

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 05 CITY COUNCIL

OBJ	2011 - ACTUAL		2012 - ACTUAL		2013 BUDGETED		2013 YTD	2013	2014 - RECOMD		2014 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

003 COUNCILOR

	72,000		72,000		78,000		78,000	78,000	78,000		78,000	
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299 PAYROLL TAXES AND FRINGES

	7,582		6,606		7,676		7,196	7,047	7,121		7,121	
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TOTAL CLASS: 05 PERSONNEL SERVICES

	79,582		78,606		85,676		85,196	85,047	85,121		85,121	
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CLASS: 10 MATERIALS & SERVICES

301 OFFICE EXPENSE

	190		33		200		295	116	200		200	
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305 SPECIAL DEPARTMENT SUPPLIES

							200					
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307 MEMBERSHIP FEES

					50			50	50		50	
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308 PERIODICALS & SUBSCRIPTIONS

					80		44	80	80		80	
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321 TRAVEL AND SUBSISTENCE

	13,929		18,415		20,530		16,410	19,530	22,030		22,030	
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325 COMMUNITY EVENTS EXPENSE

	8,496											
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326 TRAINING

	6,066		6,242		5,550		9,119	5,550	7,630		7,630	
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328 MEALS & RELATED EXPENSE

	16,983		19,011		22,275		19,546	20,000	24,175		24,175	
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341 COMMUNICATIONS EXPENSE

	703		1,257		1,080		1,632	1,560	1,872		1,872	
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511 PROFESSIONAL SERVICES

	2,500				45,000		42,860	45,000	45,000		45,000	
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0021

City of Beaverton - Finance
 Budget Preparation - 2014

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FUND: 001 GENERAL FUND

DEPT: 05 CITY COUNCIL

OBJ	2011 - ACTUAL		2012 - ACTUAL		2013 BUDGETED		2013 YTD	2013	2014 - RECOMD		2014 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

TOTAL CLASS: 10 MATERIALS & SERVICES

	48,867		44,958		94,765		90,106	91,886	101,037		101,037	
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CLASS: 25 TRANSFERS

816 TRSFERS TO REPROGRAPHICS FUND

	16,239		17,674		17,433		13,223	17,433	17,727		17,727	
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TOTAL CLASS: 25 TRANSFERS

	16,239		17,674		17,433		13,223	17,433	17,727		17,727	
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TOTAL DEPARTMENT: 05 CITY COUNCIL

	144,688		141,238		197,874		188,525	194,366	203,885		203,885	
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0022

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 05 CITY COUNCIL
 PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	2011 - ACTUAL		2012 - ACTUAL		2013 BUDGETED		2013	2014 - RECOMD		2014 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

003	COUNCILOR										
		72,000		72,000			78,000		78,000		78,000
299	PAYROLL TAXES AND FRINGES										
		7,582		6,606			7,676		7,047		7,121
TOTAL CLASS: 05 PERSONNEL SERVICES											
		79,582		78,606			85,676		85,047		85,121

CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE										
		190		33			200		116		200
305	SPECIAL DEPARTMENT SUPPLIES										
307	MEMBERSHIP FEES										
							50		50		50
308	PERIODICALS & SUBSCRIPTIONS										
							80		80		80
321	TRAVEL AND SUBSISTENCE										
		13,929		18,415			20,530		19,530		22,030
325	COMMUNITY EVENTS EXPENSE										
		8,496									
326	TRAINING										
		6,066		6,242			5,550		5,550		7,630
328	MEALS & RELATED EXPENSE										
		16,983		19,011			22,275		20,000		24,175
341	COMMUNICATIONS EXPENSE										
		703		1,257			1,080		1,560		1,872
511	PROFESSIONAL SERVICES										
		2,500					45,000		45,000		45,000
TOTAL CLASS: 10 MATERIALS & SERVICES											
		48,867		44,958			94,765		91,886		101,037

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 05 CITY COUNCIL
 PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	OBJECT DESCRIPTION	JUSTIFICATIONS
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- 003 COUNCILOR
 MONTHLY STIPEND OF \$1,300 PER MONTH
 FY 12-13 REFLECTS INCREASE DUE TO THE COUNCIL STIPEND INCREASING BY \$100 PER MONTH FROM
 THE \$1,200 TO \$1,300 PER MONTH.
 - 299 PAYROLL TAXES AND FRINGES
 THE AMOUNT BUDGETED REPRESENTS COVERAGE FOR LIFE INSURANCE
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- 301 OFFICE EXPENSE
 MISCELLANEOUS OFFICE SUPPLIES \$200
 - 305 SPECIAL DEPARTMENT SUPPLIES
 - 307 MEMBERSHIP FEES
 WASHINGTON COUNTY PUBLIC AFFAIRS FORUM ANNUAL MEMBERSHIP \$50
 - 308 PERIODICALS & SUBSCRIPTIONS
 MISCELLANEOUS PUBLICATIONS \$80
 - 321 TRAVEL AND SUBSISTENCE
 NLC CONFERENCE 5 @ \$1,100 - DECEMBER \$5,500
 NLC CONGRESSIONAL CONFERENCE 3 @ \$1,400 - MARCH \$4,200
 NLC CONGRESSIONAL CONFERENCE 6 STUDENT SCHOLARSHIPS AND 2 CHAPERONE \$11,480
 LOC CONFERENCE \$850
 IF SOME COUNCILORS CHOOSE NOT TO ATTEND NLC OR LOC MEETINGS, THESE FUNDS MAY BE USED
 FOR OTHER RELEVANT TRAINING RELATED TRAVEL
 - 325 COMMUNITY EVENTS EXPENSE
 NO APPROPRIATION REQUESTED FOR FY 2013-14
 - 326 TRAINING
 NLC DECEMBER ANNUAL CONFERENCE REGISTRATION - 5 @ \$500 \$2,500; LOC REGISTRATION 5 @ \$200 \$1,000; NLC MARCH
 CONGRESSIONAL CONFERENCE REGISTRATION 3 @ 750 \$2,250; STUDENT REGISTRATION FEE FOR NLC (6 @ \$110 AND 2
 CHAPERONE @ \$110) \$880; MISCELLANEOUS TRAINING OPPORTUNITIES \$1,000
 IF SOME COUNCILORS CHOOSE NOT TO ATTEND NLC OR LOC MEETINGS, THESE FUNDS MAY BE USED
 FOR OTHER RELEVANT TRAINING
 - 328 MEALS & RELATED EXPENSE
 BOARDS & COMMISSION DINNER \$15,000
 REFRESHMENTS AT SELECTED COUNCIL, BUDGET AND AUDIT COMMITTEE MEETINGS \$2,000
 COUNCIL DINNER MEETINGS WITH INTERGOVERNMENTAL AGENCIES (METRO, COUNTY COMMISSION,
 & LEGISLATIVE, AND CONGRESSIONAL DELEGATION) \$2,400
 SISTER CITIES LUNCHEON \$775
 COUNCIL RETREAT \$2,000
 BOARD & COMMISSION RECOGNITION PLAQUES \$2,000
 - 341 COMMUNICATIONS EXPENSE
 COUNCILOR CELL PHONE MONTHLY CHARGE APPROX 3 PHONES AND DATA PLANS AT \$52 EACH PER MONTH \$1,872
 - 511 PROFESSIONAL SERVICES
 OPERATIONAL MANAGEMENT ANALYSIS STUDIES \$40,000; RETREAT CONSULTANT \$5,000

City of Beaverton - Finance
 Budget Preparation - 2014

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CLASS: 25 TRANSFERS

816	TRSFERS TO REPROGRAPHICS FUND										
	16,239		17,674		17,433		17,433	17,727		17,727	

TOTAL CLASS: 25 TRANSFERS

	16,239		17,674		17,433		17,433	17,727		17,727	
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TOTAL PROGRAM: 0511 POLICY DEVELOPMENT

	144,688		141,238		197,874		194,366	203,885		203,885	
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TOTAL DEPARTMENT: 05 CITY COUNCIL

	144,688		141,238		197,874		194,366	203,885		203,885	
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City of Beaverton - Finance
Budget Preparation - 2014

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
DEPT: 05 CITY COUNCIL
PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

816 TRSFERS TO REPROGRAPHICS FUND
ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING & POSTAGE CHARGES THROUGH REPROGRAPHICS

