 -100%
560040 CRP Interest Guarantee	1,372,000	1,352,000	1,352,000	1,419,600	1,352,004	 -5%	 0%
560050 VEBA	-	121,725	-	-	-		
564001 Car allowance	15,372	14,608	17,328	17,020	18,721	 2%	 -7%
564002 Pager allowance	17,624	20,100	17,340	33,503	17,760	 -48%	 -2%
564003 Uniform allowance	145,139	156,015	165,792	157,502	173,734	 5%	 -5%
564005 Cell phone allowance	31,671	35,249	39,096	38,279	34,420	 2%	 14%
570000 Personal Services Adjustments	-	26,828	205,712	200,350	-	 3%	
<b>Sub-Total Personnel Services</b>	<b>\$ 46,408,748</b>	<b>\$ 49,334,306</b>	<b>\$ 51,065,111</b>	<b>\$ 50,277,188</b>	<b>\$ 51,746,116</b>	 2%	 -1%
611005 Interpreter Fees	5,355	6,045	7,500	5,245	6,500	 43%	 15%
611006 Dispatch Contract	677,096	682,371	716,489	739,638	798,809	 -3%	 -10%
611007 Billing & Coll Exp	883,067	902,681	940,000	921,411	950,000	 2%	 -1%
611008 Contractual Services	2,526,816	2,624,271	3,405,260	2,822,900	3,001,805	 21%	 13%
611009 Legal Expense	83,647	57,068	564,847	401,079	305,375	 41%	 85%
611011 Prisoner Exp Medical	251,209	236,930	273,400	300,000	415,000	 -9%	 -34%
611012 Indigent Representation	251,845	283,640	236,500	307,012	424,128	 -23%	 -44%
611013 Education/Outreach	37,295	9,629	16,700	15,025	22,200	 11%	 -25%
611014 Drug Prevention/Ed	12,737	14,095	10,000	10,000	10,000	 0%	 0%
611016 Attorney Fees	69,896	40,015	100,000	69,300	97,500	 44%	 3%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		
							Over FY17 Projection	% FY18 Change FY17 Amended
611017 Contractual Temporary Help	1,408	1,177	-	1,293	-	●	-100%	
611019 Merchant fees	110,808	137,660	152,750	144,926	132,750	●	5%	● 15%
611021 Planning Commission Expenses	666	607	1,500	1,500	1,500	●	0%	● 0%
611022 Fuel Tax Administration	4,550	3,696	7,650	7,268	7,650	●	5%	● 0%
611031 Mental Health Evaluations	7,750	9,950	19,000	24,000	23,500	●	-21%	● -19%
611040 Bank Charges	-	28,741	35,000	28,906	31,500	●	21%	● 11%
611041 Special Prosecutor Services	-	-	3,000	-	5,000			● -40%
611042 NESC Compliance	-	-	3,000	3,000	3,000	●	0%	● 0%
613001 Personal Services Reimbursemen	7,522,408	7,952,997	8,578,239	8,151,000	8,992,185	●	5%	● -5%
620001 Cleaning Services	7,189	6,107	8,500	7,434	8,190	●	14%	● 4%
620003 Equipment Rental	3,676	6,426	10,800	6,760	10,600	●	60%	● 2%
631001 Insurance Premiums	392,938	361,402	391,000	351,329	383,000	●	11%	● 2%
632001 Telephone, Cellular, Pager	101,795	102,933	125,409	122,077	117,332	●	3%	● 7%
632002 Ris/Airs/Geo Charges	220,117	231,538	246,136	250,947	275,952	●	-2%	● -11%
632003 Audio Visual Communications	12,060	12,088	10,800	10,800	10,800	●	0%	● 0%
632004 Info System Operations	239,528	148,036	148,327	220,000	191,152	●	-33%	● -22%
632005 Computer Equipment	104,236	312,433	267,464	271,667	232,615	●	-2%	● 15%
632006 SunGard Contingency Exp	-	-	28,000	28,000	28,000	●	0%	● 0%
632007 LRIG - SW7 System	-	-	-	-	158,240			● -100%
633001 Advertising	227,593	312,803	306,402	288,754	306,093	●	6%	● 0%
634003 Duplicating Supplies	30,501	35,345	29,471	25,167	23,388	●	17%	● 26%
634005 Library Xerox	2,187	3,399	3,010	3,161	4,010	●	-5%	● -25%
634006 Printing & binding	15,138	13,594	12,675	11,029	12,685	●	15%	● 0%
635001 Travel & Meeting Expenses	95,145	142,867	157,210	147,896	143,388	●	6%	● 10%
635002 Internal meeting	911	2,049	3,426	3,111	3,210	●	10%	● 7%
635004 Mileage reimbursement	100	-	-	-	-			
635005 Council Reimbursement	10,542	11,487	12,000	11,400	12,000	●	5%	● 0%
635006 Community Events	1,381	2,012	2,000	2,100	2,000	●	-5%	● 0%
636001 Software License Fee	324,329	377,318	596,061	612,731	665,343	●	-3%	● -10%
636002 Recording Fees	891	746	825	784	825	●	5%	● 0%
636003 Subpoena & Jury Fees	629	688	2,000	1,177	2,000	●	70%	● 0%
636004 Witness Fees	-	-	1,400	1,000	1,400	●	40%	● 0%
636005 Property Taxes	73,901	78,154	81,700	101,414	81,700	●	-19%	● 0%
636008 WPCF/NPDES permits	120,166	126,413	137,800	137,855	137,600	●	0%	● 0%
636009 Government ethics Comm charges	1,590	1,220	2,075	1,825	2,032	●	14%	● 2%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		
						Over FY17 Projection	% FY18 Change FY17 Amended	
636010 Right of Way Fees	390,242	401,771	409,500	407,500	417,300		0%	 -2%
641002 Processing Supplies	2,479	1,951	2,700	2,700	7,000		0%	 -61%
641003 Eng/Survey Supplies	1,104	587	3,950	3,758	3,900		5%	 1%
641006 Medical Supplies	164,888	167,052	146,000	150,300	147,200		-3%	 -1%
641007 Pretreatment Supplies	1,911	2,894	4,000	3,000	4,000		33%	 0%
641008 Safety Clothing/Eq	102,403	74,496	124,314	125,283	85,489		-1%	 45%
641009 Cleaning Supplies	39,775	8,416	6,900	6,565	6,900		5%	 0%
641015 Police Weapons	-	-	11,000	11,000	-		0%	
641020 Uniforms	31,557	13,262	18,000	18,900	18,000		-5%	 0%
641022 Inmate Supplies	12,729	14,430	15,000	35,000	22,000		-57%	 -32%
641023 Prisoner Meal Expense	125,370	126,665	136,000	136,000	136,000		0%	 0%
642001 Gasoline & Oil	858,637	587,989	763,000	724,842	724,900		5%	 5%
642002 Utilities	63,176	52,737	547,853	531,550	554,990		3%	 -1%
642005 Street Lighting Electricity	178,259	186,951	170,000	170,000	170,000		0%	 0%
642006 Traffic Signal Electricity	28,816	29,709	33,000	30,000	33,000		10%	 0%
642007 Fuel facilities expenses	7,893	1,111	15,000	14,250	15,000		5%	 0%
643003 SUB Water	74,978	87,738	1,240	25,195	150		-95%	 727%
643004 SUB Sewer & Drainage	47,530	54,414	450	449	280		0%	 61%
643007 SUB Electricity	244,877	252,648	9,520	11,695	5,021		-19%	 90%
644001 Periodicals	6,330	3,504	3,500	4,257	3,500		-18%	 0%
644002 Memberships, Books, Subscrips	65,263	66,743	107,608	118,030	121,446		-9%	 -11%
645002 Postage & Shipping Charges	115,694	53,783	56,295	55,526	54,819		1%	 3%
645003 Office & Computer Supplies	74,423	67,640	102,038	94,434	99,093		8%	 3%
645004 Computer Supplies	4,870	1,590	10,200	9,700	10,200		5%	 0%
645005 Computer Software	87,095	47,506	115,991	99,890	143,906		16%	 -19%
645006 Small Furniture & appliances	17,208	8,438	13,375	13,770	12,789		-3%	 5%
645007 Stormwater Sampling Expenses	8,148	9,474	14,500	14,500	10,000		0%	 45%
646002 Clothing Allowance	55,360	50,172	56,350	55,605	62,150		1%	 -9%
646003 Commuter Trip Reduction	1,919	2,108	4,851	3,853	3,171		26%	 53%
647001 Parts & Materials	8,877	11,856	9,600	9,600	12,600		0%	 -24%
647002 Street Maint Materials	85,470	25,631	65,000	45,000	65,000		44%	 0%
647003 Sweeper Supplies	6,645	128	13,500	12,500	13,500		8%	 0%
647005 Drainage Maint Materials	54,328	61,243	60,535	54,000	62,535		12%	 -3%
647006 Sewer Maint Materials	18,241	17,537	34,150	30,000	34,500		14%	 -1%
647007 Cleang/Maint Materials	23,541	46,067	52,000	52,248	53,000		0%	 -2%











































Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		
						Over FY17 Projection	% FY18 Change FY17 Amended	
647008 Dare Materials	-	74	-	-	-			
647009 Program Expense	345,406	431,159	502,485	595,257	548,703	-16%	-8%	
647010 Traff Maint Materials	118,189	127,611	104,725	95,000	104,725	10%	0%	
647011 Land Maint Materials	13,709	15,968	19,000	18,000	19,000	6%	0%	
647012 Claims Expense	125,996	173,004	100,000	95,000	520,000	5%	-81%	
647014 Canine Donations Expenditures	31,290	6,416	30,000	30,000	30,000	0%	0%	
647017 Street Tree Replacement	267	6,921	12,000	6,000	12,000	100%	0%	
647021 Miscellaneous PIP expenses	-	217	-	-	-			
650006 GIS Program Expense	569	13	1,500	750	1,500	100%	0%	
650007 Art Alley Repair	-	-	6,794	-	7,000		-3%	
650008 Arts Comm Operations	9,442	8,719	10,851	10,851	7,500	0%	45%	
650009 Rural Life Support Exp	10,000	10,000	10,000	10,000	10,000	0%	0%	
650015 Permit Project Exp	97	-	35,000	35,000	35,000	0%	0%	
650016 Citizen Survey	-	-	1,500	1,500	1,500	0%	0%	
650026 1st Time Homebuyers	-	7,000	133,000	41,970	50,000	217%	166%	
650035 League Of Oregon Cities	38,722	39,145	39,145	40,206	41,422	-3%	-5%	
650036 Intergvt Human Srvcs	157,659	157,659	230,804	215,972	207,252	7%	11%	
650040 Mayor'S Promo Items	319	-	200	210	200	-5%	0%	
650041 Region Training Plan	5,000	5,000	5,000	5,000	5,000	0%	0%	
650043 L-Cog	23,473	23,936	23,936	23,936	24,056	0%	0%	
650046 Chamber Of Commerce	35,000	40,000	40,000	40,000	40,000	0%	0%	
650048 Hist Dist Signage	-	-	750	750	750	0%	0%	
650050 Room Tax Collect	5,374	5,404	6,000	5,700	6,000	5%	0%	
650058 Air Pollution-Lrapa	21,224	-	43,760	45,948	24,610	-5%	78%	
650062 Eugene Operations	3,194,226	3,688,602	4,267,768	3,782,000	4,213,555	13%	1%	
650063 Eugene Indirect Costs	872,928	805,869	1,020,000	907,000	1,032,700	12%	-1%	
650064 Bicycle Program Supplies	3,033	400	2,300	2,000	-	15%		
650065 Hazmat	2,391	8,700	5,000	5,250	11,000	-5%	-55%	
650084 Eugene Capital Outlay	26,865	24,756	163,100	163,100	107,860	0%	51%	
650097 Spring Clean-Up	1,156	-	2,000	2,000	2,000	0%	0%	
650098 Team Springfield	8,591	14,425	20,000	20,000	20,000	0%	0%	
650099 Springfield Museum	45,000	45,000	45,000	45,000	45,000	0%	0%	
650100 Catholic Community Services	45,751	31,158	-	-	-			
650101 Food for Lane County	14,237	16,570	-	-	-			
650103 Relief Nursery	14,247	14,247	-	-	-			

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		% FY18 Change FY17 Amended
							Over FY17 Projection	
650107 Olympic Trials	-	-	75,000	75,000	-		0%	
650113 Art Alley Special Project	-	-	253	-	500			-49%
650116 SDC Prior Year Refunds	-	-	3	3	-		0%	
650117 SDC Credits Paid	-	-	2	2	-		0%	
650121 Mohawk Open Banners	-	-	730	-	730			0%
650125 Sustainable Cities	3,200	-	-	-	-			
650126 EPA Brownfield Cons Grant Exp	219	-	-	-	-			
650130 Greater Eugene	-	50,000	50,000	50,000	50,000		0%	
650131 2015 JAG Expenditures	-	12,602	3,168	3,167	-		0%	
650132 CHETT Expenditures	-	1,671	5,000	5,000	5,000		0%	
650133 Child Svcs Imprv Grant 14-15	-	1,514	-	-	-			
650134 Child Svcs Imprv Grant	-	5,522	-	8,766	7,080		-100%	
650135 Gray Hoffman Grant Exp	-	1,768	-	1,507	3,001		-100%	
650136 Cressey Grant	-	5,000	-	6,500	6,500		-100%	
650137 LCCC Grant	-	1,550	-	1,150	-		-100%	
650138 ALA Creativity Grant	-	7,500	-	-	-			
650139 Gray Hoffman Voyagers Gr Exp	-	-	-	11,500	3,500		-100%	
650141 Veterans & War Memorial	-	-	-	52,405	-		-100%	
650142 OR LSTA Library Proj Grant	-	-	-	27,000	-		-100%	
650143 Buckley House Sobering Service	-	-	-	25,000	25,000		-100%	
650144 RFC Grant Award Exp	-	-	-	-	50,000			-100%
650201 ADA - Compliance Sidewalks	-	10,000	5,000	5,000	5,000		0%	
651009 Lockout Crime Project	1,870	1,060	10,732	-	2,500			329%
651015 Neighborhood Improvements	-	-	-	243,500	325,000		-100%	
651025 Section 108 Repayment Xfr	33,692	36,194	35,000	35,000	-		0%	
651039 NEDCO Facade Improvement	409	2,663	2,766	8,051	-		-66%	
651040 Community Relations Prgrm Exp	6,576	12,801	25,000	25,000	25,000		0%	
651043 HACSA Glenwood Place	-	-	81,580	-	-			
651045 NEDCO SPROUT! EXTERIOR	-	20,353	-	-	-			
651048 Homeless Overnight Parking Pgm	5,000	5,000	5,000	5,000	5,000		0%	
651049 HSC Womenspace	8,029	8,029	-	-	-			
651050 EMERALD ART WINDOW LIGHT 14/15	-	3,900	-	-	-			
651051 CATH COMM SVCS FREZ/FRIG 14/15	27,615	-	-	-	-			
651052 NEDCO BUS DEV 405 MAIN ST14/15	-	18,915	56,379	26,412	-		113%	
651053 NEDCO RETAIL ASSIST MAIN 14/15	-	-	10,500	-	-			

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		
						Over FY17 Projection	% FY18 Change FY17 Amended	
651054 SRDC DWNTWN DEMO PROJ 14/15	28,162	3,101	-	-	-			
651055 Emergency Housing Program	7,721	-	-	-	-			
651056 Sprout! Code Improvements 2015	-	-	142,500	143,449	-		-1%	
651057 G Street Oasis	-	-	36,500	20,000	-		83%	
660001 Fire Station Maintenance	31,858	26,478	22,500	21,625	23,000		4%	-2%
660002 Street Light Maint	102,886	124,785	119,000	120,000	119,000		-1%	0%
660004 Equipment Maintenance	159,621	214,668	248,939	240,525	165,611		3%	50%
660005 Audio Visual Maintenance	-	-	300	300	-		0%	
660006 Communicate EQ Maint	12,064	8,617	9,000	8,550	9,000		5%	0%
660007 Rescue Equip Maint	30	-	-	-	-			
660010 Small Tool Maint	1,162	330	-	-	-			
660011 Breathing App Maint	9,736	15,306	10,000	6,000	10,000		67%	0%
660013 Bldg Maintenance	123,515	118,933	105,550	107,837	105,500		-2%	0%
660014 Internal Bk Maint	-	327	-	-	-			
660016 Vehicle Maintenance	311,702	370,487	301,400	333,989	310,200		-10%	-3%
660018 Wildland EQ Repair	2,785	-	-	-	-			
660019 Water Res EQ Repair	22,547	20,598	-	-	-			
660023 Signal Detector Repair	61,946	555	50,000	10,000	50,000		400%	0%
660024 Sidewalk Repair	23,015	11,425	17,500	15,000	17,500		17%	0%
660025 Guard Rail Repair	-	-	2,500	-	2,500			0%
660026 Wire Theft Remediation	-	32,937	40,000	40,000	-		0%	
660027 Stream and Channel O&M	24,018	30,944	65,000	65,000	65,000		0%	0%
671001 Training Aids	10	45	800	800	800		0%	0%
671002 City Ee Recognition	866	2,875	6,110	5,465	6,210		12%	-2%
671006 Employee Development	154,581	134,417	224,830	211,399	237,843		6%	-5%
671007 Organization Development	3,922	1,694	5,580	5,342	5,380		4%	4%
671008 Tuition Reimbursement	45,957	37,084	38,000	36,250	37,500		5%	1%
671009 City Ee Recognition - Taxable	388	45	525	525	525		0%	0%
671010 Employ-At-Injury Program	20,461	26,974	-	(0)	-		-100%	
671011 Health & Wellness	53,355	569	3,000	2,850	3,000		5%	0%
671013 Wellness Fair	-	10,095	7,000	6,650	7,000		5%	0%
671020 Fire Mileage Reimb	7,480	7,575	8,000	8,259	8,000		-3%	0%
671021 Emp development bldg education	4,265	7,095	5,500	5,775	7,000		-5%	-21%
672001 Unemployment Reimburse	34,380	24,154	70,000	66,500	70,000		5%	0%
672002 Retiree Medical Premium	12,318	5,196	65,000	65,000	65,000		0%	0%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend Over FY17 Projection			% FY18 Change FY17 Amended
672004 HRA Adjustment	-	13,553	-	-	-				
672007 SF Medical Admin Fee	253,918	202,951	220,000	208,000	220,000		6%		0%
672008 SF Med Stop Loss Prem	561,435	619,701	635,000	652,000	675,000		-3%		-6%
672009 SF Med Aggregate SL Prem	44,060	45,457	46,000	24,000	-		92%		
672010 SF Med Optionals	2,537	-	6,000	-	-				
672012 CRP Adjustment	-	73,562	-	-	-				
672110 SF Dental Admin Fee	33,962	34,824	35,000	39,100	35,000		-10%		0%
672114 2014 Dental Claims	243,210	-	-	-	-				
672115 2015 Dental Claims	310,064	225,504	-	-	-				
672116 2016 Dental Claims	-	300,080	334,456	235,500	-		42%		
672117 2017 Dental Claims	-	-	334,456	324,500	338,701		3%		-1%
672118 2018 Dental Claims	-	-	-	-	338,701				-100%
672214 2014 Medical Claims	2,761,202	-	-	-	-				
672215 2015 Medical Claims	2,703,065	2,346,646	-	-	-				
672216 2016 Medical Claims	-	2,378,551	3,099,256	2,607,500	-		19%		
672217 2017 Medical Claims	-	-	3,099,256	3,212,500	2,977,618		-4%		4%
672218 2018 Medical Claims	-	-	-	-	2,977,619				-100%
673001 Recruitment Expense	32,933	41,699	24,100	25,022	24,100		-4%		0%
673002 Hiring & Promotion Expense	2,923	19,155	25,000	25,000	25,000		0%		0%
690002 Rehab Loans	-	-	41,143	-	-				
695013 Default Purchase Card Chg	(0)	0	-	-	-				
698001 Unexpended Target	-	-	9,733	(118,010)	-		-108%		
<b>Sub-Total Mterial &amp; Services</b>	<b>\$ 30,909,957</b>	<b>\$ 31,271,873</b>	<b>\$ 37,554,411</b>	<b>\$ 35,293,384</b>	<b>\$ 37,734,747</b>		<b>6%</b>		<b>0%</b>
680001 Internal Insurance Chgs	1,603,213	1,480,196	920,408	920,400	924,992		0%		0%
680002 Internal Veh Mt Chgs	192,946	189,613	190,128	190,670	187,776		0%		1%
680004 Internal Fac Rent	238,544	251,286	282,384	282,384	282,000		0%		0%
680005 Int Computer Equip Chgs	336,238	281,376	296,148	294,314	303,134		1%		-2%
680007 Internal Bldg Maint Chgs	287,895	296,749	288,360	288,360	281,943		0%		2%
680011 Internal Veh & Equip Rent	908,652	1,021,104	1,046,880	1,047,447	968,007		0%		8%
680012 Indirect Costs	2,586,115	2,523,537	2,279,796	2,279,796	2,472,986		0%		-8%
680014 Internal Employee Benefit Chg	396,759	397,950	328,020	327,972	330,444		0%		-1%
680015 Internal Lease Payments	375,615	286,080	239,868	239,868	367,484		0%		-35%
680017 Internal Admin Fee	475,000	475,000	475,000	475,001	375,000		0%		27%
680018 Internal MS Enterprise Agreemt	81,492	81,973	130,284	130,284	158,953		0%		-18%



Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Requested	% FY17 Amend		
						Over FY17 Projection	% FY18 Change FY17 Amended	
680020 Internal Contractual Services	18,000	-	-	-	-			
680024 Sunguard Reserve Contribution	-	-	12,000	12,000	12,000	 0%	 0%	
680027 Internal Workers Comp Chrgs	-	-	645,636	645,636	483,948	 0%	 33%	
680030 Int Bldng Preservation Chrgs	268,731	271,906	274,788	274,788	276,463	 0%	 -1%	
<b>Sub-Total Internal Charges</b>	<b>\$ 7,769,199</b>	<b>\$ 7,556,769</b>	<b>\$ 7,409,700</b>	<b>\$ 7,408,920</b>	<b>\$ 7,425,129</b>	 <b>0%</b>	 <b>0%</b>	
723001 Vehicles	970,893	1,254,486	1,620,275	1,620,275	416,081	 0%	 289%	
731008 Remodelling	9,729	-	-	-	-			
741002 Personal Safe Equip	-	50,645	56,004	46,000	70,000	 22%	 -20%	
741007 Police Dog	8,242	-	-	-	-			
741024 Street Sweeper	-	-	199,000	-	199,000		 0%	
741043 Fleet Maint. Equipment	1,699	-	-	-	-			
741045 Sewer Maint. Equipment	17,917	-	-	-	-			
741046 Surface Maintenance Equipment	-	-	200,000	200,000	-	 0%		
741048 Survey Equipment	6,235	-	-	-	-			
744000 Equipment Replacement	199,744	546,064	497,098	497,098	745,000	 0%	 -33%	
745000 Major Rehab	766,326	282,147	615,042	615,042	566,000	 0%	 9%	
745001 MWMC Capital Outlay	-	400,103	2,262,979	1,640,979	622,000	 38%	 264%	
751001 Computer Equipment	75,323	67,080	89,642	88,987	40,800	 1%	 120%	
751008 Network Infrastructure	-	129,400	106,000	106,000	-	 0%		
751009 eRecruit System	-	-	22,000	22,000	-	 0%		
761002 Telephone Equipment	1,480	-	-	-	-			
761003 Radios	159,000	325,340	-	-	-			
761004 LRIG Radio Replacement	97,125	95,568	95,000	130,000	-	 -27%		
781001 Adult Books	48,384	63,467	66,903	65,326	54,700	 2%	 22%	
781002 Reference Books	5,597	8,878	11,381	12,958	8,100	 -12%	 41%	
781003 Children's Books	25,402	29,505	27,911	27,911	24,500	 0%	 14%	
781004 Young Adult Books	5,984	7,316	7,988	7,988	7,000	 0%	 14%	
781005 Lib Gift & Mem Books	36,650	25,345	34,500	32,775	20,000	 5%	 73%	
791001 Computer Software	-	141,037	224,219	224,219	-	 0%		
791002 Public Safety Info System	302,331	9,333	9,500	9,333	9,333	 2%	 2%	
<b>Sub-Total Capital Outlay</b>	<b>\$ 2,738,061</b>	<b>\$ 3,435,714</b>	<b>\$ 6,145,442</b>	<b>\$ 5,346,891</b>	<b>\$ 2,782,514</b>	 <b>15%</b>	 <b>121%</b>	
<b>Total all Funds</b>	<b>\$ 87,825,965</b>	<b>\$ 91,598,663</b>	<b>\$ 102,174,664</b>	<b>\$ 98,326,383</b>	<b>\$ 99,688,506</b>	 <b>4%</b>	 <b>2%</b>	



## DEPARTMENT BUDGET MEMO

City of Springfield, Oregon

**To:** Budget Committee; Gino**From:** AJ Ripka and Courtney Griesel**Date:** April 10, 2017**Department:** City Manager's Office

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
<b><u>Revenue by Category</u></b>				
Taxes	N/A	N/A	N/A	(1,412,225)
Miscellaneous Receipts				(25,000)
<b>Total Budgeted Revenue</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ (1,437,225)</b>

<b><u>Expenditures by Category</u></b>				
Personnel Services	976,290	1,071,891	1,001,941	909,887
Materials & Services	545,307	543,129	675,011	628,801
Capital Outlay	-	-	-	-
Capital	13,500	668,613	150,000	100,000
<b>Total Budgeted Expenditures</b>	<b>\$ 1,535,098</b>	<b>\$ 2,283,633</b>	<b>\$ 1,826,952</b>	<b>\$ 1,638,687</b>

Full-Time Employees	7.50	7.50	7.50	7.50
FY18 Proposed FTE Reduction				(0.50)
<b>Full-Time Budgeted Employees</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.00</b>

**Department Budget Summary:**

It is the ultimate goal of the department to most effectively, responsibly, and innovatively implements the priorities of the Mayor and Council, thus continuing to deliver high quality services and projects to both the organization and community.

**Accomplishments FY2016-2017:**

- Promotion of Cross Laminated Timber and Advanced Timber Manufacturing;
  - Completed Design Development of the Glenwood Riverfront Cross Laminated Timber Parking Structure
  - National Investing in Manufacturing Communities Partnership (IMCP) Leadership
  - 2017 International Mass Timber Conference Trade Show Presence and Keynote at Governor's Invite Only Mass Timber Summit
- Springfield Flame; Procurement and installation of the Springfield Flame sculpture extending nearly 70 feet above the Gateway area, one of the busiest commercial and employment areas within the region.
- Construction of Veterans Plaza in Partnership with other Community Organizations Installation of the Ken Kesey Downtown Mural designed and installed by Old City Artists, two stories tall and in partnership with the Kesey Family.
- Following the FY16 sale of key Glenwood area property, FY17 brought the construction start of a new Marriott brand hotel facility to the property, ultimately generating property and tourism revenues for the region.

- State Legislative Advocacy; the City will lead in state legislative advocacy this year utilizing, for the first time, a city-wide bill tracking and prioritizing system, expanding capacity for review and input by subject matter experts throughout the City organization.
- Start-up Coordination and On-Going Board Leadership of Greater Eugene Inc, the Regional Recruitment Entity for Lane County
- Technology Industry Expansion;
  - Investments in planning near-term infrastructure improvements to expand publically owned high-speed internet access
  - Targeted industry recruitment

#### **Significant Changes:**

- \$50,000 for the continued promotion of Cross Laminated Timber and Advanced Timber Manufacturing
- \$50,000 for the Springfield Look
- \$20,000 for Lobbyist Services
- Personnel Services Reduction of \$33,000

#### **Three Year Considerations FY2019-2021:**

The City Manager's oversees the Enterprise Zone (EZ) and Transient Room Tax (TRT) Programs. Starting in FY11, the City has seen consistent increases in generated TRT revenues received from travelers to the region. This increase is anticipated to continue through 2021 as new hotels are currently under construction and in planning. Additionally, FY18 will be the first full year capture of TRT received from Airbnb reservations. Finally, 2021 is anticipated to be a profitable tourism year with the first US hosting of the Track and Field World Championships in the Eugene-Springfield metro area.

With the positive economic recovery, the use of the Enterprise Zone tax abatement business incentive is generating more interest, indicating continued business energy in areas of expansion. Currently, the City oversees four active EZ filings. Two of these authorized exemptions will have sunset within the next three years, resulting in the return of previously exempted property values to the tax rolls.



# City Manager's Office

FY 2018

## AGENDA

- Mayor and City Council
- Community Partnerships
- Legislative Affairs
- Tourism & Community Art
- Economic Development
- Coming Up in FY 18



# City Manager's Office

FY 2018

## Mayor and City Council

- Provide Financially Responsible and Innovative Government Services
- Encourage Economic Development and Revitalization through Community Partnerships
- Strengthen Public Safety by Leveraging Partnerships and Resources
- Foster an Environment that Values Diversity and Inclusion
- Maintain and Improve Infrastructure and Facilities
- Promote and Enhance our Hometown Feel while Focusing on Livability and Environmental Quality



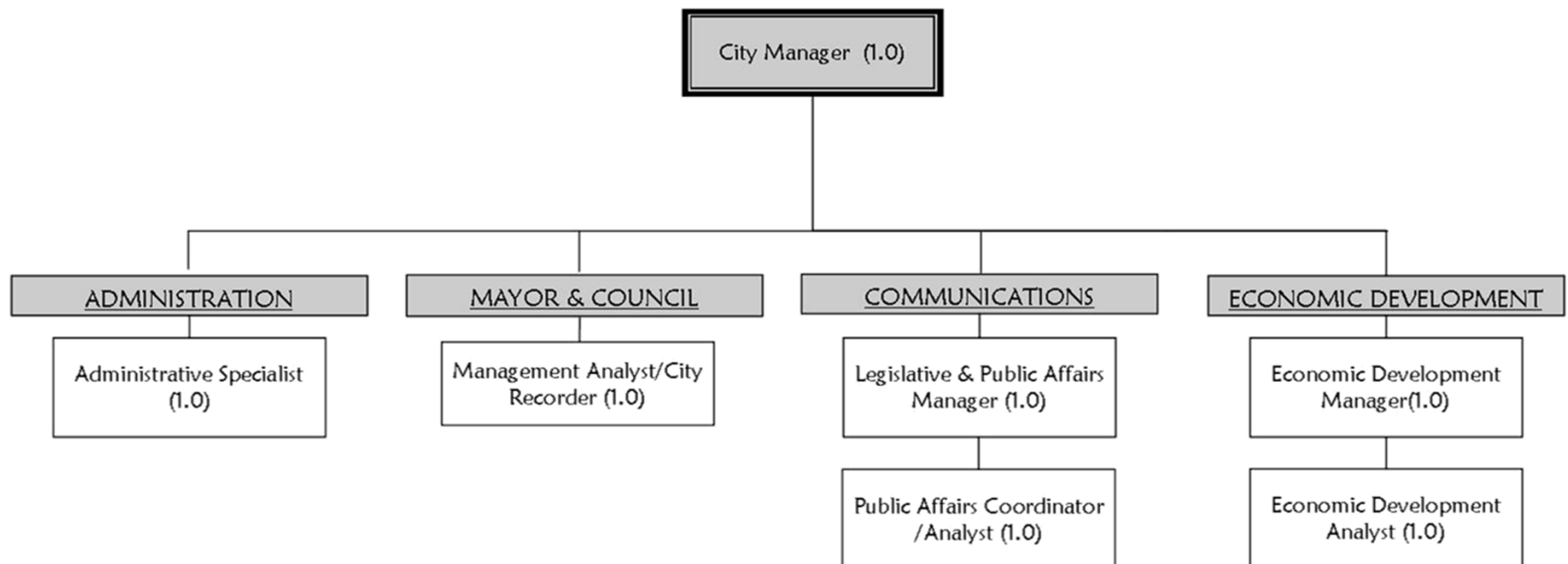


# City Manager's Office

FY 2018

## City Manager's Office

Total FTE: 7





# City Manager's Office

FY 2018

## Budgeted Community Partnerships: \$385,340 in Community

Community Partner	FY 17	FY 18	Activity
Human Services Commission	\$132,600	\$135,252	Coordinated Regional Health, Housing and Human Services
Greater Eugene Inc	\$50,000	\$50,000	Regional Business Recruitment
League of Oregon Cities	\$40,206	\$41,422	Advocacy, Information, Education Support for Incorporated Cities
Springfield Area Chamber of Commerce;	\$40,000	\$40,000	Springfield Visitor Center Operation
Buckley House Sobering Services	\$25,000	\$25,000	Medically Managed Sobering Facilities
G Street Oasis Project	\$0	\$25,000	Coordinated Services for Homeless Families in G Street Area
Lane Regional Air Pollution Authority	\$21,880	\$24,610	Clean Air Services in Lane County
Lane Council of Government	\$23,936	\$24,056	Regional Admin, Planning, Map, Project Support
TEAM Springfield As-Needed Project Funds	\$20,000	\$20,000	Commitment to TEAM Springfield identified community projects
<b>TOTAL CITY PARTNERSHIP FUNDING</b>	<b>\$331,122</b>	<b>\$385,340</b>	



# City Manager's Office

FY 2018

## Legislative Affairs

### Resources:

City Staff  
Howe Public Affairs  
City Legislative Committee

### Bill Tracking:

All 2,782 introduced bills were reviewed by staff. Staff commented on and tracked around 200 of those bills with direct connections to Springfield.

### Legislative Affairs

### Communication:

The City's Legislative Committee is provided with regular updates and opportunities to provide testimony on behalf of the city. The Council's LC meets monthly.

### Federal Agenda:

City Staff continues to work with Smith Dawson Andrews in Washington DC to formulate and track a federal agenda with our community partners.







# City Manager's Office

FY 2018

Flame Video

Veteran's Memorial Video





# City Manager's Office

FY 2018

## Economic Development

## Springfield LOOK

Scope of Work	Month							
	1	2	3	4	5	6	7	8
<b>Phase I – Strategic Planning</b>								
Step 1 – Where are you now? Economic Performance Competitiveness Assessment Economic Dev. Program Review	■	■	■					
Step 2 – Where do you want to be? Stakeholder Input Target Industry Analysis Competitor Benchmarking Priorities Work Session		■	■	■				
Step 3 – How will you get there? Priority Strategic Initiative Sessions Written Plan Presentation of Plan				■	■	■	■	
<b>Phase II – Branding &amp; Marketing Collateral</b>								
Step 1 – What is Springfield's Value Proposition? External Perceptions Internal Perceptions Message Platform					■	■	■	
Step 2 – What is your brand? Design Concepts Brand Image Guidelines						■	■	
Step 3 – How will you prepare to go to Market? Website Business Cases							■	■

FY 2018





# City Manager's Office

FY 2018

## Economic Development

**Welcome to Springfield OR**

Downtown Springfield is a vibrant area with a mix of historic and modern architecture. We offer world class office spaces and have future site development opportunities ready for businesses.

We are a community built on the values of hard working entrepreneurs and industry leaders. We invest in strategic public-private partnerships and the highest quality infrastructure to support our growth. The greater Eugene-Springfield metropolitan statistical area (MSA) totals more than 220,000 residents (not including Eugene). Our regional workforce thrives with over 27% of the community holding a bachelor's degree or higher. We are the regional home to three universities, one community college and multiple technical colleges and higher education extension campuses.

**The City of Springfield OR**

We are a community built on the values of hard working entrepreneurs and industry leaders. We invest in strategic public-private partnerships and the highest quality infrastructure to support our growth. The greater Eugene-Springfield metropolitan statistical area (MSA) totals more than 220,000 residents (not including Eugene). Our regional workforce thrives with over 27% of the community holding a bachelor's degree or higher. We are the regional home to three universities, one community college and multiple technical colleges and higher education extension campuses.

**Springfield is Great at Supporting Businesses**

- We offer property tax and E-commerce incentives
- We have unparalleled riverfront sites
- We're home to world-class campus-setting employment sites
- Urban renewal opportunities
- Low-cost, high-quality utilities (99/100 Diamond APPA rating)
- Class A office space - from \$1.09 to \$1.50 sq. ft./month
- Median home value - \$215,900 (Source: Zillow)

Contact: Courtney Griesel  
Economic Development Manager  
541.726.3700 | cgriesel@springfield-or.gov

Eugene - Springfield MSA Pop. 220,000

**SPRINGFIELD OREGON**

**RR** Renewable Resource Power Provider

**epic-network**

**2015**

## Business Recruitment

Attachment 6 City Manager's Office Presentation





# City Manager's Office

FY 2018

## Economic Development



## Business Retention & Expansion



# City Manager's Office

FY 2018

## Questions?

**Department Account Summary**  
**FY18 Operating Expenditures - Total All Funds by Account**  
**City Manager's Office**  
*(Excludes SEDA)*

Favorable ● 5%  
● 0%  
Unfavorable ● -5%  
● -25%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended		% FY18 Change Amended	
510000 Salaries	656,252	720,433	675,714	651,180	599,187	●	4%	●	11%
560000 Fringe Benefits	60,187	64,129	53,065	50,870	52,507	●	4%	●	1%
560001 Medical/Dental Insurance	146,770	137,867	158,784	150,845	140,017	●	5%	●	12%
560003 PERS/OPSRP	102,504	116,488	104,214	99,783	109,384	●	4%	●	-5%
560005 Workers Compensation	-	-	-	-	532	●	100%	●	-100%
560050 VEBA	-	22,464	-	-	-	●	100%	●	100%
564001 Car allowance	7,280	7,300	7,248	6,953	4,800	●			
564005 Cell phone allowance	3,297	3,211	2,916	2,856	3,460	●	2%	●	-19%
<b>Personnel Services</b>	<b>976,290</b>	<b>1,071,891</b>	<b>1,001,941</b>	<b>962,487</b>	<b>909,887</b>	●	<b>5%</b>	●	<b>9%</b>
611008 Contractual Services	72,489	10,673	24,400	24,400	24,500	●	0%	●	0%
632001 Telephone, Cellular, Pager	823	1,125	897	852	897	●	5%	●	0%
632005 Computer Equipment	1,368	2,638	3,576	3,651	1,500	●	-2%	●	58%
633001 Advertising	1,868	3,025	3,000	2,850	3,000	●	5%	●	0%
635001 Travel & Meeting Expenses	22,344	30,715	23,100	22,195	23,100	●	4%	●	0%
635005 Council Reimbursement	10,542	11,487	12,000	11,400	12,000	●	5%	●	0%
635006 Community Events	1,381	2,012	2,000	2,100	2,000	●	-5%	●	0%
636009 Government ethics Comm charges	619	634	670	670	670	●	0%	●	0%
642002 Utilities	-	48	-	-	3,384	●	100%	●	-100%
643003 SUB Water	101	110	90	95	-	●	-5%	●	100%
643004 SUB Sewer & Drainage	191	205	170	179	-	●	-5%	●	100%
643007 SUB Electricity	3,786	3,801	2,500	2,625	-	●	-5%	●	100%
644002 Memberships, Books, Subscrips	3,978	5,089	4,903	4,658	4,903	●	5%	●	0%
645002 Postage & Shipping Charges	337	608	400	380	400	●	5%	●	0%
645003 Office & Computer Supplies	25	25	-	0	-	●	-100%	●	100%
647009 Program Expense	27,955	53,309	34,000	34,047	79,000	●	0%	●	-132%
650035 League Of Oregon Cities	38,722	39,145	39,145	40,206	41,422	●	-3%	●	-6%
650036 Intergvt Human Srvcs	157,659	157,659	157,600	132,600	135,252	●	16%	●	14%
650040 Mayor'S Promo Items	319	-	200	210	200	●	-5%	●	0%
650043 L-Cog	23,473	23,936	23,936	23,936	24,056	●	0%	●	-1%
650046 Chamber Of Commerce	35,000	40,000	40,000	40,000	40,000	●	0%	●	0%
650048 Hist Dist Signage	-	-	750	750	750	●	0%	●	0%
650050 Room Tax Collect	5,374	5,404	6,000	5,700	6,000	●	5%	●	0%
650058 Air Pollution-Lrapa	21,224	-	43,760	45,948	24,610	●	-5%	●	44%
650098 Team Springfield	8,591	14,425	20,000	20,000	20,000	●	0%	●	0%
650099 Springfield Museum	45,000	45,000	45,000	45,000	45,000	●	0%	●	0%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended	% FY18 Change Amended
650100 Catholic Community Services	14,593	-	-	-	-	● 100%	● 100%
650107 Olympic Trials	-	-	75,000	75,000	-	● 0%	● 100%
650121 Mohawk Open Banners	-	-	730	-	730	● 100%	● 0%
650125 Sustainable Cities	3,200	-	-	-	-	● 100%	● 100%
650126 EPA Brownfield Cons Grant Exp	219	-	-	-	-	● 100%	● 100%
650130 Greater Eugene	-	50,000	50,000	50,000	50,000	● 0%	● 0%
650141 Veterans & War Memorial	-	-	-	52,405	-	● -100%	● 100%
650143 Buckley House Sobering Service	-	-	-	25,000	25,000	● -100%	● -100%
651040 Community Relations Prgrm Exp	6,576	12,801	25,000	25,000	25,000	● 0%	● 0%
651055 Emergency Housing Program	7,721	-	-	-	-	● 100%	● 100%
660004 Equipment Maintenance	211	219	300	285	300	● 5%	● 0%
660016 Vehicle Maintenance	-	260	-	-	-	● 100%	● 100%
671002 City Ee Recognition	-	930	4,900	4,655	4,900	● 5%	● 0%
671006 Employee Development	2,166	268	2,400	2,400	2,400	● 0%	● 0%
<b>Material &amp; Service</b>	<b>517,854</b>	<b>515,549</b>	<b>646,427</b>	<b>699,196</b>	<b>600,974</b>	<b>● 14%</b>	<b>● 7%</b>
680001 Internal Insurance Chgs	9,748	9,434	6,132	6,132	6,125	● 0%	● 0%
680005 Int Computer Equip Chgs	1,032	1,032	1,032	1,032	1,032	● 0%	● 0%
680007 Internal Bldg Maint Chgs	1,217	1,262	-	-	-	● 100%	● 100%
680011 Internal Veh & Equip Rent	756	756	756	756	756	● 0%	● 0%
680014 Internal Employee Benefit Chg	7,760	7,760	6,396	6,396	6,000	● 0%	● 6%
680018 Internal MS Enterprise Agreemt	2,124	2,520	4,704	4,704	6,216	● 0%	● -32%
680027 Internal Workers Comp Chrgs	-	-	4,740	4,740	3,516	● 0%	● 26%
680030 Int Bldng Preservation Chrgs	4,816	4,816	4,824	4,824	4,182	● 0%	● 13%
<b>Internal Charges</b>	<b>27,453</b>	<b>27,580</b>	<b>28,584</b>	<b>28,584</b>	<b>27,827</b>	<b>● 3%</b>	<b>● 3%</b>
<b>Total Operating Expenditures All Funds</b>	<b>\$ 1,521,598</b>	<b>\$ 1,615,020</b>	<b>\$ 1,676,952</b>	<b>\$ 1,690,266</b>	<b>\$ 1,538,687</b>	<b>● 9%</b>	<b>● 8%</b>

**DEPARTMENT BUDGET MEMO****City of Springfield, Oregon**

**To:** Budget Committee; Gino  
**From:** Rob Everett, Library Director  
**Date:** March 3, 2017  
**Department:** Library

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
<b>Revenue by Category</b>				
Licenses, Permits & Fees	N/A	N/A	N/A	(38,500)
Intergovernmental	N/A	N/A	N/A	(7,080)
Charges For Service	N/A	N/A	N/A	(63,477)
Fines And Forfeitures	N/A	N/A	N/A	(25,000)
Miscellaneous Receipts	N/A	N/A	N/A	(8,500)
<b>Total Budgeted Revenue</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ (142,557)</b>
<b>Expenditures by Category</b>				
Personnel Services	1,248,185	1,275,442	1,359,451	1,337,261
Materials & Services	240,128	296,521	354,497	325,503
Capital Outlay	129,624	138,200	156,683	122,300
<b>Total Budgeted Expenditures</b>	<b>\$ 1,617,938</b>	<b>\$ 1,710,163</b>	<b>\$ 1,870,631</b>	<b>\$ 1,785,063</b>
<b>Full-Time Budgeted Employees</b>	<b>13.10</b>	<b>13.50</b>	<b>13.50</b>	<b>14.13</b>

**Department Budget Summary:**

In FY18 the Library will be on a path to continue supporting several multi-year service enhancement projects begun in FY17. We now have a full year of self-check circulation data to tell us that our projections were correct in that a major portion of circulation activity could be borne by this system. We are seeing a ratio of 3 self-check transactions to every 1 staff mediated transaction. This anticipated change in how we staff our circulation/reference service point allowed us to increase our open hours based solely on the increased efficiency of our operation with no request for additional staffing. Over the past 8 years the library has increased its open hours by 10 hours per week going from 42 hours to 52 hours per week at the same time we reduced our management team by 1 FTE. As approved in last year's budget we are in the midst of replacing and upgrading our public computing / internet service; completing the first year of a grant allowing all Springfield public school students access to a library card; and, again utilizing gift and grant funding, rebuilding our adult and youth book collections and adding to our digital services. In addition we are continuing the important work begun in Phase I of the Library Needs Assessment / Programmatic Facility Design project by developing a conceptual design for a potential new library.

Our FY18 budget will reflect our desire to sustain our momentum in creating positive change for Springfield library patrons both current and future. Fortunately, we are able to rely on our resurgent library fund-raising groups (Friends & Foundation) to provide a significant portion of this support while seeking City support for completing the future library design study. As you review our 11 library programs you will see that other than personnel and contractual services cost increases (driven primarily by outside forces) that we have attempted to keep our general fund spending flat. One exception would be the funding increase in Development & Marketing earmarked to pay for the second phase of our Library Needs Assessment / Programmatic Facility Design project. Phase one of this project was supported by private donations and Library budget savings in other areas. In some areas we have reduced spending in order to help meet those fiscal obligations that we cannot directly control.

### **Accomplishments FY2016-2017:**

- Implementation of Library Self-Checkout Stations – After a full year in operation, we show a 3:1 ratio of patron-initiated checkouts to staff-assisted ones. We have also instituted patron pick-up of held items, further increasing our service point efficiency.
- Increase in Library open hours – Due to the success of the self-checkout project and the integration of two library service points into one, we achieved enough staffing efficiency to allow for two additional open hours without requesting additional personnel funding. In response to patron requests, we are now open until 6pm on Fridays and Saturdays.
- Replace and improve the Library's public computing (computers & internet access) capacity
  - This project worked cross-departmentally with planning beginning in Spring of 2016. While staying within the original budget allocation, the scope of the project broadened to include a training lab for all city staff and an improvement in efficiency. By contracting with VM Ware, virtual management software, the library saved money on the cost per computer while improving our ability to provide timely upgrades. This will result in a much improved, patron and staff, user experience.
- Completion of Library Needs Assessment – We completed both an internal and external review of library facilities, programs, and services utilizing an architecture and design firm (FFA Architecture and Interiors) and a professional library services consultant (Penny Hummel Consulting). Following delivery of the Library Needs Assessment report to City Council, the Council directed moving on to Phase Two of the project in FY18 which will include a programmatic facility design and a report on possible funding strategies for building a new library facility.
- Secured federal grant funding to support issuing library cards to all out-of-city Springfield Public Schools students and their families. To date, we have signed up 900 new library cardholders, both students and their family members, due to this program.
- Raised \$109,350 in private gifts and grants to support library services in 2016-17.
- Increased participation in our Library Summer Reading programs for the third straight year – over 2,500 participants.
- Began addressing significant gaps in both print and digital collections – primarily through grants and gifts - \$30,000 in additional funding this fiscal year.
- Successful recruitment of two library professionals: a cataloguing librarian and library technical specialist. Each of these positions performs essential library functions in addition to assignments at public service desks. Our new cataloger is providing accurate records of library materials and also in charge of ordering DVDs and audiobooks for adults. Our technical specialist manages our SIRSI library applications which include working with seven county libraries under our intergovernmental agreement. He also works with City IT to facilitate library projects involving library computers and network connections.

### **Significant Changes:**

- Complete Library Needs Assessment / Programmatic Facility Design project, Phase Two, which will provide critical information on specific design and service features in a 56,000 sq. ft. facility with an accompanying cost estimate to facilitate community discussion and council deliberations.
- Develop funding strategies to support building a new library
  - Based upon the design, service, and cost information derived from phase two of the library assessment project we will contract with a firm to conduct a statistically valid community survey indicating the level of interest in funding and building a new library facility.
  - We will incorporate the Library Advisory Board, Friends, and Foundation as well as any other interested community member or group in exploring different funding options for a library project.
  - Staff will collect information on the availability of grant opportunities in support of a library building project.
- Create Library Strategic Plan
  - The library has already identified and vetted a consultant for work on the Library's strategic plan. The process will engage community stakeholders and staff in developing a five year plan for



- library services. The vision developed will prepare the library to share helpful input as the City works jointly with the Council to develop new City Council Goals in FY18.
- Secure 2<sup>nd</sup> year of LSTA For Every Student, A Library grant
    - An application for a second year renewal of this service will be submitted in April 2017. All money for the LSTA grants comes from the Institute of Museum and Library Services which is a federal agency.
  - Institute remote book return service in east Springfield
    - In an effort to increase our presence across the City, in addition to the outreach we provide at schools and community gatherings, we plan to install two remote book returns at Willamalane facilities: Splash! Wave pool and the Bob Keefer Center for Sports and Recreation.
  - Secure additional funding to improve library collections and digital services
    - The library will continue to seek additional, outside funding to build a strong, relevant collection, both in print and online for the Springfield community.
    - In FY16 & FY17, the library received \$30,000 in funding from donations and grants to supplement the collections budgets.

### **Three Year Considerations FY2019-2021:**

The three year period beginning with FY2019 will see the implementation of multiple initiatives begun in FY2016-2018, including the application of the Library Strategic Plan, with a comprehensive technology plan, over a period of up to 5 years; the establishment of a funding mechanism for a new library facility and the completion of the design portion of that project. Building completion and opening may, or may not, occur within that window. We will have completed improving our technology platform early in this time period including the installation of a portable device work counter along the south wall of the current library reading room. Wherever the physical library is located we will continue to improve and innovate using our web-based information services and seek to extend some level of service to the farthest Springfield neighborhoods beginning with the establishment of book return stations in east Springfield. We will also continue to develop our partnerships with Willamalane and Springfield Public Schools for more robust programming for all ages and more technology-based programs supporting school curriculum.

## People, Place, Platform



## Budget Overview

A look at the numbers

Proposed FY18 Budget

**\$1,785,063**

FY17 Grants & Gifts

**\$109,000**





## People



**Program:** Latino Outreach  
**FY18 Proposed:** \$32,512



**Program:**  
Library Volunteer  
Program  
**FY18 Proposed:**  
\$26,601

## People





## People

*parents, teens, students, job seekers, entrepreneurs, immigrants, retirees*

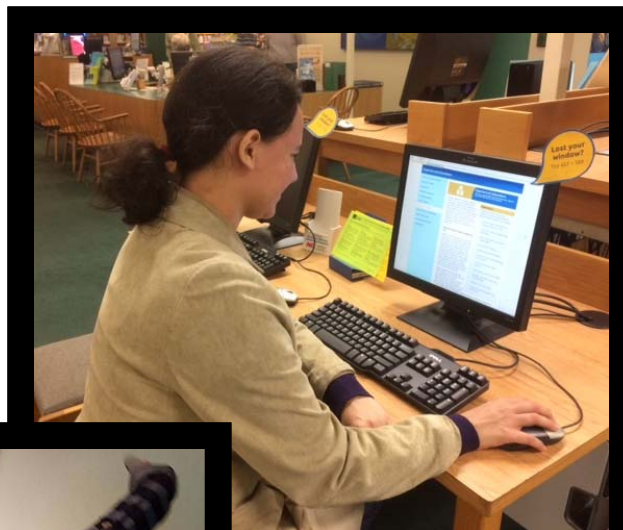


## LSTA Grant

## People

Registered  
cardholders:

31,000





## Place



Fosters an inclusive environment that promotes mutual respect, cultivates tolerance, celebrates cultural diversity and offers equal accessibility that minimizes differences and encourages a sense of community.



## Place

*A connection, an economic anchor, community identity, a safe & trusted space*



**Patron visits:**  
**162,000**

**Program:**  
Borrower Services  
**FY18 Proposed:**  
\$342,486

**25% increase in adult  
program attendance**

**Program: Adult Programs**  
**FY18 Proposed: \$55,637**

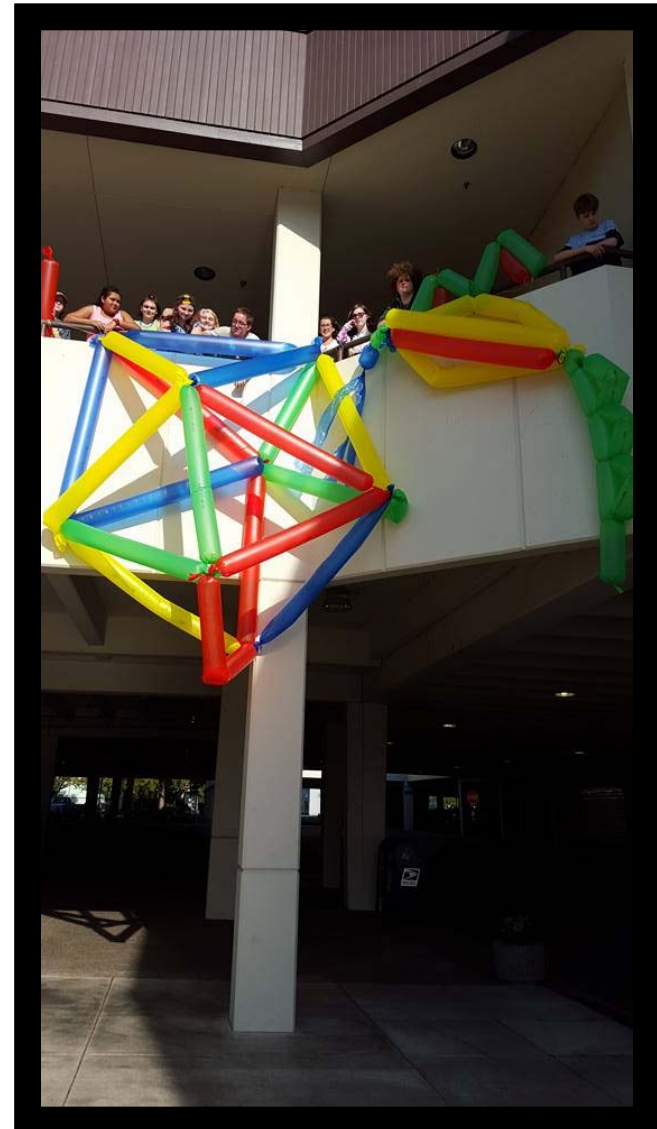


## Place

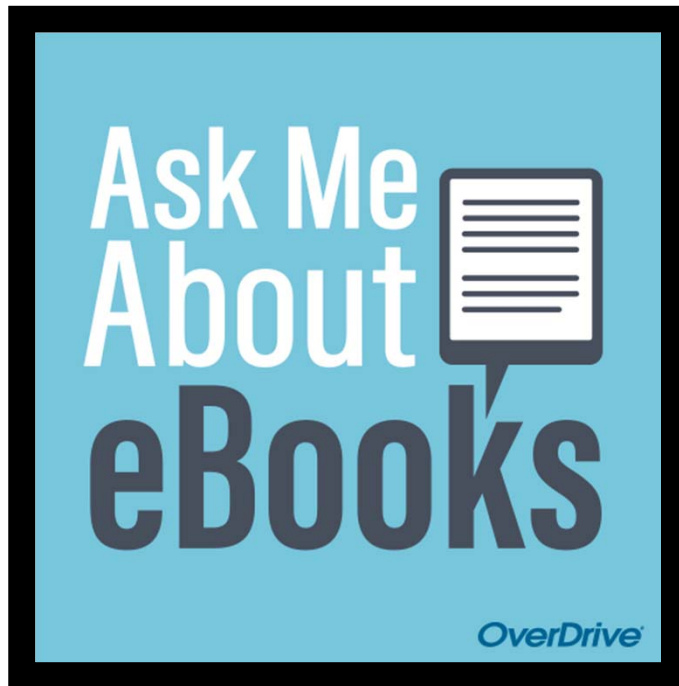
Over 26,500 kids, teens & families in attendance



**Program:** Youth & Family Programs  
**FY18 Proposed:** \$106,513



## Platform



**Program:** Reference &  
Reader's Advisory Services  
**FY18 Proposed:** \$284,586

Collaboratively promotes access to a variety of cultural, artistic, historic, educational, and enlightenment opportunities.



**Program:** Collection Development  
**FY18 Proposed:** \$379,208



## Platform

In FY17 -- **\$30,900**  
to replace public computers  
and purchase a new color  
copier & scanner.

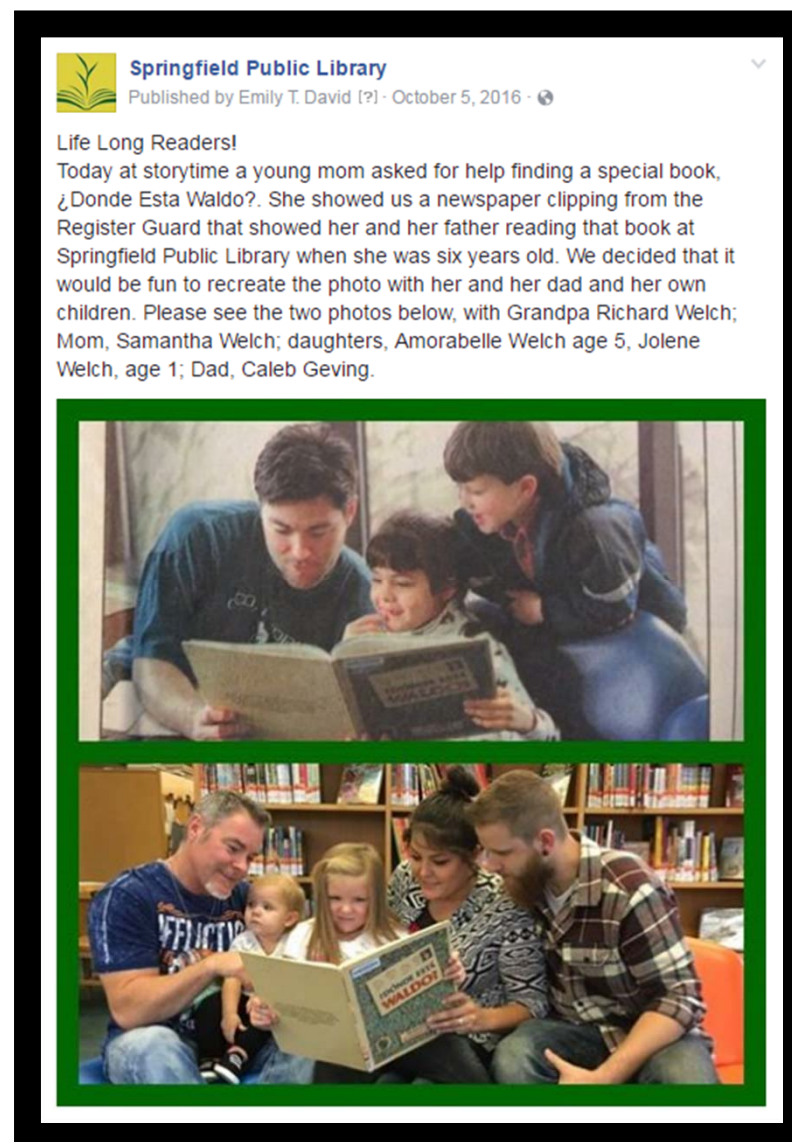


Program: Digital Services  
FY18 Proposed: \$115,521

## Platform



**Program:**  
Library Development & Marketing  
**FY18 Proposed:**  
\$208,669



## Looking to the future

### Library Needs Assessment

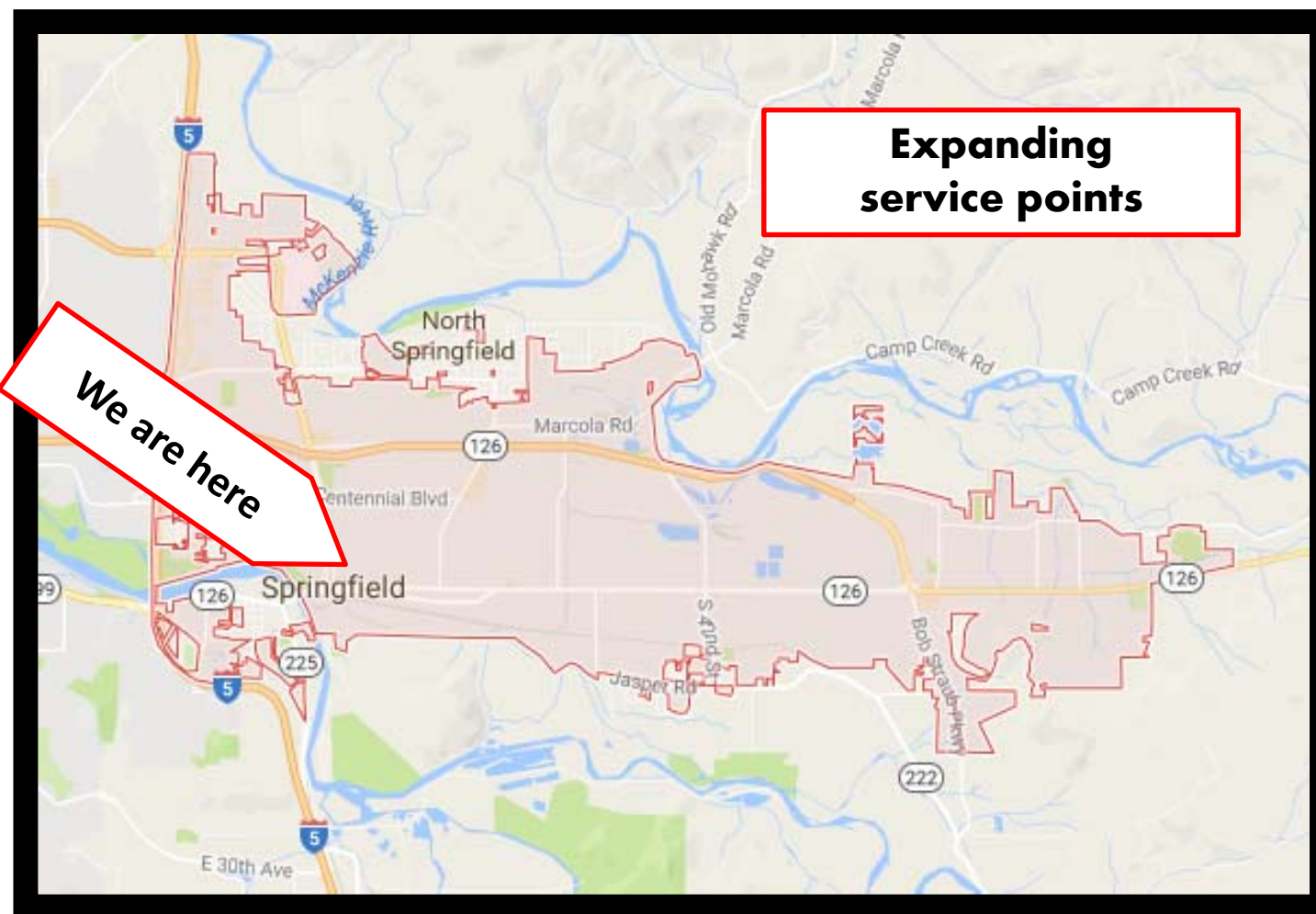
A graphic showing ten stylized hands of various colors (red, blue, green, yellow, orange, purple, pink, cyan) reaching upwards from a yellow background.

**Your Library  
Your Way**

**Help envision the future  
of the Springfield Public Library!**

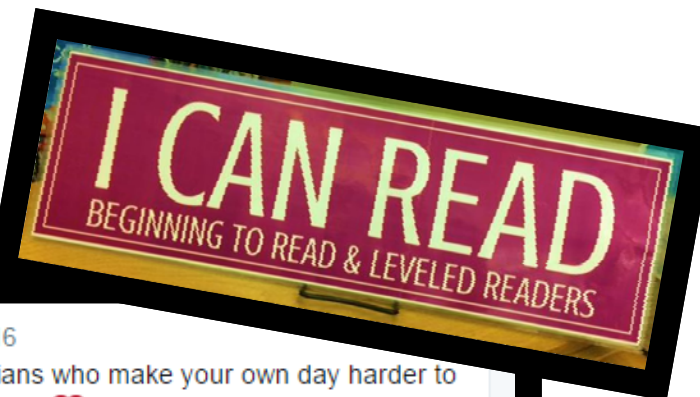
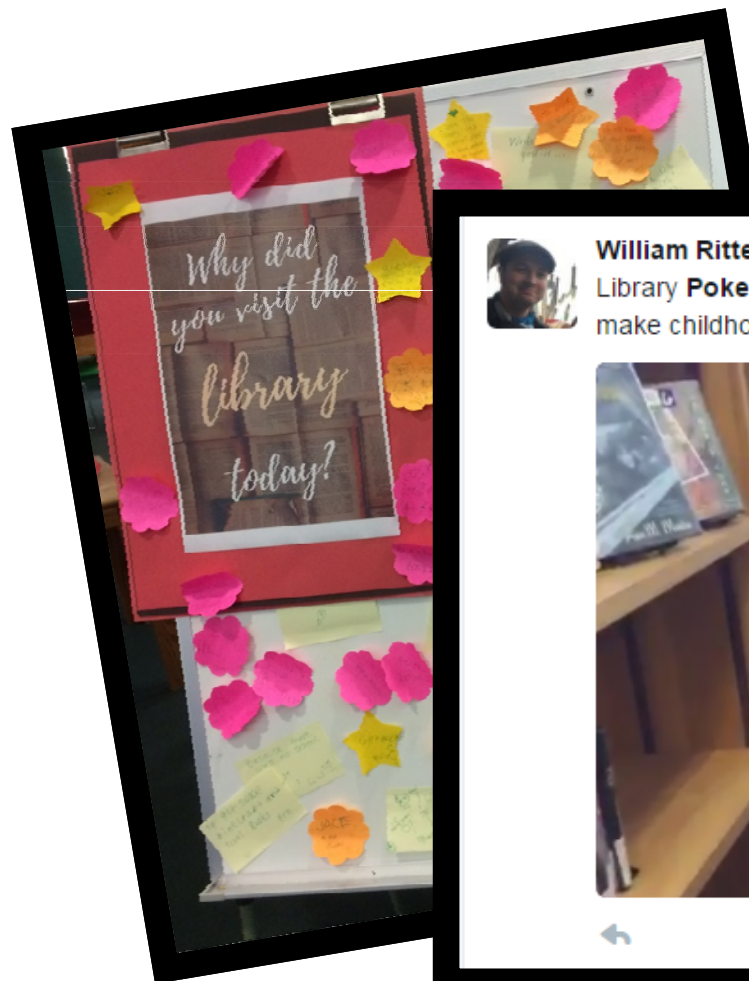
Thursday, October 13, 2016 from 6-8pm or  
Friday, October 14, 2016 from 2-4pm  
Library Meeting Room / All are welcome!

## Looking toward the future





## Our Stories



**William Ritter** @Willothewords · 22 Jul 2016

Library **Pokemon** hunt! Thank you librarians who make your own day harder to make childhood better. @wheremindsgrow ❤️





**Department Account Summary**  
**FY18 Operating Expenditures - Total All Funds by Account**  
**Library**

Favorable ● 5%  
 ● 0%  
 Unfavorable ● -5%  
 ● -25%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended	% FY18 Change Amended
510000 Salaries	812,740	823,827	846,770	844,648	855,676	● 0%	● -1%
510020 Seasonal & Intern Wages	43,159	18,015	34,000	32,300	-	● 5%	● 100%
560000 Fringe Benefits	72,410	72,220	72,385	68,766	69,249	● 5%	● 4%
560001 Medical/Dental Insurance	205,472	242,979	279,672	270,582	271,596	● 3%	● 3%
560003 PERS/OPSRP	114,044	118,039	126,264	119,979	139,990	● 5%	● -11%
560005 Workers Compensation	-	-	-	-	749	● 100%	● -100%
564005 Cell phone allowance	362	363	360	342	-		
<b>Personnel Services</b>	<b>1,248,185</b>	<b>1,275,442</b>	<b>1,359,451</b>	<b>1,336,616</b>	<b>1,337,261</b>	● 0%	● 2%
611008 Contractual Services	62,637	37,077	53,200	56,720	98,736	● -7%	● -86%
632001 Telephone, Cellular, Pager	1,117	1,400	1,175	514	1,175	● 56%	● 0%
632003 Audio Visual Communications	12,060	12,088	10,800	10,800	10,800	● 0%	● 0%
632005 Computer Equipment	201	-	30,900	30,900	2,800	● 0%	● 91%
634003 Duplicating Supplies	1,872	1,694	2,400	2,280	-	● 5%	● 100%
634005 Library Xerox	2,187	3,399	3,010	3,161	4,010	● -5%	● -33%
635001 Travel & Meeting Expenses	1,553	1,523	1,600	1,600	1,600	● 0%	● 0%
636001 Software License Fee	-	250	1,750	1,758	1,750	● 0%	● 0%
641002 Processing Supplies	2,479	1,011	2,700	2,700	7,000	● 0%	● -159%
642002 Utilities	-	-	40,000	40,000	40,000	● 0%	● 0%
643003 SUB Water	1,074	1,018	-	-	-	● 100%	● 100%
643004 SUB Sewer & Drainage	1,764	1,898	-	(0)	-	● -100%	● 100%
643007 SUB Electricity	34,986	35,117	-	0	-	● -100%	● 100%
644001 Periodicals	6,330	3,496	3,500	4,257	3,500	● -22%	● 0%
644002 Memberships, Books, Subscrips	1,680	1,629	1,760	1,760	1,765	● 0%	● 0%
645002 Postage & Shipping Charges	3,929	4,000	4,000	4,000	4,000	● 0%	● 0%
645003 Office & Computer Supplies	9,854	9,404	9,500	9,500	6,900	● 0%	● 27%
645005 Computer Software	209	2,350	5,500	5,500	1,500	● 0%	● 73%
647009 Program Expense	33,588	89,659	101,800	79,800	42,460	● 22%	● 58%
650007 Art Alley Repair	-	-	6,794	-	7,000	● 100%	● -3%
650008 Arts Comm Operations	9,442	8,719	10,851	10,851	7,500	● 0%	● 31%
650113 Art Alley Special Project	-	-	253	-	500	● 100%	● -98%
650133 Child Srvc Imprv Grant 14-15	-	1,514	-	-	-	● 100%	● 100%
650134 Child Srvc Imprv Grant	-	5,522	-	8,766	7,080	● -100%	● -100%
650135 Gray Hoffman Grant Exp	-	1,768	-	1,507	3,001	● -100%	● -100%
650136 Cressey Grant	-	5,000	-	6,500	6,500	● -100%	● -100%
650137 LCCC Grant	-	1,550	-	1,150	-	● -100%	● 100%
650138 ALA Creativity Grant	-	7,500	-	-	-	● 100%	● 100%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended	% FY18 Change Amended
650139 Gray Hoffman Voyagers Gr Exp	-	-	-	11,500	3,500	● -100%	● -100%
650142 OR LSTA Library Proj Grant	-	-	-	27,000	-	● -100%	● 100%
660004 Equipment Maintenance	309	266	400	400	-	● 0%	● 100%
660005 Audio Visual Maintenance	-	-	300	300	-	● 0%	● 100%
671006 Employee Development	54	1,290	900	900	900	● 0%	● 0%
<b>Material &amp; Service</b>	<b>187,324</b>	<b>240,141</b>	<b>293,093</b>	<b>324,124</b>	<b>263,977</b>	● <b>19%</b>	● <b>10%</b>
680001 Internal Insurance Chgs	25,108	26,020	21,984	21,984	22,414	● 0%	● -2%
680005 Int Computer Equip Chgs	3,000	3,000	3,000	3,000	5,800	● 0%	● -93%
680014 Internal Employee Benefit Chg	12,610	14,550	11,196	11,196	11,304	● 0%	● -1%
680018 Internal MS Enterprise Agreemt	4,260	3,780	8,508	8,508	6,864	● 0%	● 19%
680027 Internal Workers Comp Chrgs	-	-	8,292	8,292	6,636	● 0%	● 20%
680030 Int Bldng Preservation Chrgs	7,826	9,030	8,424	8,424	8,508	● 0%	● -1%
<b>Internal Charges</b>	<b>52,804</b>	<b>56,380</b>	<b>61,404</b>	<b>61,404</b>	<b>61,526</b>	● <b>0%</b>	● <b>0%</b>
751001 Computer Equipment	7,608	3,688	8,000	8,000	8,000	● 0%	● 0%
781001 Adult Books	48,384	63,467	66,903	65,326	54,700	● 2%	● 18%
781002 Reference Books	5,597	8,878	11,381	12,958	8,100	● -14%	● 29%
781003 Children's Books	25,402	29,505	27,911	27,911	24,500	● 0%	● 12%
781004 Young Adult Books	5,984	7,316	7,988	7,988	7,000	● 0%	● 12%
781005 Lib Gift & Mem Books	36,650	25,345	34,500	32,775	20,000	● 5%	● 42%
<b>Capital Outlay</b>	<b>129,624</b>	<b>138,200</b>	<b>156,683</b>	<b>154,958</b>	<b>122,300</b>	● <b>21%</b>	● <b>22%</b>
<b>Total Operating Expenditures All Funds</b>	<b>\$ 1,617,938</b>	<b>\$ 1,710,163</b>	<b>\$ 1,870,631</b>	<b>\$ 1,877,102</b>	<b>\$ 1,785,063</b>	● <b>5%</b>	● <b>5%</b>

**DEPARTMENT BUDGET MEMO****City of Springfield, Oregon****To:** Budget Committee; Gino**From:** Chaim Hertz, Human Resources Director**Date:** March 8, 2017**Department:** Human Resources

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
<b><u>Expenditures by Category</u></b>				
Personnel Services	974,288	841,757	998,989	936,175
Materials & Services	604,857	727,167	548,521	981,615
Capital Outlay	-	-	22,000	-
<b>Total Budgeted Expenditures</b>	<b>\$1,579,146</b>	<b>\$1,568,924</b>	<b>\$1,569,510</b>	<b>\$1,917,790</b>
Full-Time Employees	6.00	6.00	8.00	9.00
FY18 Proposed FTE Reduction				(1.00)
<b>Full-Time Budgeted Employees</b>	<b>6.00</b>	<b>6.00</b>	<b>8.00</b>	<b>8.00</b>

**Department Budget Summary:**

The City of Springfield's HR Department provides support and is a knowledge partner to leadership and city employees in the areas of employee/labor relations, classification and compensation, benefits, recruitment & selection, city-wide training, risk management, leave administration, volunteer coordination and payroll. During the past three fiscal years the department increased in size by 3 FTE's. Two FTE's were added in FY16 to support the Volunteer Program and to expand the support of the Risk programs. The 3rd FTE increase occurred in FY17 when Payroll transferred from the Finance department to HR.

Over the past year the department has worked to enhance the Benefit, Wellness and Risk programs to improve the customer experience and reduce the long-term cost of these programs. For the next fiscal year, the HR department will reduce one FTE from its budget. This will change service levels for some of its programs but will primarily impact the Volunteer Coordination and Recruitment and Selection Programs. As a result the department will focus its efforts on streamlining current processes, decentralizing some functions back to the individual departments, leveraging more self-service options, and by adding automated solutions when possible.

**Accomplishments FY2016-2017:**

- Changed benefit providers for disability and life insurance resulting in financial savings to the City of \$111,240 annually
- Completed construction of the new Wellness Center located within City Hall and finalized a new contract with Cascade Health which will provide greater access to lower-cost healthcare to eligible participants
- Rolled out a Paid Time Off (PTO) plan to non-union employees
- Added a managed dental care option that offered the added benefit of orthodontia coverage at zero additional cost to the City

**Significant Changes:**

- Reduction of 1.0 FTE from the department
- Changes to services provided under Volunteer Coordination and Recruitment and Selection program.

- Implementation of new employment application software program that will enhance the recruitment program and improve the experience for potential applicants
- Evaluate or re-evaluate current processes and establish new baselines for all HR program areas

### **Three Year Considerations FY2019-2021:**

There are a number of opportunities for the Human Resources department to improve on over the next three fiscal years. In particular HR will work towards the development of an overall strategic plan. Parts of the plan would include:

- To continue to explore opportunities to minimize cost increases in the City's benefit costs. This is somewhat complicated by the uncertainty and impact in the event of a repeal and replace of the Affordable Care Act.
- Developing financial analysis tools and systems to better evaluate the effectiveness of the City benefit program
- Complete a full review, update and audit of all HR Administrative Regulations ensuring that the language supports the City's culture and that they are in compliance with State and Federal laws.
- Development of short and long term recruitment strategy for hard to fill positions.
- Review current workflows and optimization opportunities.
- Review of current performance management programs, including performance reviews and succession planning.
- Develop an overall training and development strategy.



# HUMAN RESOURCES

FY 2018

YOU CAN'T SPELL  
HERO WITHOUT

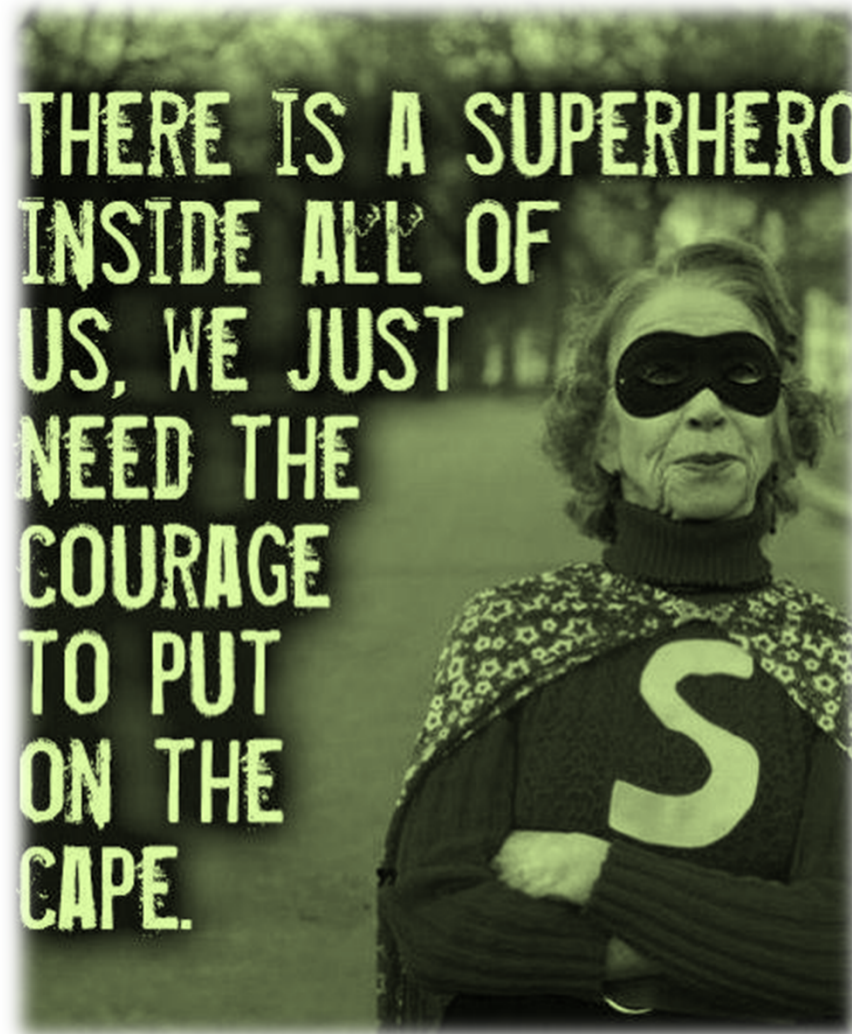




# HUMAN RESOURCES

FY 2018

## REFLECTION





# HUMAN RESOURCES

FY 2018

## Department Budget Summary

The City of Springfield's HR Department provides support and is a knowledge partner to leadership and city employees in the areas of:



- **Employee/labor relations**
- **Classification and compensation**
- **Benefits**
- **Recruitment and selection**
- **City-wide training**
- **Risk management**
- **Leave administration**
- **Volunteer coordination**
- **Payroll**

Over the past year the HR Department has worked to enhance the Benefit, Risk and Wellness programs. For the next fiscal year the department will focus their efforts on improvements to existing programs and development of a longer term strategic plan.



## HR PROGRAMS

- Organizational Development and Talent Management (7050)
- Class and Compensation (7051)
- Employee and Labor Relation (7052)
- Recruitment and Selection (7053)
- Employee Training (7056)
- Benefit Plan and Program Administration (7057)
- Health and Wellness (7058)
- Benefit Leave Administration (7059)
- Risk Administration (7060)
- Safety & Loss Prevention (7061)
- Workers' Compensation Claims (7062)
- Liability & Property Claims Management (7063)
- Volunteer Coordination (7064)
- Payroll Administration (7065)







# HUMAN RESOURCES

FY 2018

## FY17 ACCOMPLISHMENTS



- Changed benefit providers for disability and life insurance resulting in a significant financial savings to the city of \$111,240 annually
- Completed the Wellness Center construction in City Hall
- Rolled out the Paid Time Off plan to non-union employees
- Added a managed care dental plan option that includes the enhanced benefit of orthodontia coverage at no additional cost to the City

# HUMAN RESOURCES

FY 2018

## FY18 INITIATIVES



- Complete review and update of HR Admin Regulations
- Work towards standardization
- Leveraging existing technology solutions to build efficiencies
  - Paperless solutions
  - PeopleSoft applicant tracking program
- Review/Updating the performance review process
- Complete Wellness Center partnership with the Springfield Public Schools
- Implement a program, utilizing the Loss Prevention grant funds to support unfunded City wide workplace safety needs

# HUMAN RESOURCES

FY 2018

## EMPLOYEE AND LABOR RELATIONS (7052)



- Working with our third party partners
  - IAFF = 82 employees (including 3 BC's)
  - SPA = 96 employees
  - SEIU = 102 employees
  - AFSCME = 41 employees
- State and Federal law compliance oversight
- Culture building
- Strategic partnerships



# HUMAN RESOURCES

FY 2018

## EMPLOYEE AND LABOR RELATIONS (7052)

### Significant Changes

- Develop a strategic approach to standardized employment and labor policies/practices
- Leveraging automated solutions
- Explore the feasibility of the HR Business Partner delivery model

### Performance Measures

- Number of different Admin Rules updated/reviewed per year (Target: >10)

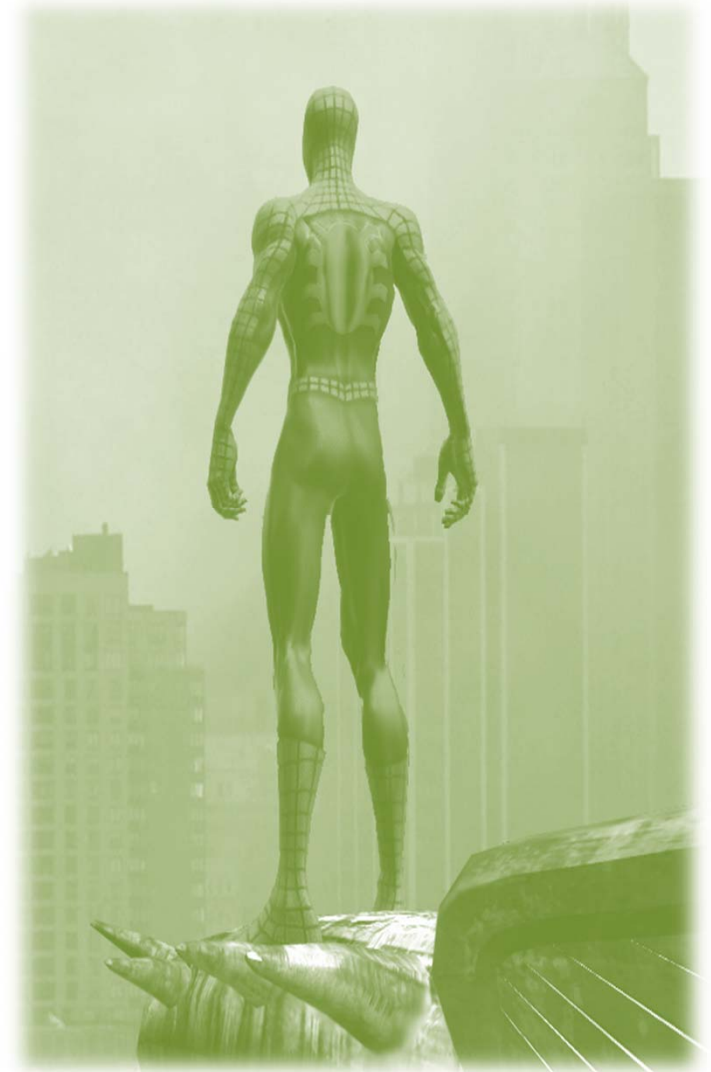
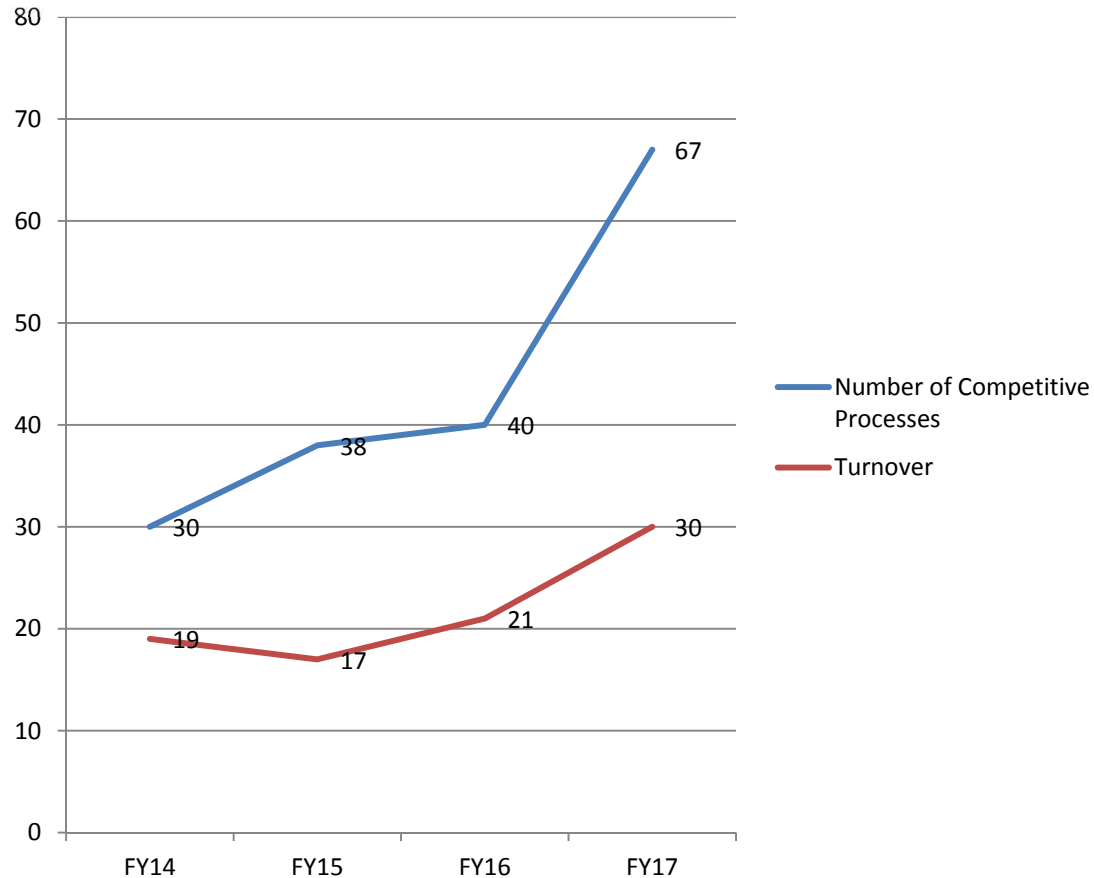




# HUMAN RESOURCES

FY 2018

## RECRUITMENT AND SELECTION (7053)





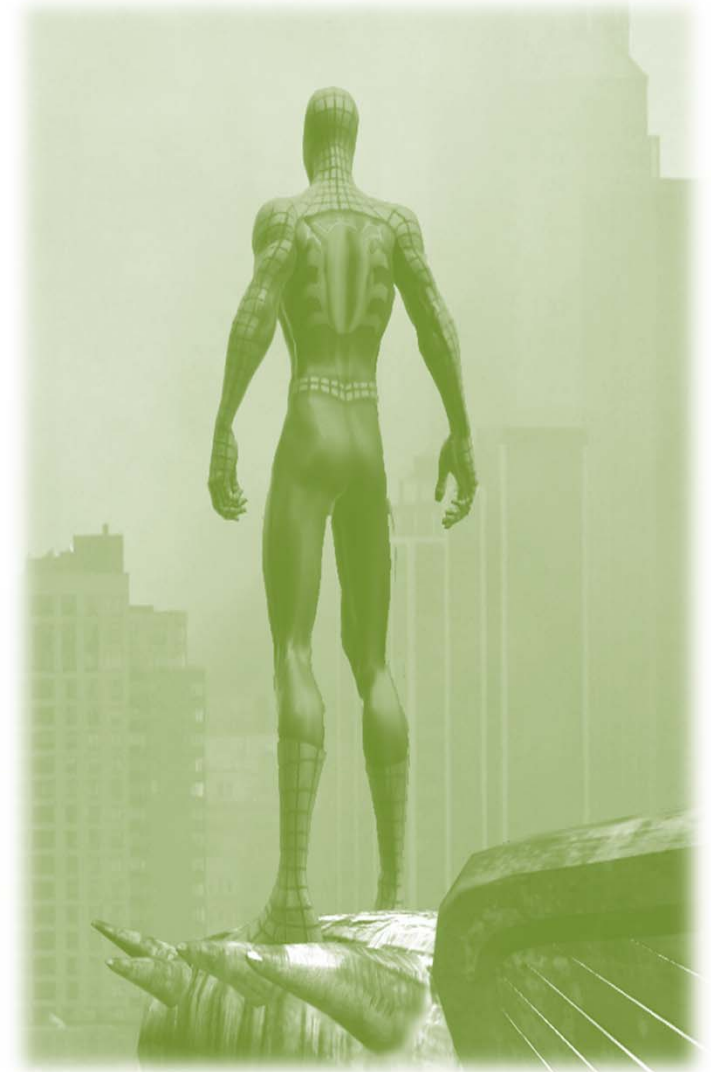
## RECRUITMENT AND SELECTION (7053)

### Significant Changes

- Implement new applicant tracking system
- Forms, flyers and communications from HR will be provided in languages other than English

### Performance Measures

- Number of days from open application to job offer (Target: Reduction in base line)
- % increase in minority applicants applying for open positions (Target: >20%)





## HEALTH AND WELLNESS PROGRAM (5058)



### Performance Measures

Average number of consultation/visits per month to Wellness Center (Target = >214)

### Benefits & Savings

- Outside doctor office visits down 18.3%
  - Saving \$30K a month by utilization of the Wellness Center
  - Preventative visits down 31.3%
- Medical expenses down \$336,514
- Lost work days down 7%

### Future Opportunities

- Use of prescribed medications
- Expansion of chronic condition management services and preventative care
- Finalize partnership with Springfield Public Schools to Wellness Center

# HUMAN RESOURCES

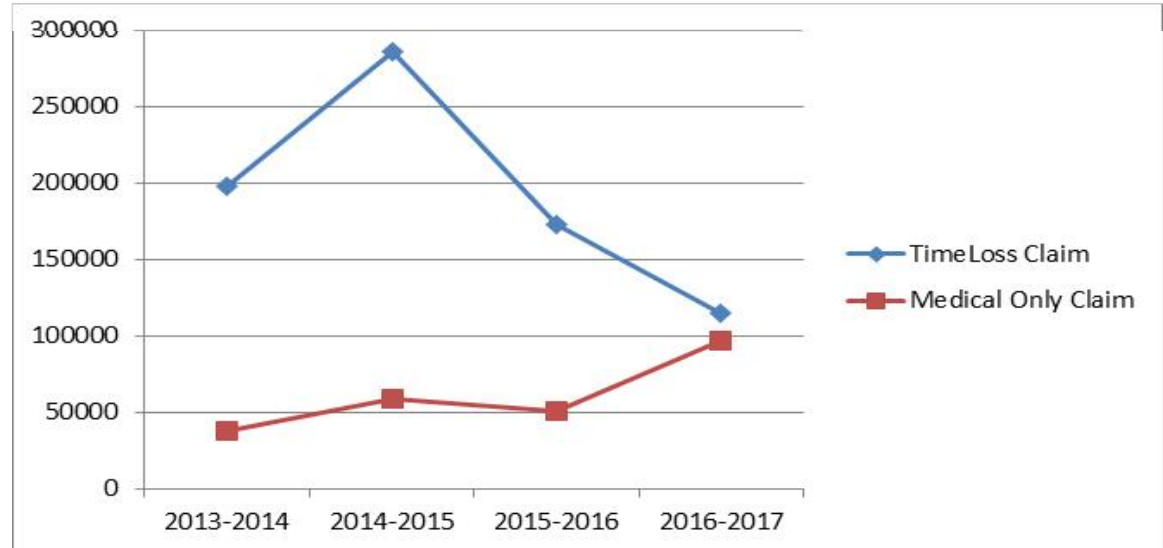
FY 2018

## WORKERS' COMPENSATION CLAIMS (7062)

Stop acting like you're  
a super hero.



You are not invincible.



### EAIP Wage Subsidy

Wage subsidy reimburses the employer for 45 percent of the early return-to-work gross wages for up to 66 work days within a 24-consecutive-month period. We were reimbursed \$264,959 over the last 5 years.

### EAIP Worksite Modification

Worksite modification reimburses the employer for purchases or rental of tools and equipment so the worker can do early return-to-work job duties within the injury-related restrictions. We were reimbursed \$33,826 in worksite modification.

## WORKERS' COMPENSATION CLAIMS (7062)

Stop acting like you're  
a super hero.



You are not invincible.

### Significant Changes

- Development of an overarching strategic plan
  - Focus on reducing cost and workplace injuries
  - Ensuring support of injured workers

### Performance Measures

- Worker's compensation injury rates as compared to similar industries (Target = < 1.0)

## PAYROLL ADMINISTRATION (7065)



- All bi-weekly payrolls posted on time with no payroll errors requiring additional off-cycle checks
- All quarterly and annual tax reporting completed by Federal & State deadlines
- W-2 and 1095-C forms distributed to employees and e-filed by deadline
- Electronic/paperless process project implemented



## PAYROLL ADMINISTRATION (7065)

### Significant Changes

- Reduction of FTE from 1.26 to 1.00. This is not expected to impact service level.
- Implement account code structure
- Development of a total rewards value sheet for each employee

### Performance Measures

- Percent of payroll reporting completed by state/federal deadline(s) (Target = 97%)





## VOLUNTEER COORDINATION (7064)

- Working with the Courts and PD to provide Restorative Justice opportunities for low level offenders to work off their unpaid fines. Goal: Save money and time not having to re-issue warrants or re-arrest.
- Street lighting project. Goal: Prepare 500 street lights for installation. Also grow our business partnerships with Springfield businesses.
- Continue to involve citizen volunteers in the community, building relationships, and creating City support.
- Continue to provide opportunities for minorities and those with disabilities in alignment with Council's goals of inclusion and diversity.



## VOLUNTEER COORDINATION (7064)

### Significant Changes

- Reduction in FTE from .62 to .20 FTE. This will change the type of support provided from HR department.
- Work to expand internship participation with local colleges and universities

### Performance Measures

- Change in volunteer percentage (FY17 dollar added value service = \$760,000) (Target = 10% growth)



# HUMAN RESOURCES

FY 2018

## HR Budget Summary

With unemployment rates down and the number of retirements up, we are pressured to find creative solutions in delivering key services to the City while staying within budget.

Key areas of focus are enhancing programs to retain existing staff, protect existing resources, restructure marketing strategies to recruit top talent while expanding our diversity through leveraging local resources and partnerships.



Stay tuned next  
time when .....

**Department Account Summary**  
**FY18 Operating Expenditures - Total All Funds by Account**  
**Human Resources**

Favorable ● 5%  
● 0%  
Unfavorable ● -5%  
● -25%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended		% FY18 Change Amended	
510000 Salaries	676,359	592,791	660,687	649,694	615,541	●	2%	●	7%
540000 Overtime	147	-	-	-	-	●	100%	●	100%
560000 Fringe Benefits	59,382	48,551	56,990	54,141	50,384	●	5%	●	12%
560001 Medical/Dental Insurance	142,274	110,299	177,732	175,412	158,990	●	1%	●	11%
560003 PERS/OPSRP	89,698	69,094	97,940	93,043	105,616	●	5%	●	-8%
560005 Workers Compensation	-	-	-	-	543	●	100%	●	-100%
560050 VEBA	-	19,130	-	-	-				
564001 Car allowance	3,497	241	3,480	3,480	3,480	●	0%	●	0%
564003 Uniform allowance	759	-	-	-	-	●	100%	●	100%
564005 Cell phone allowance	2,172	1,652	2,160	2,120	1,620	●	2%	●	25%
<b>Personnel Services</b>	<b>974,288</b>	<b>841,757</b>	<b>998,989</b>	<b>977,890</b>	<b>936,175</b>	●	<b>4%</b>	●	<b>6%</b>
611008 Contractual Services	224,795	294,197	141,150	144,408	161,387	●	-2%	●	-14%
611009 Legal Expense	13,731	2,300	50,000	-	50,000	●	100%	●	0%
620003 Equipment Rental	1,312	1,312	2,000	1,900	2,000	●	5%	●	0%
632001 Telephone, Cellular, Pager	727	678	1,546	1,469	1,546	●	5%	●	0%
632005 Computer Equipment	6,049	165	8,000	7,600	-	●	5%	●	100%
634003 Duplicating Supplies	2,955	2,708	5,291	5,026	5,291	●	5%	●	0%
635001 Travel & Meeting Expenses	7,897	6,820	8,000	7,600	8,000	●	5%	●	0%
644002 Memberships, Books, Subscrips	4,335	4,691	6,157	9,009	6,157	●	-46%	●	0%
645002 Postage & Shipping Charges	4,387	4,428	6,510	6,185	6,510	●	5%	●	0%
645003 Office & Computer Supplies	3,507	1,303	2,247	2,162	2,247	●	4%	●	0%
645005 Computer Software	89	-	500	4,432	500	●	-786%	●	0%
647009 Program Expense	5,321	22,659	5,828	6,119	6,425	●	-5%	●	-10%
647012 Claims Expense	125,996	158,401	100,000	95,000	520,000	●	5%	●	-420%
660004 Equipment Maintenance	860	529	1,400	1,330	1,400	●	5%	●	0%
671001 Training Aids	10	-	-	-	-	●	100%	●	100%
671002 City Ee Recognition	529	983	-	-	-	●	100%	●	100%
671006 Employee Development	11,773	6,781	11,200	10,640	11,200	●	5%	●	0%
671010 Employ-At-Injury Program	20,461	26,974	-	(0)	-	●	-100%	●	100%
671011 Health & Wellness	53,355	569	3,000	2,850	3,000	●	5%	●	0%
671013 Wellness Fair	-	10,095	7,000	6,650	7,000	●	5%	●	0%
672001 Unemployment Reimburse	34,380	24,154	70,000	66,500	70,000	●	5%	●	0%
672002 Retiree Medical Premium	8,891	5,196	65,000	65,000	65,000	●	0%	●	0%
672004 HRA Adjustment	-	13,553	-	-	-	●	100%	●	100%
672012 CRP Adjustment	-	73,562	-	-	-	●	100%	●	100%
673001 Recruitment Expense	8,390	3,318	8,200	8,750	8,200	●	-7%	●	0%
<b>Material &amp; Service</b>	<b>539,749</b>	<b>665,377</b>	<b>503,029</b>	<b>452,629</b>	<b>935,863</b>	●	<b>-107%</b>	●	<b>-86%</b>

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended	% FY18 Change Amended
680001 Internal Insurance Chgs	29,907	28,136	6,684	6,684	7,980	0%	-19%
680004 Internal Fac Rent	11,486	11,859	10,776	10,776	10,764	0%	0%
680005 Int Computer Equip Chgs	2,004	2,004	2,004	2,004	2,004	0%	0%
680007 Internal Bldg Maint Chgs	8,415	6,627	8,952	8,952	4,556	0%	49%
680014 Internal Employee Benefit Chg	6,790	6,790	5,592	5,592	7,200	0%	-29%
680018 Internal MS Enterprise Agreemt	2,292	2,160	3,456	3,456	3,600	0%	-4%
680027 Internal Workers Comp Chrgs	-	-	3,804	3,804	4,224	0%	-11%
680030 Int Bldng Preservation Chrgs	4,214	4,214	4,224	4,224	5,424	0%	-28%
<b>Internal Charges</b>	<b>65,108</b>	<b>61,790</b>	<b>45,492</b>	<b>45,492</b>	<b>45,752</b>	-1%	-1%
<b>751009 eRecruit System</b>	-	-	22,000	22,000	-		
<b>Capital Outlay</b>	-	-	<b>22,000</b>	<b>22,000</b>	-	100%	100%
<b>Total Operating Expenditures All Funds</b>	<b>\$ 1,579,146</b>	<b>\$ 1,568,924</b>	<b>\$ 1,569,510</b>	<b>\$ 1,498,011</b>	<b>\$ 1,917,790</b>	-28%	-22%



## DEPARTMENT BUDGET MEMO

City of Springfield, Oregon

**To:** Budget Committee; Gino Grimaldi**From:** Brandt Melick, Information Technology Director**Date:** March 3, 2017**Department:** Information Technology Department

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
<b>Expenditures by Category</b>				
Personnel Services	1,501,086	1,616,490	1,825,507	1,829,214
Materials & Services	758,988	1,057,733	1,121,793	1,197,562
Capital Outlay	10,000	152,744	106,000	-
<b>Total Budgeted Expenditures</b>	<b>\$ 2,270,074</b>	<b>\$ 2,826,966</b>	<b>\$ 3,053,300</b>	<b>\$ 3,026,775</b>

<b>Full-Time Budgeted Employees</b>	<b>10.00</b>	<b>15.00</b>	<b>15.00</b>	<b>14.80</b>
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**Department Budget Summary:**

Steady growth in overall IT budget amounts from FY15 to FY17 results from inflation, filling vacancies, repairing IT infrastructure, and adding resources to meet increased demand for services related to information security and expanded system capacity.

Illustrated above, Personnel Services experienced an increase of approximately \$115,000 (7%) from FY15 to FY16, an increase of approximately \$209,000 (11%) from FY16 Actuals to FY17 (Amended) and an increase of approximately \$3,700 (0.2%) from FY17 (Amended) to FY18 Proposed. These changes are primarily due to filling positions that had been vacant for several years and budgeting for 0.5FTE limited duration position. Vacancies were filled in the last half of FY16 and the 0.5FTE limited duration position of FY17 was deferred. As a result actual numbers across FY16, FY17 and FY18 will demonstrate slightly less change. Please see tables below:

**Table 1: Amended FY17**

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
Personnel Services (PS)	1,501,086	1,616,490	1,825,507	1,829,214
<i>PS Delta (%)</i>		7%	11%	0.2%
<i>PS Delta (\$)</i>		115,404	209,017	3,707

**Table 2: Estimated Actuals FY17**

	FY15 Actuals	FY16 Actuals	FY17 Est. Actuals	FY18 Proposed
Personnel Services (PS)	1,501,086	1,616,490	1,780,507	1,829,214
<i>PS Delta (%)</i>		7%	9%	2.7%
<i>PS Delta (\$)</i>		115,404	164,017	48,707

Fluctuations in Materials and Services (M&S) are primarily due to enterprise system migration and network repairs. Increases between FY15 and FY16 of approximately \$299,000 (28%), resulted from licensing and service rate inflation, as well as maintenance and replacement of enterprise systems such as relational database

management systems for facilities management systems, human resource systems, financial systems, and information security systems. M&S increased from FY16 to FY17 \$64,000 (6%), due to inflation and budget carryovers between years to complete contracts for repairs of network infrastructure. Inflationary increases from raising software costs, vendor rates, and etc. continue into FY18 at an approximate \$76,000 (6%) increase to M&S. Please see table below.

**Table 3: IT Budget Materials & Services**

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
Materials & Services (M&S)	758,988	1,057,733	1,121,793	1,197,562
<i>M&amp;S Delta (%)</i>		28%	6%	6%
<i>M&amp;S Delta (\$)</i>		298,745	64,060	75,769

With FY16-FY18 changes to capital outlay over this three year period reflects replacement of critical infrastructure, network auditing, and repair to implement security controls. By the end of FY17, remaining infrastructure repair and security work will include network segmentation, network host reconfiguration to increase business continuity (recovery from minor incidents), disaster recovery, and replacement of the City's telephone system. Remaining administrative security control efforts include policy development.

IT's Budget has remained flat over the last few years. As a result, development of security related administrative controls (policy and procedures) did not occur during FY18.

**Table 4: IT Budget Overall Expenditures**

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
Total Budgeted Expenditures	2,270,074	2,826,967	3,053,300	3,026,776
<i>Total Delta (%)</i>		20%	7%	-1%
<i>Total Delta (\$)</i>		556,893	226,333	-26,524

To perform this work during FY18 without an additional FTE will require reallocation from lower priority programs to higher priority programs and deferment of several larger projects, discussed below under significant changes.

#### **Accomplishments FY2016-2017:**

- FY17 IT completed significant upgrades to PeopleSoft and related systems to accommodate the new BOARD system; budgeting application implementation and changes to the General Ledger to support priority based budgeting; and expanded use of Key Performance Indicators. The Department is also implementing a new PeopleSoft module for hiring, recruitment, and selection of new employees.
- FY17 IT performed upgrades to the infrastructure management systems and databases, to provide better integration and administration between City systems. The upgrades also help avoid future software costs.
- FY17 IT migrated to Accela Oregon Standard Model (OSM) to shift system "back-office" administration from City to State staff. City staff has been reassigned to enhancing data integration, analysis and reporting.

- FY17 IT upgraded and patched systems such as Zoll, Docuware, PeopleSoft, Infor, Accela, MS SQL Server, etc., implemented additional security controls such as two factor authentication, and performed internal audits to protect and comply with regulation for criminal justice information, ambulance patient information and purchase card information.
- FY17 IT finished upgrades to the physical network infrastructure. Efforts going forward will focus on system maintenance and implementation of tools and procedures to efficiently manage security, performance, and administration for City systems.

### Significant Changes:

The following table illustrates program allocation changes required to develop security related administrative controls (policy and procedures) within current IT staff levels. Please note that FTE counts below were derived from several sources. FY17 Actuals are based on approximately 8 months of actual FTE data and approximately 4 months of estimated FTE data. According to priority based budgeting, IT has reduced effort in lower ranking program areas in order to increased effort in the higher ranking program area, 7079 - Information Security Compliance, the program in which security related policy and procedure development occurs.

**Table 5: IT Budget Program Allocation Changes**

Program	FY17 Actual	FY18 Projection	Delta (%)
7000 Department Administration	1.75	1.4	-25%
7070 Financial Systems	1.58	0.7	-126%
7071 Human Resource Systems	0.93	0.75	-24%
7072 Land Management Systems	0.92	0.92	
7073 Facilities Management Systems	1.92	1.92	
7074 Criminal Justice Systems	1.61	1.61	
7075 Fire and Life Safety Systems	0.53	0.53	
7076 Community Development Systems	1.33	1.33	
7077 Public Library Systems	0.3	0.23	-30%
7078 Shared Systems	3.61	3.61	
7079 Information Security Compliance	0.31	1.8	

- **FY17-18 Public Access Terminals for the Library:** Replacement of old Public Access Terminals with new virtualized systems. New terminals will lead to increased efficiency allowing individuals the ability to check on their accounts, renew titles, and perform self-checkout. Although change occurs in a low ranking program (7077 - Public Library Systems), equipment and software have been ordered and to realize gain from investment, work must proceed. Once installed, on-going support is required to protect City systems from cyber risk associated with patron activity at public access terminals.
- **FY18 Segmentation of the Computer Network:** Network segmentation provides improved information security compliance and increased performance gains. Planning will occur in FY17 Q4 and the solution will be implemented FY18 Q1-Q2. Although no additional funding is needed, considerable effort is anticipated for this project.
- **FY18 Upgrade of PeopleSoft:** Upgrades to PeopleSoft HCM 9.2, Human Resources Administer Workforce. This upgrade is required to remain current with tax calculation upgrades, and to maintain vendor support for required patching. Upgrades to PeopleSoft FMC 9.2, Financials and Supply Chain Management will be deferred to FY19. In order to support other higher ranking programs, such as Information Security Compliance, FTE dedicated to Financial Systems will be reduced from approximately 1.6FTE in FY17 to 0.5 FTE in FY18.

- **FY17-20 New Phone System:** The next large IT infrastructure modernization and repair project is replacing the City's 20 year old phones system. The old system will be replaced with a Voice over IP (VoIP) system. Review and implementation will proceed over the next two years. Depending on core requirements discovered through the planning and analysis phase, some additional resource will most likely be requested. Given needs for IT (network) staff to assist with both security policy development and phone system implementation, and given needs to not increase staff, implementation of the new phone system will be deferred to FY19. As a result, anticipated progress on this project during FY18 will be plan and budget preparation only. Given the age of the existing phone, this deferment creates considerable risk and as a result Staff highly recommends proceeding with this work as soon as economically feasible.

### Three Year Considerations FY2019-2021:

- **FY18 IT Management Analyst:** In FY19 IT will continue to seek approval for 1.0 FTE IT Management Analyst to meet and sustain minimum regulatory compliance obligations, implement required IT policy and procedures, and keep policies up-to-date moving forward. Approved position will also support the move to Information Technology Infrastructure Library (ITIL) standards to improve Department's service delivery models. Please note that policy and procedures are required for regulatory compliance with all major categories of protected information, e.g. Health Insurance Portability and Accountability Act of 1996\ Health Information Technology for Economic and Clinical Health Act (HIPAA\HITECH), Criminal Justice Information Services (CJIS), Personally identifiable information (PII), Payment Card Industry Data Security Standard (PCI DSS), etc. and that regulations and policies change frequently.
- **Information Security and Compliance:** For the foreseeable future, security compliance will continue to be a significant challenge. For example, according to Oracle Equipment Corp., owner of our PeopleSoft products, the number of critical security patches has increased 400% since 2011, and these trends are expected to continue. IT's challenge will be focused on how to balance these system security needs with the needs of IT end users across the organization.
- **Phone System Replacement and Unified Communications:** As part of the phone system replacement project, the City will face Unified communication. Unified communication (UC) is the "integration of real-time enterprise communication services such as instant messaging (chat), presence information, voice (including IP telephony), mobility features (including extension mobility and single number reach), audio, web & video conferencing, fixed-mobile convergence (FMC), desktop sharing, data sharing (including web connected electronic interactive whiteboards), call control, and speech recognition with non-real-time communication services such as unified messaging (integrated voicemail, e-mail, SMS and fax). UC is not necessarily a single product, but a set of products that provides a consistent unified user interface and user experience across multiple devices and media types." (<http://searchunifiedcommunications.techtarget.com/feature/What-UC-is-and-isnt>). UC allows staff and officials to remain connected and manage all communication through a single device (phone, tablet, laptop, PC, etc.) Implementation of the new phone system will be our first step in this direction. As a result of postponing phone system replacement, consideration of UC will be pushed to FY20.
- **Consolidation of Enterprise Resource Planning Systems (ERP):** The City currently licenses multiple ERP systems (PeopleSoft, Infor and Accela). ERP systems are typically designed to support all business functions within an organization, yet the City only licenses a few select modules from each. Even with only a few modules implemented, the back-office administration costs for labor, contractual support and licensing are quite significant. Over the next few years IT will use its program KPIs to monitor the true administration cost of these systems and propose options to consolidate systems, thereby reducing administrative costs. Meaningful progress in this area is dependent upon several support from differed resource requests such as the management analyst discussed above.

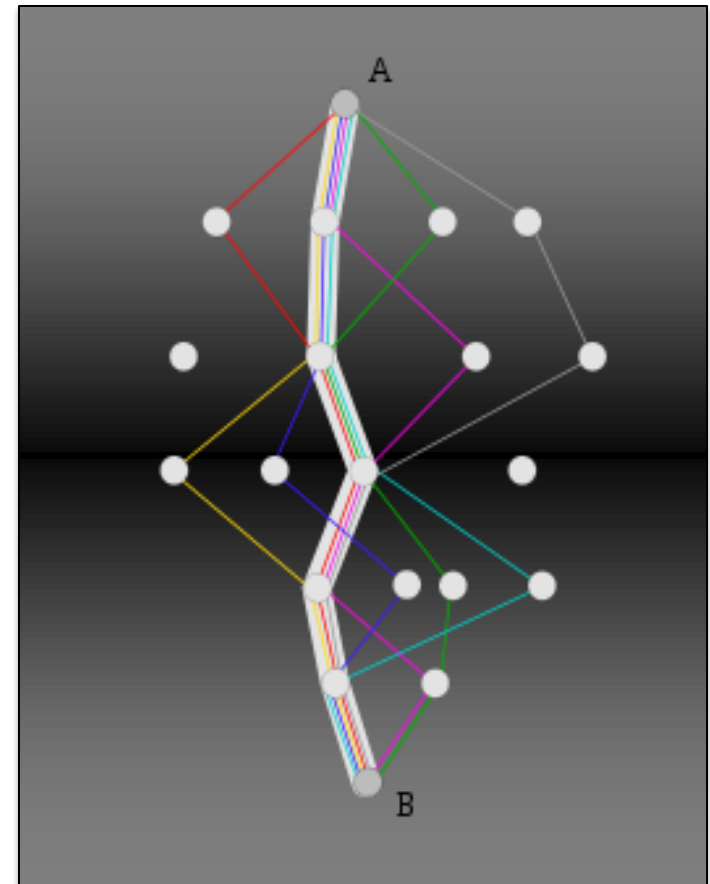
- **Business Intelligence:** Business Intelligence (BI) is a set processes, applications, data, software products, etc. which are used to support the collection, analysis, presentation and dissemination of business information. ([https://en.wikipedia.org/wiki/Business\\_intelligence](https://en.wikipedia.org/wiki/Business_intelligence)) With the recent improvements in network infrastructure, application upgrades and database platform consolidation, the City now has a robust toolkit to merge its various application and data systems for the analysis of historic work and prediction of work trends. IT will explore ways to grow the City's development of business intelligence tools and data structures as requested by the City's business analysts.



## Heuristic Path

In computer science, artificial intelligence, and mathematical optimization, a heuristic is a technique designed for solving a problem more quickly when classic methods are too slow, or for finding an approximate solution when classic methods fail to find any exact solution. This is achieved by trading optimality, completeness, accuracy, or precision for speed. In a way, it can be considered a shortcut.

[https://en.wikipedia.org/wiki/Heuristic\\_\(computer\\_science\)](https://en.wikipedia.org/wiki/Heuristic_(computer_science))



## Who is IT?

*Casey Wilson*

*Chris Sarrett*

*Chris Weinstein*

*Chris Zeitner*

*Dale Dzierzek*

*Dan Haight*

*~~Jessica Crawford~~ (vacant)*

*Kerrie Miller*

*Kim Copeland*

*Mike Engelmann*

*Paula Guthrie-Scott*

*Randy Melancon*

*Will Kenworthy*

*Ying Chen*



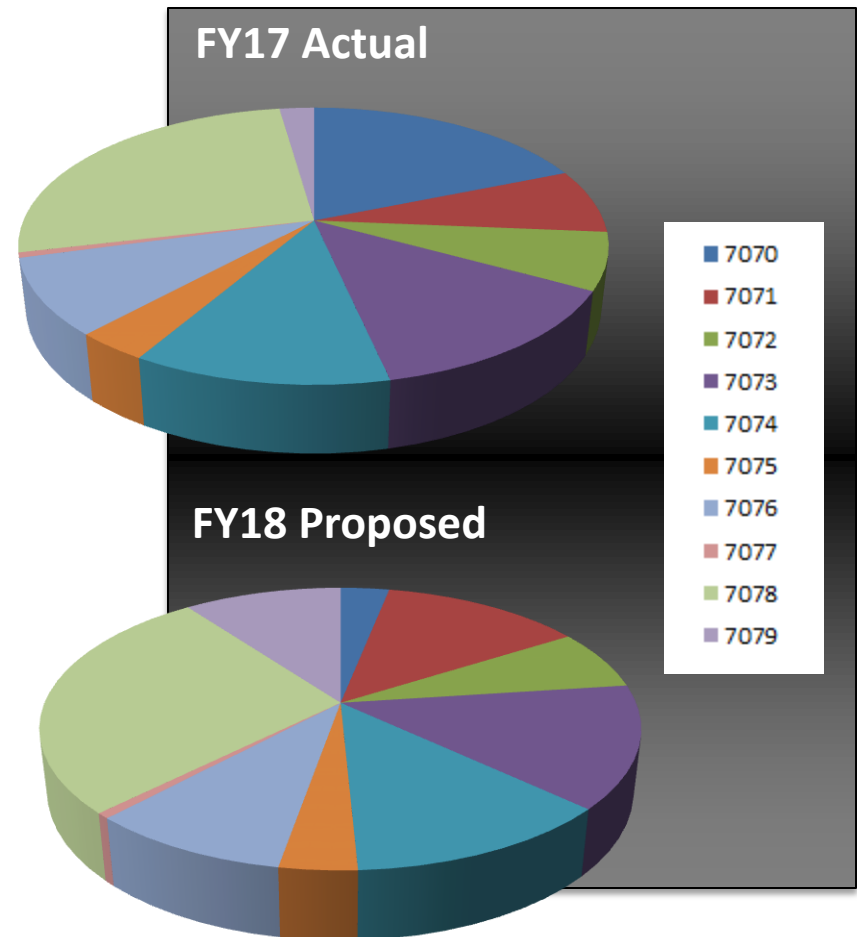
*Brandt Melick*

# Information Technologies

FY 2018

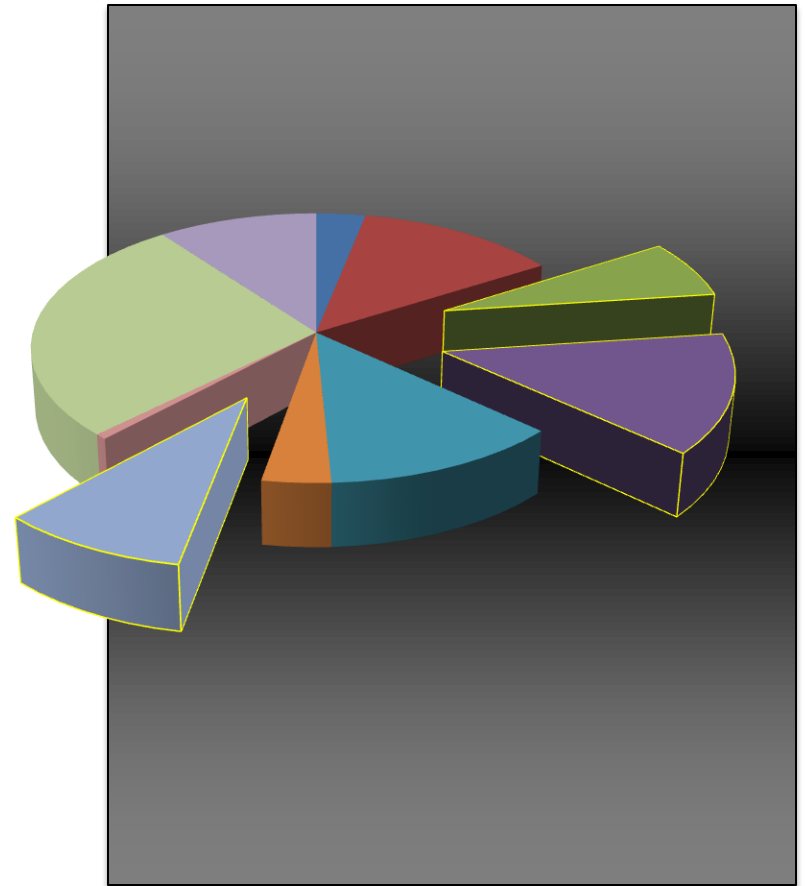
## What is IT?

- 7070 Financial Systems
- 7071 Human Resource Systems
- 7072 Land Management Systems
- 7073 Facilities Management Systems
- 7074 Criminal Justice Systems
- 7075 Fire and Life Safety Systems
- 7076 Community Development Systems
- 7077 Public Library Systems
- 7078 Shared Systems
- 7079 Information Security Compliance
  
- 7000 Department Administration

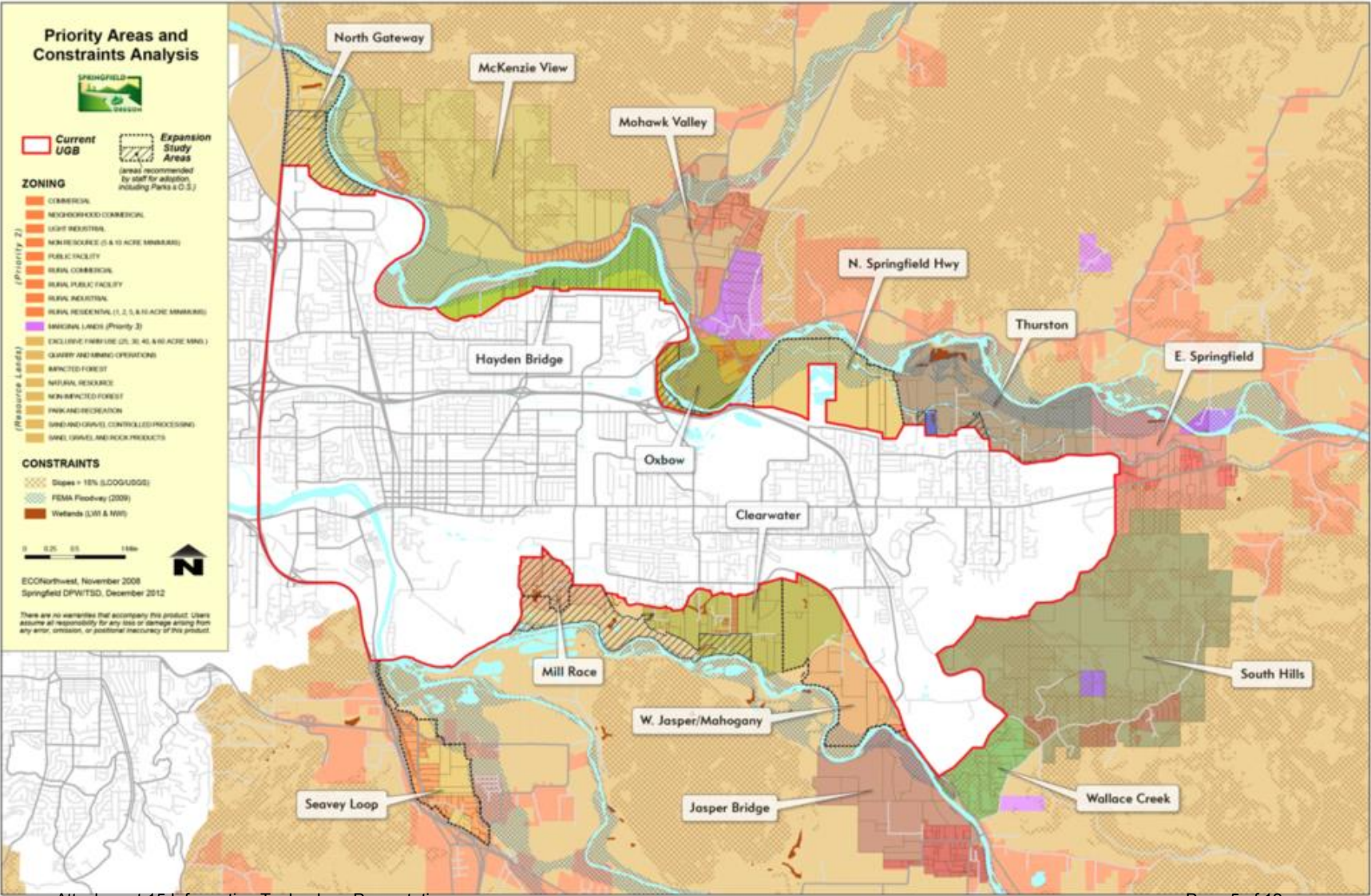


## What we do?

- 7070 Financial Systems
- 7071 Human Resource Systems
- 7072 Land Management Systems**
- 7073 Facilities Management Systems**
- 7074 Criminal Justice Systems
- 7075 Fire and Life Safety Systems
- 7076 Community Development Systems**
- 7077 Public Library Systems
- 7078 Shared Systems
- 7079 Information Security Compliance
  
- 7000 Department Administration



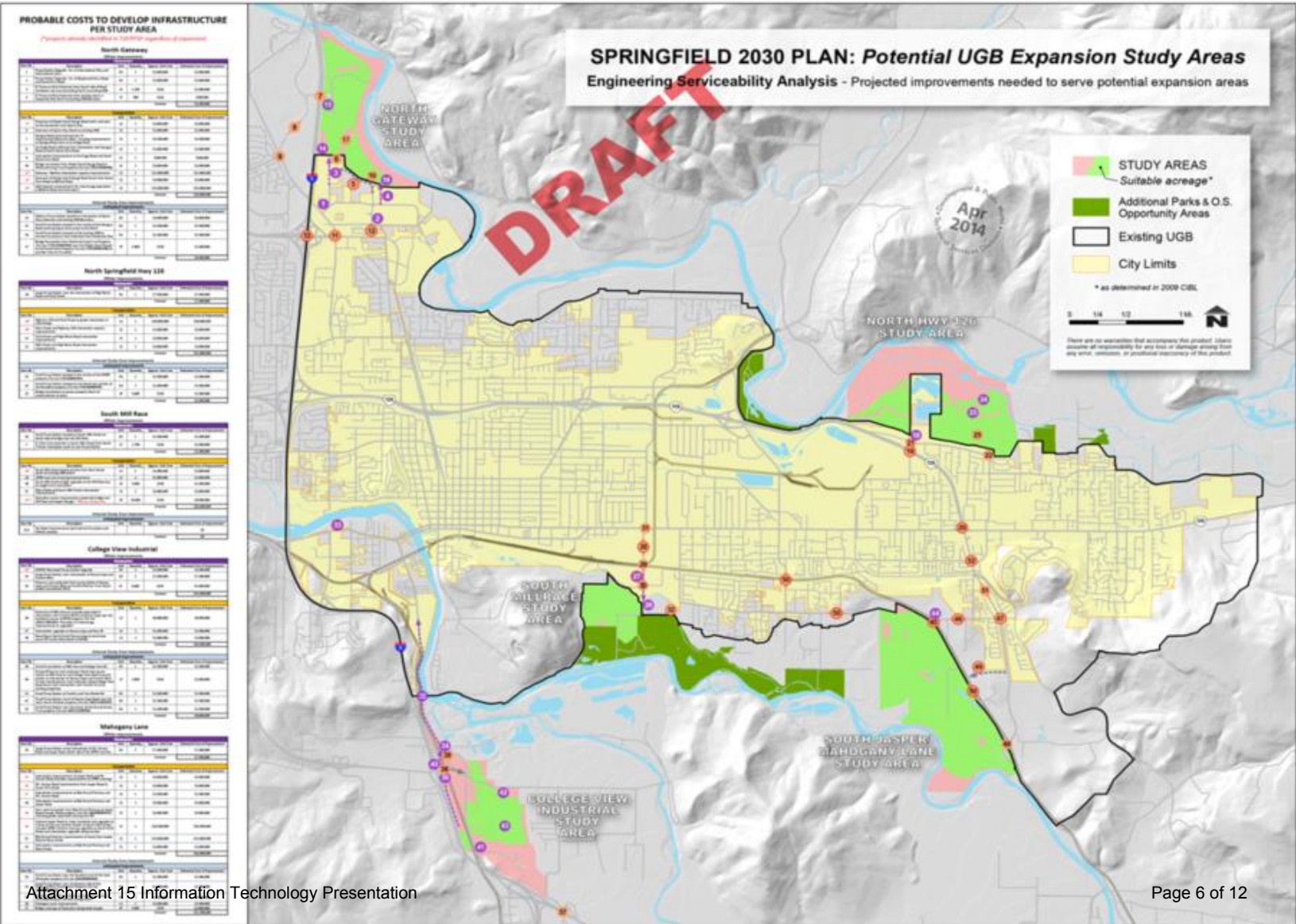








# IT - 7073 Facilities Management Systems FY 2018

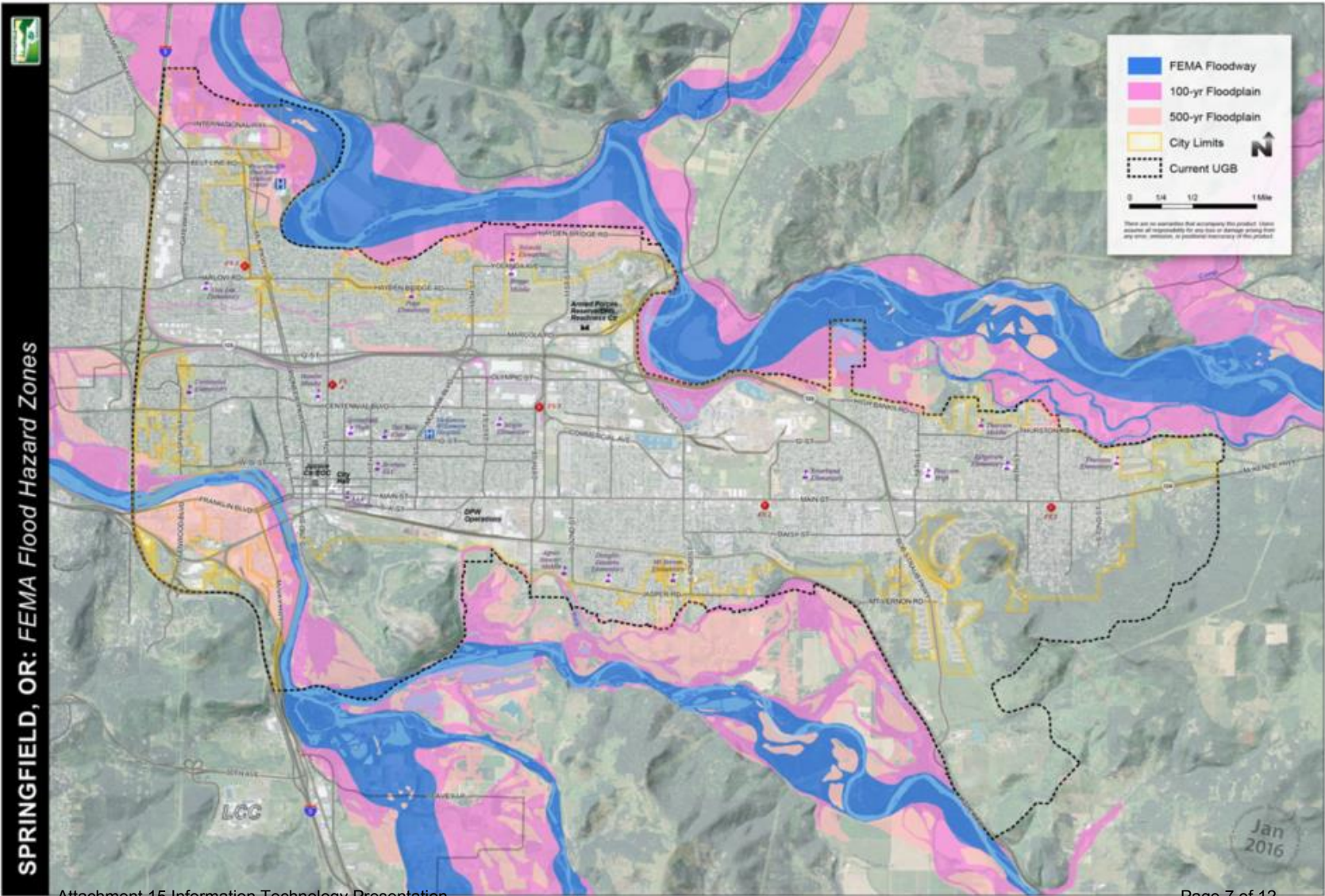






IT - 7076 Community Development Systems

FY 2018





# Information Technologies

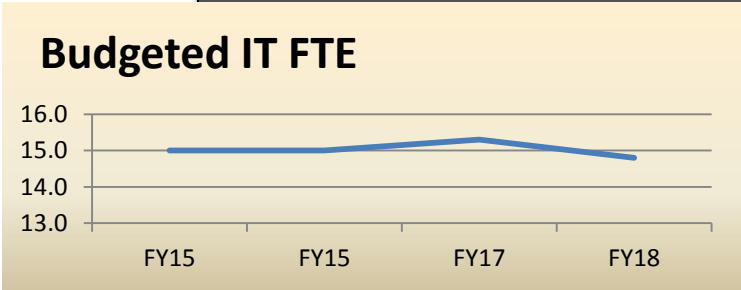
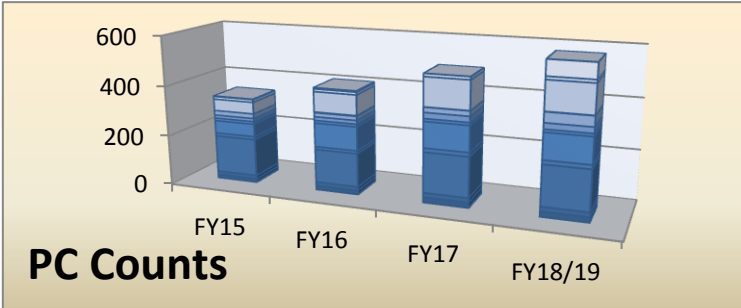
FY 2018

## What we face?

- Local Trends
- Industry Trends
- Council Initiatives
- Regulatory Compliance
- Monetary Constraints

Charting a course to a better future

Addressing future trends





# Information Technologies

FY 2018

Following PBB:

Quartile	Program	FY17 Actual	FY18 Proposed	Delta (%)
4	7000 Department Administration	1.75	1.40	-25%
3	7070 Financial Systems	1.58	0.70	-126%
3	7071 Human Resource Systems	0.93	0.75	-24%
2	7072 Land Management Systems	0.92	0.92	0%
2	7073 Facilities Management Systems	1.92	1.92	0%
1	7074 Criminal Justice Systems	1.61	1.61	0%
1	7075 Fire and Life Safety Systems	0.53	0.53	0%
2	7076 Community Development Systems	1.33	1.33	0%
3	7077 Public Library Systems	0.30	0.23	-30%
2	7078 Shared Systems	3.61	3.61	0%
2	7079 Information Security Compliance	0.31	1.80	83%
	Total FTE	14.80	14.80	



# Information Technologies

FY 2018

	FY15 Actuals	FY16 Actuals	FY17 Amended	FY18 Proposed
Personnel Services (PS)	1,501,086	1,616,490	1,825,507	1,829,214
<i>PS Delta (%)</i>		7%	11%	0.2%
<i>PS Delta (\$)</i>		115,404	209,017	3,707
Materials & Services (M&S)	758,988	1,057,733	1,121,793	1,197,562
<i>M&amp;S Delta (%)</i>		28%	6%	6%
<i>M&amp;S Delta (\$)</i>		298,745	64,060	75,769
PS plus M&S Subtotal	<b>2,260,074</b>	<b>2,674,223</b>	<b>2,947,300</b>	<b>3,026,776</b>
<i>Subtotal Delta (%)</i>		15%	9%	3%
<i>Subtotal Delta (\$)</i>		414,149	273,077	79,476
Capital Outlay (CO)	10,000	152,744	106,000	-
<i>CO Delta (%)</i>		93%	-44%	na
<i>CO Delta (\$)</i>		142,744	-46,744	na
Total Budgeted Expenditures	<b>2,270,074</b>	<b>2,826,967</b>	<b>3,053,300</b>	<b>3,026,776</b>
<i>Total Delta (%)</i>		20%	7%	-1%
<i>Total Delta (\$)</i>		556,893	226,333	-26,524
Full-Time Budgeted Employees	<b>15.0</b>	<b>15.0</b>	<b>15.3</b>	<b>14.8</b>
		20%	7%	-1%



## Addressing future needs:

### Significant Changes:

- FY17-18 Public Access Terminals for the Library
- FY18 Segmentation of the Computer Network
- FY18 Upgrade of PeopleSoft
- FY17-20 New Phone System

### Three Year Considerations FY2019-2021:

- FY18 IT Management Analyst
- Information Security and Compliance
- Unified Communications: Enterprise Resource Planning Systems (ERPs)
- Business Intelligence



## Your questions?

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**Department Account Summary**  
**FY18 Operating Expenditures - Total All Funds by Account**  
**Information Technology**

Favorable ● 5%  
 ● 0%  
 Unfavorable ● -5%  
 ● -25%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year Projections	FY18 Proposed	% FY17 Projections Change Amended	% FY18 Change Amended
510000 Salaries	1,033,757	1,080,895	1,186,672	1,126,040	1,188,213	● 5%	● 0%
540000 Overtime	-	-	2,880	-	-	● 100%	● 100%
560000 Fringe Benefits	88,781	93,546	102,920	95,032	96,944	● 8%	● 6%
560001 Medical/Dental Insurance	215,850	267,405	297,420	294,584	295,407	● 1%	● 1%
560003 PERS/OPSRP	157,177	168,051	183,199	179,277	239,323	● 2%	● -31%
560005 Workers Compensation	-	-	-	260	1,047	● -100%	● -100%
564001 Car allowance	-	54	1,560	1,638	3,480	● -5%	● -123%
564002 Pager allowance	4,694	4,742	3,336	3,503	3,360	● -5%	● -1%
564005 Cell phone allowance	828	1,797	2,520	2,394	1,440	● 5%	● 43%
570000 Personal Services Adjustments	-	-	45,000	45,000	-		
<b>Personnel Services</b>	<b>1,501,086</b>	<b>1,616,490</b>	<b>1,825,507</b>	<b>1,747,728</b>	<b>1,829,214</b>	● -5%	● 0%
611008 Contractual Services	159,875	298,725	319,450	316,850	347,895	● 1%	● -9%
632001 Telephone, Cellular, Pager	6,016	4,009	15,386	13,077	3,775	● 15%	● 75%
632002 Ris/Airs/Geo Charges	91,078	96,465	63,360	66,394	60,708	● -5%	● 4%
632005 Computer Equipment	22,987	183,531	115,584	115,584	115,584	● 0%	● 0%
634003 Duplicating Supplies	692	588	-	-	-	● 100%	● 100%
635001 Travel & Meeting Expenses	10,654	7,883	8,771	8,771	8,771	● 0%	● 0%
635002 Internal meeting	369	-	-	(0)	-	● -100%	● 100%
635004 Mileage reimbursement	100	-	-	-	-	● 100%	● 100%
636001 Software License Fee	151,928	190,763	230,706	272,706	299,224	● -18%	● -30%
642002 Utilities	-	-	12,270	12,270	12,738	● 0%	● -4%
643003 SUB Water	291	317	-	-	-	● 100%	● 100%
643004 SUB Sewer & Drainage	549	591	-	-	-	● 100%	● 100%
643007 SUB Electricity	10,897	10,938	-	(0)	-	● -100%	● 100%
644001 Periodicals	-	7	-	-	-	● 100%	● 100%
644002 Memberships, Books, Subscrips	117	323	2,540	2,540	2,540	● 0%	● 0%
645002 Postage & Shipping Charges	7	5	100	14	100	● 86%	● 0%
645003 Office & Computer Supplies	663	1,233	2,900	2,758	2,900	● 5%	● 0%
645004 Computer Supplies	4,870	1,590	10,000	9,500	10,000	● 5%	● 0%

Account	FY15 Actual	FY16 Actual	FY17 Amended	FY17 Current Year		% FY17		% FY18	
				Projections	FY18 Proposed	Projections Change Amended	Change Amended		
645005 Computer Software	3,889	20,560	34,359	33,168	20,587	<div></div> 3%	<div></div> 40%		
645006 Small Furniture & appliances	335	209	875	1,439	874	<div></div> -64%	<div></div> 0%		
647009 Program Expense	394	1,986	500	250	500	<div></div> 50%	<div></div> 0%		
650006 GIS Program Expense	569	13	1,500	750	1,500	<div></div> 50%	<div></div> 0%		
660004 Equipment Maintenance	939	1,815	9,864	9,864	9,864	<div></div> 0%	<div></div> 0%		
671006 Employee Development	12,908	9,831	27,600	28,850	37,600	<div></div> -5%	<div></div> -36%		
672002 Retiree Medical Premium	3,427	-	-	-	-	<div></div> 100%	<div></div> 100%		
673001 Recruitment Expense	20	-	-	-	-	<div></div> 100%	<div></div> 100%		
698001 Unexpended Target	-	-	-	9,950	-	<div></div> -100%	<div></div> 100%		
Material & Service	483,574	831,382	855,765	904,735	935,160	<div></div> -3%	<div></div> -9%		
680001 Internal Insurance Chgs	12,276	11,517	11,304	11,304	11,160	<div></div> 0%	<div></div> 1%		
680004 Internal Fac Rent	-	-	14,064	14,064	14,064	<div></div> 0%	<div></div> 0%		
680005 Int Computer Equip Chgs	157,318	106,596	121,992	122,274	120,940	<div></div> 0%	<div></div> 1%		
680007 Internal Bldg Maint Chgs	-	-	11,388	11,388	4,962	<div></div> 0%	<div></div> 56%		
680012 Indirect Costs	75,428	78,180	74,724	74,724	75,540	<div></div> 0%	<div></div> -1%		
680014 Internal Employee Benefit Chg	14,649	14,551	12,000	12,000	11,832	<div></div> 0%	<div></div> 1%		
680018 Internal MS Enterprise Agreemt	6,108	5,872	4,632	4,632	7,524	<div></div> 0%	<div></div> -62%		
680027 Internal Workers Comp Chrgs	-	-	6,348	6,348	6,936	<div></div> 0%	<div></div> -9%		
680030 Int Bldng Preservation Chrgs	9,635	9,635	9,576	9,576	9,444	<div></div> 0%	<div></div> 1%		
Internal Charges	275,414	226,351	266,028	266,310	262,402	<div></div> 1%	<div></div> 1%		
751001 Computer Equipment	10,000	23,344	-	-	-	<div></div> 100%	<div></div> 100%		
751008 Network Infrastructure	-	129,400	106,000	106,000	-	<div></div> 0%	<div></div> 100%		
Capital Outlay	10,000	152,744	106,000	106,000	-	<div></div> 100%	<div></div> 100%		
Total Operating Expenditures All Funds	\$ 2,270,074	\$ 2,826,966	\$ 3,053,300	\$ 3,024,773	\$ 3,026,775	<div></div> 0%	<div></div> 1%		