

City of
Forest Grove



**FOREST
GROVE**  **OREGON**

Adopted Budget 23-24

TABLE OF CONTENTS

INTRODUCTION.....

- City Information.....*
- Forest Grove Budget Committee..... 1*
- Forest Grove Organizational Chart..... 2*
- Forest Grove Boards and Commissions..... 4*
- Forest Grove Fund Descriptions and Structure..... 5*

BUDGET SUMMARY.....

- BUDGET PROCESS 7
- BUDGET MESSAGE..... 9
- COUNCIL GOALS 25
- REVENUE SUMMARY 27
- EXPENDITURE SUMMAR 29
- PERSONNEL REQUIREMENTS SUMMARY 32

GENERAL FUND.....

- RESOURCES..... 34
- EXPENDITURES.....
- 100.11 - Legislative & Executive 37*
- 100.12 - Administrative Services..... 39*
- 100.13 - Municipal Court..... 42*
- 100.14 - Library 43*
- 100.15 - Aquatic Center 45*
- 100.16 - Parks..... 47*
- 100.17 - Recreation..... 49*
- 100.18 - Non-Departmental 51*
- 100.21 - Police 53*
- 100.22 - Fire 55*
- 100.31 - Planning..... 57*
- 100.33 - Economic Development 60*
- 100.51 - Engineering..... 62*

ENTERPRISE FUNDS.....

- 610.41 - Light & Power 63*
- 610.41 - Light & Power Economic Development..... 66*
- 620.54 - Sewer..... 67*
- 622.54 - Sewer System Development Charges (SDC) 69*
- 630.53 - Water..... 71*
- 632.53 - Water System Development Charges (SDC) 73*
- 640.55 - Surface Water Management..... 75*
- 642.55 - Surface Water Management System Development Charges (SDC) 77*

SPECIAL REVENUE FUNDS.....

- 205.32 - Building Permits 79*
- 210.52 - Street..... 81*
- 212.31 - Street Tree..... 84*
- 260.16 - Trail Systems..... 85*
- 265.12 - Transportation Services 86*
- 275.12 - Community Enhancement 87*
- 280.11 - Public Arts 90*
- 285.12 - City Transient Lodging Tax 91*
- 340.12 - Facilities Major Maintenance..... 93*
- 505.14 - Library Endowment 94*
- 290.12 - American Rescue Plan 96*

TABLE OF CONTENTS

INTERNAL SERVICE FUNDS.....

- 355.23 - Fire Equipment Replacement 97*
- 710.12 - Information Systems..... 99*
- 720.56 - Equipment..... 101*
- 730.12 - City Utilities..... 103*
- 740.12 - Risk Management 104*

CAPITAL PROJECTS.....

- 310.52 - Traffic Impact (TIF)..... 105*
- 311.52 - Transportation Development Tax (TDT) 106*
- 315.52 - Bike and Pedestrian Pathways 107*
- 320.16 - Parks Acquisition and Development..... 108*
- 330.12 - Capital Projects..... 109*
- 350.12 - Capital Improvement Plan Tax..... 110*

APPENDICES.....

- Compensation Plan..... 112*
- Schedule of Debt Service Requirements..... 116*

CAPITAL IMPROVEMENT PLAN.....

- CIP Summary 118*
- Administration Projects 121*
- Light and Power Projects 125*
- Public Works Projects.....*
 - Equipment Fund and Fleet Replacement Program..... 130*
 - Streets 131*
 - Sewer 134*
 - Water 135*
 - Surface Water Management 141*
- Public Safety Projects.....*
 - Police..... 143*
 - Fire..... 145*
- Parks and Recreation Projects 149*



Budget Committee

Term Expires	Budget Committee
November 2026	Mayor Malynda Wenzl
November 2024	Councilor Donna Gustafson
November 2026	Councilor Michael Marshall
November 2026	Councilor Karen Martinez
November 2024	Councilor Timothy Rippe
November 2024	Councilor Elena Uhing
November 2026	Councilor Mariana E. Valenzuela
December 2025	David Anderson
December 2025	Tom Cook
December 2024	Wolanda Groombridge
December 2024	David Maisel
December 2023	Robert Moats
December 2024	Debby Roth
December 2023	Heidi Ruby

Budget Officer

Jesse VanderZanden, City Manager

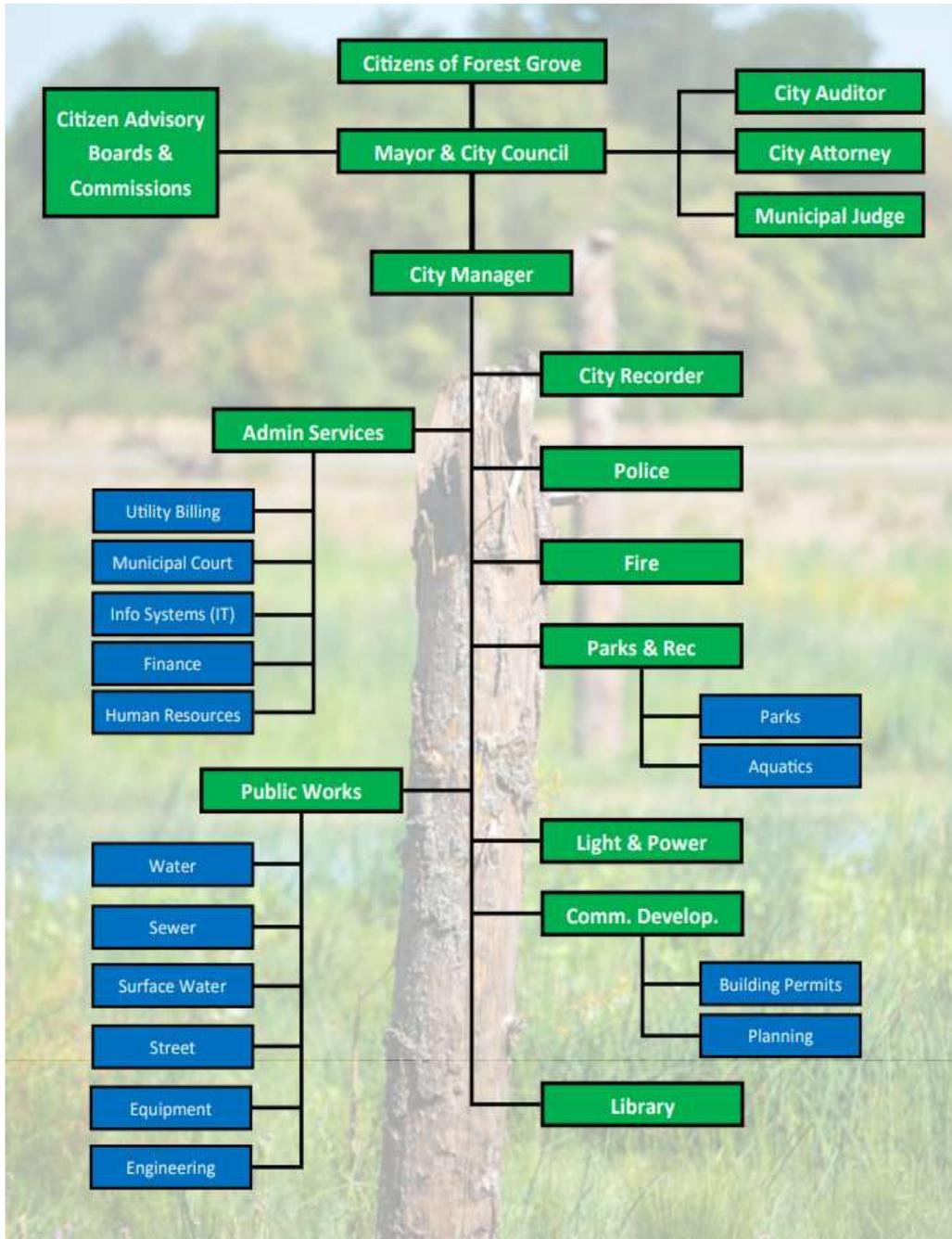
Finance Department Budget Team

Paul Downey, Assistant City Manager/Finance Director
Melissa Henderson, Assistant Finance Director

A special thank you to Departments and staff for their contributions to the Budget. Pictures provided by Diego Diaz Photography (www.diegodiaz.com), FG Leader, FG Times, & Staff.

Organizational Chart

Adopted 2023-24



This page intentionally left blank

City Boards & Commission

Adopted 2023-24

City of Forest Grove City Information

City Boards and Commission

```

graph TD
    MC[Mayor & City Council] --- BC[Budget Committee]
    MC --- CCI[Committee for Community Involvement]
    MC --- EDC[Economic Development Commission]
    MC --- SC[Sustainability Commission]
    MC --- PC[Planning Commission]
    MC --- PR[Parks & Recreation Commission]
    MC --- HLB[Historic Landmarks Board]
    MC --- PAC[Public Arts Commission]
    MC --- CPA[Community Policing Advisory Commission]
    MC --- LC[Library Commission]
    MC --- CFC[Community Forestry Commission]
            
```

Join Us and Help Shape the Future

If you wish to apply for any of the City advisory boards, committees, or commissions, simply complete the application found online. You may apply at any time, as vacancies occur throughout the year. Members must commit to approximately 2-3 hours per month for meetings and activities. Selection is based on application questions, interview, and a willingness to serve. The Mayor and City Council appreciate your interest and your aspiration to serve the City of Forest Grove.

1924 Council Street Forest Grove Oregon 97116 www.forestgrove-or.gov 503-992-3200

Join Us and Help Shape the Future

If you wish to apply for any of the City advisory boards, committees, or commissions, simply complete the application found online. You may apply at any time, as vacancies occur throughout the year. Members must commit to approximately 2-3 hours per month for meetings and activities. Selection is based on application questions, interview, and a willingness to serve. The Mayor and City Council appreciate your interest and your aspiration to serve the City of Forest Grove.

Fund Structure & Descriptions

Adopted 2023-24

The City of Forest Grove operates with six fund types that are listed and described below. Each category has a specific purpose and the funds associated under it as approved by GAAP (Generally Accepted Accounting Principles).

General Fund

The General Fund is the chief operating fund of the local government. This fund reports all of a government's activities unless there is a compelling reason to report an activity in some other fund type.

Funds:

- Forest Grove General Fund (100)

Enterprise Funds

An Enterprise Fund may be used to report any activity for which a fee is charged to external users for goods and services. An Enterprise Fund should operate within itself (Revenues cover expenses) with no transfers from outside funds to fund operations.

Funds:

- Light & Power (610)
- Sewer (620)
- Sewer SDC (622)
- Water (630)
- Water SDC (632)
- Surface Water Mgmt (640)
- Surface Water Mgmt SDC (642)

Special Revenue Funds

Often certain revenue sources are set aside for a specific purpose. Governments are not required to have Special Revenue Funds but are permitted to use them if they wish.

Funds:

- Building Permits (205)
- Street (210)
- Street Tree (212)
- Trail System (260)
- Transportation Systems (265)

- Community Enhancement (275)
- Public Arts (280)
- City Transient Lodging Tax (285)
- American Rescue Plan (290)
- Major Maintenance (340)
- Library Enhancement (505)

Internal Service Funds

Governments are permitted to centralize certain services and allocate costs of those services within the government, hence the name "Internal" Service Funds. These funds' services are "billed" to other Funds and Departments.

Funds:

- Fire Equipment Replacement (355)
- Information Systems (710)
- Equipment (720)
- City Utilities (730)
- Risk Management (740)

Capital Project Funds

Governments often find it useful to report major capital projects, acquisitions, and construction separately from their ongoing operating activities. Separate reporting helps to avoid the distortions in financial resource trends information that can arise when capital and operating activities are mixed.

Funds:

- Traffic Impact (310)
- Transportation Development Tax (311)
- Bike & Pedestrian Pathways (315)
- Parks Acquisition & Development (320)
- Capital Projects (330)
- Capital Improvement Program Tax (350)

Debt Service Funds

Often governments set aside resources to meet current and future debt service requirements on general long-term debt.

Funds:

- General Debt Service (410)
- SPWF Debt Service (430)

Forest Grove Fund Structure

XXX . XX . XX . XXXX

100 . 11 . 00 . 5205

} Accounting Structure

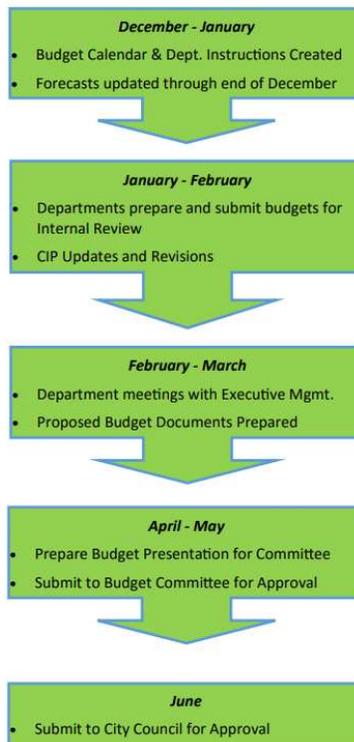
FUND NUMBER	DEPT. NUMBER	DIVISION NUMBER	REV / EXP NUMBER
-------------	--------------	-----------------	------------------

Budget Process

Adopted 2023-24

Forest Grove Budget Process

The process followed by the City of Forest Grove complies with Oregon Local Budget Law which was established by the State of Oregon under Oregon Revised Statutes. The process and calendar of events leading to the adoption of the budget are generally as follows:



Supplemental Budgets

During the Fiscal Year, there are usually a few supplemental budgets mostly for receipt of unexpected funds. In June, there is usually a contingency transfer to adjust budgeted amounts for any unforeseen expenses/revenue items.

Supplemental budgets may go through a public process with public notices in local newspapers and council agendas. Expenditures of some unexpected funds do not require a formal supplemental process but require the council to appropriate expenditure of the funds prior to them being spent.

Basis of Budgeting

The City's accounts are organized on the basis of funds, each of which is considered a separate entity. The operations of each fund are accounted for with a separate set of self-balance accounts that comprise its assets, liabilities, fund equity, revenues and expenditures.

Governmental Funds (The General Fund, Special Revenue, Debt Service, and Capital Projects Funds) use the modified accrual basis of budgeting and accounting. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized when liabilities are incurred.

Proprietary Funds (Enterprise and Internal Service Funds) are budgeted on a modified accrual basis which does not include depreciation or compensated absences. Each fund's financial statements, which can be found in the City's Annual Financial Audit Report, are reported on the full accrual basis. In the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned. Expenses are recognized in the accounting period in which they occur.





Budget Message

To: The Budget Committee and the Residents of Forest Grove
Re: Fiscal Year 2023-24 Proposed Budget
From: Jesse VanderZanden, City Manager
Paul Downey, Assistant City Manager/Finance Director

SUMMARY:

It is my pleasure as City Manager to submit the Fiscal Year (FY) 2023-24 City of Forest Grove Proposed Budget to the Budget Committee for review and consideration. The fiscal health of the city remains stable, resilient, reserves are adequate, and our bond rating is strong and unchanged. The City thanks the voters for approving the increase in the City's Local Option Levy (LOL) as this will help maintain the long-term stability of the General Fund.

Forest Grove's population continues to grow as the population reached 26,838 in the last year. While new housing development has slowed, there are indications that housing activity is beginning to pick-up again as developers who stopped their current developments are now preparing to install the infrastructure needed to commence building homes. Also, data centers have expressed strong interest in Forest Grove which would bring in more revenue in comparison to the demands it will place on City services.

As a full-service city who provides a vast array of services, the City's budget can appear complex, especially noting it is comprised of 30 different funds. To make consideration of the overall budget as easy as possible, this message is comprised of seven different sections, namely: 1) Overall Budget, 2) General Fund, 3) Light and Power Fund, 4) Public Works Funds, 5) Special Revenue Funds, 6) Internal Service Funds, and 7) Capital Projects Funds. Each fund will be described in its respective section.

This budget continues to focus on strategic improvements in targeted areas to address City Council values, goals, and objectives; and, to maintain sustainable service levels in accordance with City growth. As part of the FY 2023-24 goals and objectives, the City Council established three core values that influence all actions by the City, from high-level policy making to day-to-day operations:

- Financial Stewardship – we will be responsible stewards of the City’s financial resources.
- Community Engagement – we will invite members of the community in developing City policies and programs.
- Equity, Diversity, and Inclusion (DEI) – we are committed to fair inclusion where all diverse members of our community can participate and thrive.

From these values the City Council adopted the following Goals for FY 2023-24:

- Support Housing Stability
- Planning an Inclusive and Sustainable Community
- Improving Community Safety
- Expand Recreation Opportunities

Each goal has specific objectives to help attain the goal. Taken in combination, the values, goals and objectives are what staff uses to comprise the proposed budget.

The voters approved an increase to the City’s Local Option Levy (LOL) rate from \$1.60 to \$1.95 for five years beginning July 1, 2023. The levy includes funding to retain existing staff, increase police officers and firefighters, increase park maintenance, increase library outreach, and to fund a recreation coordinator position.

The levy rate was based on certain assumptions that need to be met to enable the above additions. The key assumption is salary, benefits, and other costs increases would average three percent (3%) per year over the life of the new levy. This assumption was made prior to the current inflationary environment. Many costs increases are far exceeding the three percent (3%) inflationary assumption that was made for the levy. Some of the planned additions will have to be re-evaluated in light of the current inflationary environment.

OVERALL BUDGET

This year’s Proposed Budget document follows the same format as last year. The FY 2023-24 Proposed Budget is continuing the transition to different software and is available as an online budget book on the City’s website. Printed copies of the budget book are available upon request.

The total proposed budget of \$155.6 million compares to the current year’s adopted budget of \$154.5 million, for an increase of \$1.1 million. This includes operating expenses, capital, debt service, contingencies, and ending cash balances. The total of contingencies and ending cash balances is referred to as reserves or savings. Even though the total budget was relatively unchanged, there are changes to many individual funds that will be explained during the budget meetings.

Staffing: The City continues to be prudent when adding new services to ensure those services can be sustained over the next several years. For this year, staff is proposing to add 1.92 full-time-equivalent (FTE) employees from 181.65 in FY 2022-23 to 183.57 FTE in FY 2023-24. The employee changes that staff is proposing that result in 1.92 FTE's include:

- 1 FTE: the Recreation Coordinator, was approved by Council during the year and now needs to be added to the budget. This position was included in the Levy.
- 1 FTE: add a Public Works Utility Worker.
- .25 FTE: increase a .75 janitorial position to full-time (1 FTE)
- .67 FTE: add seasonal recreation workers for the kids summer rec program, fully funded by American Rescue Plan Act (ARPA) funds.
- - 1 FTE: eliminate a vacant Building Inspector position.

The increased Local Option Levy (LOL) funds also included adding two police officers in FY 2023-24. The city is applying for a COPS Grant for those positions and did not include them in the FY 2023-24 Proposed Budget because if they were in the budget, the city would be ineligible to apply for the grant. If the City does not receive the grant, staff will evaluate the General Fund's financial position and likely ask the City Council to authorize at least one of those positions.

In the Building Permits Fund, there are currently four authorized building inspector positions of which two are vacant. Based on projected inspection volume and a decrease in permits, one vacant building inspector position is proposed to be eliminated which will then result in three building inspector positions. The vacant position will be filled if inspection volumes necessitate.

A new Public Works utility worker is being proposed that will be funded by the Water, Sewer, Surface Water Management (SWM) Funds. The last Public Works utility worker was added in 2018. Since that time, the infrastructure volume has increased approximately 10% or the same percentage of workforce this position would add. Each fund will pay paid for its portion of the position based on the actual work performed in each fund.

Rates and Fees: Staff will propose increasing general fees and aquatic center fees as of July 1, 2023. Clean Water Services is planning a 4% rate increase for sewer and SWM operating rates and a 3% increase in system development charges (SDC) as of July 1, 2023. Staff will propose a similar rate increase to the City's separate sewer and SWM rates. An electric rate study is nearly complete with a rate increase expected to be proposed due to an effective 8.6% increase in BPA rates as of October 1, 2023, and increases in Light and Power employee wages and benefits. The City is starting a water rate and water system development study that will incorporate the results of the completed Water Master Plan. Staff will propose a water rate increase to be effective July 1, 2023, to help keep pace with inflationary increases.

Wage Increases: The AFSCME and International Brotherhood of Electrical Workers (IBEW) contracts are currently being negotiated so any wage and benefits increases for those bargaining units are not known at this time. Known wage increases for the other bargaining units for FY 23-24 are 3.00% for Fire and 4.50% for Police. In addition, a 4.0 % cost-of-living allowance increase is being proposed for non-represented employees. This compares to an 8.1% increase in the Consumer Price Index (CPI) for All Urban Consumers (West); the metric the city uses for CPI. The proposed non-

represented employee increase is consistent with increases proposed by other cities. Known or estimated wage increases have been included in the FY 2023-24 Proposed Budget.

Retirement: For FY 2023-24, the contribution to the City's Defined Benefit Retirement Plan (DB Plan) is increasing by \$631,000 to a total of \$4,974,000. The majority of the increase is due to the city having a negative 10.11% investment return compared to the Plan's assumed rate of return of 5.25%. The General Fund's portion of that increase is \$426,000 while the Light & Power Fund and the Public Works Fund increases are \$108,000, and \$97,000, respectively.

The Council set aside \$900,000 of reserves in the General Fund to offset increases due to investment losses. This is often referred to as a "smoothing" account to protect the city from large fluctuations in the Plan's annual contribution. While these monies are available, staff is recommending using some of the projected FY 2022-23 increase in General Fund reserves to fund the increase and leaving the \$900,000 intact for future years as the investment returns are not projected to improve significantly in the next year or so.

PERS rates are increasing as of July 1, 2023, and should not change for two years. The rates are: 1) for Oregon Public Service Retirement Plan (OPSRP) public safety employees, the rate is increasing from 20.51% to 22.25%; 2) for Tier1/Tier2 employees, the contribution rate is increasing from 21.90% to 23.92% and 3) the OPSRP rate for general employees covered by PERS is increasing from 16.15% to 17.46%. AFSCME employees are covered by the City's Defined Contribution Plan and that contribution rate remains at 12.0%.

Insurance: Health and dental insurance premiums are expected to change on January 1, 2024, as follows: 1) a 5% increase to Regence Health with no increase in Delta Dental; 2) Kaiser health and dental increased premiums by 11.5% and 1%, respectively; and 3) Willamette Dental premiums increased by 6%. Worker's compensation premiums will increase by 13.5%, property insurance premiums are projected to increase by 23%, and liability and auto physical damage insurance premiums are projected to increase by an average of 5%, as of July 1, 2023. The increases will vary by department as some departments have specific premiums applied to them such as the Police Department which is charged liability premiums based on the number of sworn officers.

Other Expenses: Fuel, maintenance, certain materials and other expenses have increased significantly during the last year and are reflected throughout all departments' expenses where appropriate. For example, Equipment Fund Charges in several funds have increased due to expected higher replacement costs and higher costs of parts. In several funds, Capital Outlay reflects several expenditures being carried-over to FY 2023-24 due the length of time it is taking to get equipment purchased or finding contractors willing to do projects.

The narratives below discuss the significant changes to the Department's operating and capital budgets.

GENERAL FUND

The major sources of General Fund revenue are property taxes, payments from other governments (e.g., WCCLS, Forest Grove Rural Fire District), payments from other City funds for the allocation of administrative expenses, and utility franchise fees, including City-owned utilities.

The City's total tax rate is \$5.91 per \$1,000 of taxable assessed value consisting of \$3.96 for the City's permanent rate, and \$1.95 for the newly-renewed Local Option Levy, which is effective July 1, 2023 and will expire on June 30, 2028. The Local Option Levy accounts for 16.5% of the General Fund's operating revenue in FY 2023-24 compared to 14.0% of the General Fund's operating revenue in FY 2022-23.

Forest Grove's assessed value is projected to grow by 4.0% to a total of \$2.122 billion for FY 2023-24. All property tax revenue goes into the General Fund and is projected to account for 49.0% of the General Fund's operating revenue in FY 2022-23.

The total FY 2023-24 General Fund Proposed Budget of \$32,677,824 which is an increase of \$1,463,869, or 4.7%, above the FY 2022-23 Adopted Budget of \$31,213,955.

In FY 2023-24, the proposed operating expenditures of \$25,304,571 will exceed the proposed operating revenue of \$24,728,216 by \$586,355. This operating deficit assumes full employment and departments spending all of their budgeted funds which has yet to occur. Any deficit that actually occurs will come out of the fund balance or savings described below.

The General Fund beginning fund balance or savings on July 1, 2023, is projected to be \$7,941,470 million. The ending fund balance on June 30, 2024, is projected to be \$6,719,858 for a reduction in Fund Balance of \$1,221,612 which consists of: 1) the operating deficit discussed above; 2) the \$426,000 to be used as part of the Defined Benefit Plan contribution in FY 23-24; and 3) proposed transfers of reserves to the Major Maintenance Fund of \$200,000 and \$9,257 to the Community Enhancement Fund. Based on the minimum Fund Balance Policy and the Defined Benefit (DB) Plan Contribution Smoothing Reserve, the City will have a required GF Fund Balance on June 30, 2024, of \$6,557,868 resulting in a projected ending fund balance at June 30, 2024, that will be \$161,990 over that amount.

Revenue: Operating Revenue is budgeted to increase by \$1,866,395 in FY 2023-24 with \$1,362,100 coming from property taxes. The City is projected to see a 4.0% increase in assessed value. Most other major revenues are expected to increase moderately over their FY 2022-23 amounts.

WCCLS revenue is expected to increase 1% based on preliminary information from Washington County. The payment from the Forest Grove Rural Fire Protection District (FGRFPD) is increasing mostly due to several one-time capital projects that the District pays 50% of the costs. Interest income is expected to increase in all funds as interest rates have risen.

Administrative Services: Proposed wages are budgeted to increase about 9.5% due to moving \$75,000 from temporary information technology (IT) contractual services back into Regular Wages as a vacant IT position is expected to be filled. A proposed 0.25 FTE increase to make a 0.75 FTE Janitor position into a full-time position is being proposed due to a 16% increase in floorspace resulting from the DSA/City Hall Project as well as requests for additional cleaning from the Fire Department and Public Works.

Total mailing services, including utility billing and the quarterly newsletter, are budgeted to be \$30,000 lower now that the actual costs are known. Recruiting expenses are lower as the costs to complete the Police Chief recruiting process were moved to the ARPA Fund. Professional Services are also budgeted to decline by \$30,000 due to lower costs for completing the DEI study. Facility maintenance costs are budgeted to increase by \$14,400, or 14.8%, as maintenance costs have significantly increased.

Library: Funding from WCCLS is expected to increase by 1% in FY 2023-24 which is a reduction from the normal 3% annual increase. City funds are being proposed to make up for the loss of these funds for the coming fiscal year. If the annual WCCLS increase remains at 1%, it will put increasing pressure on the City's General Fund to make up the difference in future years.

The Library has budgeted \$59,742 in Capital Outlay which is the remaining balance from a special allocation of WCCLS funding the Library received several years ago. Proposed expenditures are two mobile public service desks for \$22,500 and a thematic wrap on the library van for \$10,000 that was purchased with donated funds. The mobile service desks will provide more flexibility to staff providing services with the Library. Funding to remodel the Library bathrooms and the teen section is included in the ARPA Fund with the potential to use the remaining Library Capital Outlay funds if they are needed. Those projects are currently in design and are expected to bid this summer.

Aquatics: The Utilities cost line item is increasing by 25% due to higher costs for natural gas which is how the pools are heated.

Parks: Parks revenue is declining next year as payments from the Street Fund to the Parks Department will be declining from \$55,500 to \$20,000 as a result of the Parks staff calculating the work they do in the right-of-way costing \$20,000, not \$55,000.

The Light and Power Department had been paying for five months of a Parks utility worker's time who assisted Light and Power with tree trimming. With the coming addition of Stites Park this fall, that employee will become full-time in Parks and no longer assigned to Light & Power for five months. The Local Option Levy included funding to make this position full-time in Parks.

Equipment Fund charges are increasing by \$63,527 or 70% due to increased charges from the Equipment Fund and the proposed purchase of new pick-up truck for \$50,000 for the Parks' vehicle fleet. The overall number of vehicles in the fleet will not increase. The Parks Department currently deploys used trucks from Light & Power or Public Works when those departments replace trucks. The proposal is to replace one of those hand-me-down trucks with a new truck. After the initial purchase, the Parks Department will begin to fund the replacement of that truck so when the new truck is retired at least ten years from now, the replacement funds will have been accumulated.

Recreation: A kids summer recreation program, as approved by the Council using federal American Rescue Plan Act (ARPA) funds, is being prepared by the Recreation Division. Proposed expenses include seasonal summer recreation employees, professional services, and other projected expenditures for the upcoming kids summer recreation program. The seasonal employees will start work during the current fiscal year to begin training and preparation.

Police: Personnel expenditures are increasing by 10.7% in FY 2023-24 as the wage and benefit increases for fiscal years 2022-23 and 2023-24 are being budgeted all at once. The contract that included the wage increase for FY 2022-23 was signed in October 2022, so those increases were not included in the FY 2022-23.

A staffing change is being proposed to convert two patrol officer positions into two patrol sergeant positions. This would allow each shift to have an assigned sergeant and nearly eliminate the need to have a qualified patrol officer assigned as Officer-in-Charge (OIC). Due to the length of tenure of many patrol officers and with some officers not wanting to serve as an OIC, it has been difficult to assign an OIC with the requisite experience. Having sufficient patrol sergeants would permit more consistent supervision on a shift and reduce potential liability. This proposed change would not reduce the total number of officers on patrol as sergeants patrol as well.

Insurance & Bonds are increasing by 19% due to an increase in liability premiums for police officers. The liability premiums are partly based on the number of officers employed by the City and the premium rate per officer which is the factor that is causing this portion of the premium to increase. It is a market-wide based change and not anything attributable to the city's officers. Equipment Fund charges are increasing by 13% due to the higher cost of replacement vehicles which increases the annual rent and costs to maintain the fleet. 9-1-1 dispatch services provided by the Washington County Consolidated Communications Agency (WCCCA) will increase by \$5,148, or 1.4% in FY 2023-24 as WCCCA begins to implement the results of the study of the allocation of its costs between fire and police.

Fire: The split where the City pays for 88% and the Forest Grove Rural Fire District pays for 12% of the operating costs is not changing in FY 2023-24. The City and District each pay for 50% of the capital costs.

For personnel service costs, three cost components are increasing. Overtime expense is increasing by \$32,500, or 15%. The department now has more experience with how often firefighters are called back to cover Kelly days, which were added at the beginning of the current contract, and training overtime for firefighters who are periodically kept over after shift to ensure dedicated training time. PERS costs are increasing as all new firefighters go into PERS and the department has hired new employees in the past few years. Workers Compensation is increasing by \$24,878 or 44%, as wages and the workers compensation rate charged for firefighters has increased.

The Tools – 50/50 line item, which derives its name because the District pays for one-half of the costs of these items, can vary from year to year depending on the items proposed to be purchased. Some one-items will be removed from the budget while new ones are added. This year’s proposed increase is \$140,000 and includes costs increases for ongoing equipment purchased every year and several one-time items. Costs increases for ongoing items purchased each year are: 1) \$10,000, or about 25%, for turnouts; 2) \$2,000, or 12%, to replace fire hose fittings; and 3) \$2,000, or 36%, to replace power saws/fans. New items proposed in the line item this year are: 1) \$55,000 increase to paint the exterior and interior of the fire station; 2) \$16,000 to purchase 2 Toughbooks used for patient care; 3) \$50,000 for roof maintenance; 4) \$10,000 to replace furniture and mattresses; 5) \$15,000 to replace furniture and equipment in the Emergency Operations Center; 6) \$20,000 for the parking lot and related infrastructure maintenance; and 7) \$25,000 to conduct a study on location(s) for a future northern fire station.

Contract services includes funding to pay for 50% of a Portland State University study to determine the costs of services delivered under the Cornelius-Forest Grove Intergovernmental Agreements for the Fire Chief and Logistics Officer. This study will be useful in determining next steps regarding the existing IGA’s and impacts on future governance models.

9-1-1 dispatch services provided by the Washington County Consolidated Communications Agency (WCCCA) will increase by \$23,293, or 12% in FY 2023-24 as WCCCA begins to implement the results of the study to determine allocation of costs between fire and police dispatch services. The study showed that the police dispatch costs have been subsidizing the fire dispatch costs. The subsidy will be reduced by increasing fire dispatch costs over two years with FY 2023-24 being the first of the two years.

Vehicle maintenance costs are being increased by \$20,000, or 25%, as the cost of repairs has substantially increased. Currently vehicle maintenance is subject to the operating cost split of 88%/12%. Staff wants to review discussing with the District about putting large maintenance costs into the Tools – 50/50 account if the repair will increase the service life of the apparatus.

Planning: The budget carries over \$60,000 for the completion of the Westside Planning Area financial feasibility study. The Westside Planning Area study is reviewing the potential costs to develop infrastructure in that area to determine alternatives for funding those infrastructure costs and whether developing in the upper elevations is financially feasible. The study will have implications on the planning of the Urban Reserve Area and the Urban Growth Boundary.

Economic Development: Public Information expenses are proposed to be reduced from \$20,000 to \$10,000 as the City is reevaluating its economic development message. Professional services are proposed to increase by \$8,000 to \$23,200 as staff will likely need assistance on potential Enterprise Zone or Strategic Investment Plan applications that the City is expecting from potential data centers in the coming fiscal year.

Staff is proposing to change the funding allocation for economic development to: 1) 20% from the General Fund; 2) 20% from the Public Works Funds; 3) 20% from the Light & Power Fund; and 4) 40% from the Forest Grove Urban Renewal Agency. The change results in 10% of economic development costs being shifted from Light & Power to the Urban Renewal Agency based on a forecasted increase in economic development activities within the Urban Renewal area.

LIGHT AND POWER FUND

This fund is funded by charges for electricity provided within Light & Power's operating area. The rate study is currently being updated to determine what rate increases may be necessary as the cost to purchase power from the Bonneville Power Administration will be increasing by about 8.6% beginning October 1, 2023.

BPA Tier 1 rates are increasing by 1%. The power costs that are significantly increasing are the BPA Tier 2 rates which are more market-driven rates. It is the Tier 2 power costs that is causing the BPA costs to increase by the 8.6% mentioned above. Currently the City pays an average of \$35 per megawatt (MW) for Tier 2 power under the current contract. As of October 1, 2023, that cost will increase to an average of \$62 per MW. The City currently purchases about 2 MW of Tier 2 power out of a total of approximately 31 MW. Additionally, all new load growth will require the purchase of Tier 2 power. Staff will be reporting on the results of the rate study update at an upcoming Council meeting.

Staff recently learned that the BPA transmission line that serves the south portion of the City is oversubscribed. BPA will allow only small incremental load growth from residential development and possibly 1 to 2 MW of new industrial or commercial load on that transmission line. This means that the remaining industrial areas in the south/southwest part of the city are constrained in terms of what development may occur. Staff has already told some prospective businesses that it could not serve them based on the amount of electricity they were requesting. It could be many years before BPA fixes this issue.

Staff is reviewing the possibility of constructing an internal transmission line from the Oak Street substation to the Filbert substation and locating a new transformer at the Filbert substation. The new transformer was identified as part of the recently completed electric master plan. The project is expected to cost about \$5 million including estimated design costs of about \$500,000. Part of staff's review is how this project could be funded. The project would take a few years to complete based on the long lead time to purchase some of the equipment. Staff will likely bring this project to a future Council meeting as more information is developed.

This year's budget includes another \$200,000 in revenue from Clean Fuel Credits which comes from revenues based on the number of electric vehicles registered in the department's service area. These credits will continue to be spent on an electric vehicle rebate program approved by the City Council.

Building Improvement expenses include \$350,000 for the construction of a modular steel storage building located on the B Street site near Kyle Park where the old yellow storage building was recently demolished. Vehicle replacement includes \$240,000 for the purchase of a new single-bucket boom truck to replace one that is ten years old. Depending on which vendor the vehicle is purchased from, the scheduled delivery for the new truck is from eighteen months up to five years. Other smaller equipment purchases will be detailed at the Budget Committee meeting.

PUBLIC WORKS FUNDS

The Public Works Funds consist of the Sewer Fund, Water Fund, Surface Water Management (SWM) Fund, Street Fund, and the related System Development Charges (SDC) Funds. All of these funds except the Street Fund are enterprise funds, and the revenue comes from utility charges or, for the SDC funds, charges for development that are paid when a building permit is issued. The Street Fund's revenue comes from distributions of State and Washington County gas taxes and Washington County vehicle registration fees.

The allocation of Public Works employees' salaries and benefits has been changed between funds to more accurately reflect the time employees are working in the Sewer, Water, Street, and SWM Funds. This accounts for the differences from last year's budget.

The various Public Works Funds include costs for replacing the 23rd Avenue Facility Covered-Storage based on the amount of the storage each fund uses. The project is currently underway so costs for the projects have been budgeted in the current fiscal year and next fiscal year.

Sewer Fund: Clean Water Services (CWS) is proposing a 4.0% increase to its sewer rates on July 1, 2023. The City will likely propose a matching 4.0% to its portion of the sewer rates. The total rate increase for the end-user will be 4.0 % as these are separate charges. Professional services include \$50,000 to rehabilitate sewer manholes which are beginning to fail in certain areas where past inflow and infiltration (I&I) projects have occurred.

Sewer SDC Fund: The second of up to three projects designed to reduce inflow and infiltration (I&I) of groundwater into the sewer system has been completed. The City has previously funded 50% of the costs of these projects and is waiting for a final accounting of the costs of the second project. CWS will act as the bank for the City which will repay CWS over a ten-year period. The payment of this debt will not start until after the project is complete and CWS determines the final cost of the project. In addition to the existing debt payment of the first I&I project, staff has budgeted an estimated payment for the first year's payment that will be due on the second I&I project. Clean Water Services has applied for a Congressional-directed spending request of nearly \$5 million for I&I projects in Forest Grove and Cornelius and if successful, will help with future expenses.

Professional services include an increase of \$50,000 for an update to the City's Sewer System Master Plan. Clean Water Services will be doing the modeling for sewer flows for Forest Grove as part of CWS's sewer master plan. This will help reduce the overall cost of the City's sewer master plan update.

Water Fund: The Water Fund maintains a healthy fund balance helped by watershed management which has been netting more revenue than anticipated due to increased timber prices (the volumes have remained within harvesting levels established by the Watershed Master Plan). The City has been building fund balance in anticipation of significant future capital projects. Design work on a major capital project is proposed to commence this year. Additionally, the 2013 debt obligation was fully paid during the current fiscal year which frees up about \$350,000 in cash flow for the Water Fund.

The Water Master Plan shows major capital improvements needed by the water system over the next few decades. Now that the plan is complete, the City will be updating SDCs and completing a Rate Study this next fiscal year. Funds are included in the budget for this update in Professional Services. Part of that update will include the effects of these capital projects on SDCs and rates to include prioritization of the projects and how they will be funded (i.e., SDCs, rates, new debt, or a combination of the three). Staff will be proposing a 3% increase in water rates as of July 1, 2023, to help cover inflationary increases while the City waits for the results of the Rate/SDC study.

Professional services also include \$1,000,000 in design fees for a new storage tank at the Water Treatment Plant (WTP). Currently, there is a 5-million-gallon storage tank at the WTP that was built when the plant was constructed in the 1940s and is not seismically sufficient. Additionally, the City needs more in-City storage as the City continues to grow. The goal is to eventually have at least two 5-million-gallon storage tanks at the WTP. The actual size of the storage tanks will be determined during design. The total projected cost of each tank is \$15-\$20 million dollars.

Construction projects include: \$137,500 for the Water Fund's portion of the covered storage previously mentioned and relocation of the Martin Road waterline and \$570,000 for design to expand the Public Works facility on 23rd Street. The current building has insufficient office, break, and public space to meet the needs of staff and customers. At this time, the plan is to do the design work, including construction costs, and then consider how it could be funded. Staff will be providing more information to the Council at a presentation at a future Council meeting.

Water SDC Fund: For 2023-24, this fund is budgeting: 1) \$40,000 in Professional Services to pay for the SDC portion of the Water Rate and SDC Study; 2) \$270,000 to pay for design of the Watercrest Drive and David Hill pump stations. The current pump station needs to be replaced and capacity increased. The construction of the pump stations will be proposed in a future budget year. Construction projects include: 1) \$100,000 to upsize the Martin Road waterline as it is being relocated during the Martin Road and Highway 47 project; 2) \$1,200,000 to construct the emergency intertie to the 72-inch Joint Water Commission (JWC) waterline; and 3) \$2,500,000 in undesignated funds for other projects that may arise or if additional funding is needed for design work for the large projects under design during the upcoming fiscal year.

SWM Fund: Professional services include \$100,000 for the Surface Water Master Plan update. The first part of this update will focus on the SWM needs for the David Hill urban growth and urban reserve areas so the City can determine a cost to develop the SWM infrastructure needed in that area.

SWM SDC Fund: Professional services include \$100,000 for the SWM Master Plan update. The SWM and the SWM SDC Funds each pay for the one-half of the costs of the study.

Street Fund: The ARTS Signal Illumination and Pedestrian Signal Head Replacement project for \$46,000 is being carried over from the current fiscal year. The improvement planned for Mountain View Lane as part of the Safe Routes to School grant is being deleted as the costs of complying with railroad requirements made the project financially infeasible. Staff plans to prepare a new grant that would cover the increased costs associated with the project. Street overlays are proposed to increase 10% to \$1.1 million. This includes ADA curb ramp improvements associated with the overlay projects that are not arterials or collector streets. The streets that will receive overlays are identified using the City's Pavement Condition Index (PCI) survey which measures pavement condition and is used to prioritize repairs. Professional Services includes \$40,000 for contract striping as ODOT will no longer do the striping. Streetlight Fee revenue and related expenditures were moved to the Street Fund from the Light & Power Fund to comply with the City ordinance that requires Streetlight revenue to be recorded in the Street Fund.

Traffic Impact Fee (TIF) and Transportation Development Tax (TDT) Funds: The TIF Fund is the predecessor to the (TDT) Fund and once expended, will no longer exist. All TIF Funds will be expended in the current fiscal year. The TDT fund will continue.

The TDT Fund includes the following proposed funding: 1) \$3,521,754 for the reconstruction of 26th Street from Sunset Drive to Hawthorne Street which will be released for bid in the near future now that the needed ROW has been purchased; 2) \$740,000 for the Martin Road/Highway 47 intersection that the City has agreed to participate in funding with construction of the roundabout expected to be completed this summer; and 3) \$500,000 in funding is included for ADA curb ramp improvements as part of street overlay projects and the intersections that are located on arterial or collector streets. Arterial and collector street improvements can be funded by TDT funds.

SPECIAL REVENUE FUNDS

Building Permits Fund: This fund is fully funded by revenues generated by building permits fees and has a healthy reserves balance to allow the City to not make immediate changes if building activity begins to slow. Building permits slowed during the current fiscal year but have started to rebound. There are some large projects, such as the new school in Cornelius and a few large multi-family housing projects, that are expected to be permitted in FY 2023-24. Additionally, there is some expected industrial development in both cities.

The Building Permits Fund is projected to have approximately \$2.5 million in reserves on July 1, 2023 which is equal to about eighteen months of current operating expenses. As previously discussed, the Building Permits Fund is proposing to delete one of its two vacant building inspector positions based on projected permit load in the coming fiscal year. There will still be a vacant building inspector position available if inspection activity increases.

Facility Major Maintenance Fund: This fund was established in FY 2010-11 to accumulate funds for major maintenance on General Fund facilities which will be required in the near future and do not have a dedicated funding source. Funding has come from transfers of one-time excess revenue in the General Fund. Staff is proposing a \$200,000 transfer from the General Fund to the Facility Major Maintenance Fund.

The specific projects budgeted in FY 2023-24 include: 1) \$61,000 for various maintenance projects at the Aquatic Center; 2) \$24,000 to replace the fence at Thatcher Park that runs along Thatcher Road; and \$24,000 for repairs to the asphalt trail in Bard Park.

Tourism Lodging Tax (TLT) Fund: The TLT has been charging a TLT since January 1, 2018, when the Council approved a 2.5% city-wide TLT. Revenue in the current fiscal year will be the highest since the TLT was implemented. By Council resolution, Twenty-four percent of TLT revenue is set-aside for Capital Projects and the City charges this fund 6% of revenue received for administrative services. If no capital projects are incurred in FY 2023-24, this fund will have approximately \$183,000 set aside for capital projects on June 30, 2024.

The budget has been proposed with the assumption that how tourism services are currently provided will continue. The City's contract with the Chamber of Commerce has expired so the City will be issuing a request for proposal (RFP) for tourism services this month. It is standard practice to issue an RFP to evaluate potential vendors when current contracts expire.

Trail System Fund: This fund receives payments from Waste Management (WM) when WM's rate of return exceeds a certain amount. As of July 1, 2023, this fund will have \$83,367 in accumulated funds. For FY 2023-24, the City is considering purchasing a small Bobcat with accessories that will allow for trail maintenance on trails where larger equipment is not functional. The accessories will include an angle broom, dirt bucket, and a bolt-on cutting edge. The estimated cost is \$65,000.

Community Enhancement Fund: This fund receives revenue from a \$1.00 per ton fee charged by Metro on waste disposed of at the Forest Grove Transfer Station. The City expects to receive \$70,000 in funding in the coming fiscal year and will have approximately \$28,410 in accumulated funds at June 30, 2023.

Expenditures proposed include \$60,000 in Community Enhancement Program (CEP) grants including a new three-year \$30,000 per year Community Impact Grant and three one-year \$10,000 CEP grants. Also included is a \$26,118 transfer to the General Fund for recreation program scholarships funded in a previous CEP grant award and \$4,200 transfer to the General Fund for administrative services. There will be \$17,349 in funds available that have not been allocated.

American Rescue Plan Fund: The City will have an estimated \$2,159,773 in unspent ARPA funds at June 30, 2023. These funds have to be expended by December 31, 2024, or any remaining funds will be returned to the US Treasury. Most of the funds have been targeted for specific projects in prior budgets which are underway. Some funds have been re-allocated to other projects as some projects are completed and funds are available from those completed projects.

In Professional Services, the following projects are proposed:

- \$35,000 for cleaning up the City’s park land by the AT Smith House.
- \$120,000 for a redo of the City’s branding, the City’s website, and the Economic Development website. This will not be an update but will be a re-design of the web sites. Staff is obtaining pricing for the website redesign.
- \$65,000 for a City-wide fee study including a methodology of determining fees for recreation programs as the programs are developed.
- \$65,000 for a review of ADA accessibility for City-owned facilities. An RFP for this project will be issued in July 2023.
- \$101,604 for an Economic Opportunity Analysis update and commencing the Forest Grove 2040 Plan.
- \$30,000 for an update of the City’s Emergency Operations Plan.
- \$160,000 to convert the City’s geographic information system (GIS) from the current software version to the software version that will be supported by the City’s GIS vendor. As of March 1, 2024, the vendor will no longer do security patches and updates to the current version of software that the City uses.
- \$15,000 to continue digitizing City records and the shredding of the paper records after they are placed in permanent digital storage.
- \$30,000 to complete the recruitment for a new Police Chief.

In the Grant Expenditures line item, \$50,000 is budgeted for rent expense for the Forest Grove Foundation which was approved a part of the first year ARP funding. The rent payment stops at the end of April 2024.

The following capital outlay projects are being carried-over from the current fiscal year:

- \$170,000 to move the Library teen area and build a mostly glass partition to enclose the area. The Library Foundation has committed \$54,000 to purchase shelving and furniture for the teen area. This project is in design.
- \$250,000 to remodel the Library restrooms. The plan is to convert the restrooms to single-use restrooms. This project is in design.
- \$236,994 to complete the City’s fiber loop project. Quotes for portions of this project are being obtained. Light and Power staff will install the fiber optic cable.
- \$65,000 in ADA improvements. Spending for these funds will wait until completion of the proposed ADA facility study.

Transfers to the General Fund include: 1) \$90,000 for the Communication and Programs Assistant; 2) \$116,000 for the Police Officer to be assigned to the County Mental Health Response Team (Team); 3) \$20,000 for part of a mental health specialist for the Team; and 4) \$135,000 for the summer recreation program.

INTERNAL SERVICE FUNDS

Equipment Fund: This fund accounts for the purchase and maintenance of vehicles and related equipment for the General and Public Works Funds. These funds are charged for operating expenses and replacement charges based on the expected useful life of each vehicle. Fire and L&P vehicles and apparatus are accounted for separately due to their fund sources. Several vehicles and other equipment are planned for replacement in FY 2023-24. Staff will detail the vehicle and equipment at the second budget committee meeting. Several vehicles are being carried over from the current fiscal year as the City is waiting for delivery dates or manufacture dates.

A major project that is underway is the replacement of the underground fuel storage tanks located at the Public Works facility. This bid for this project was \$602,000 and is expected to be completed in the fall of 2023.

Six police vehicle are budgeted to be replaced in FY 2023-24. Four of those vehicles were budgeted to be replaced last year but the City is still waiting for delivery dates. The two new vehicles are replacements for patrol vehicle and the CSO/Evidence vehicle. Most of the new police vehicles are hybrids to aid in the City's environmental efforts.

Public Works vehicles scheduled to be replaced are a pick-up truck for the PW crew, two larger trucks that will be used as small dump trucks, a pick-up truck for the Parks crew that was discussed earlier, and a new large mower for the Parks Department.

Fire Equipment Replacement Fund (FERF): The major sources of funding are transfers from the CIP Excise Tax Fund and funds from the Forest Grove Rural Fire Protection District, which is responsible for fifty percent (50%) of this fund's expenses. In FY 2023-24, the budget includes two pick-up trucks that are being carried-over from the current budget year. The vehicles have been ordered and the City is waiting for them to be delivered. The City has applied for federal grants to replace portable radios. If the grant is not received, FERF funds may be used to purchase these radios as they need to be replaced due to age and frequency compatibility issues. Staff will review using FERF funds if the grant is not received.

Risk Management Fund: This fund pays for the property/liability insurance and workers compensation insurance premiums and is funded by charges to other funds. The costs in this fund continue to increase as insurance premiums have continued to rise.

CAPITAL PROJECTS FUNDS

Parks SDC Fund: This fund receives its revenue from a fee collected at the time a building permit is issued. The proposed budget contains the following professional services; 2) \$80,000 for community engagement and design for the eastside park to be located on the 19th Avenue site; and 2) \$375,000

for a concept plan of the Forest Grove Loop Trail Master Plan and Kyle Park including construction documents for Kyle Park. The concept plan is being partially funded by a \$200,000 grant from Metro.

Construction Projects include: 1) \$1.9 million in funding to construct improvements at Stites Park partially funded by \$1.4 million in Metro Parks bond funding; 2) \$100,000 to build a small 3-bay storage building at Thatcher Park; 3) \$250,000 to replace and expand the play structure at Hazel Sills Park; and 4) \$50,000 to replace the main pool slide with a larger slide that allows more use.

Capital Projects Fund: The only budgeted activity for FY 2023-24 is the receipt of the principal and interest for the loan made to the Urban Renewal Fund and the principal and interest payments to repay the entire interfund loan balance to the Water SDC Fund.

CIP Excise Tax Fund: This fund accounts for the Capital Improvements Excise Tax charged on the utility bills to utility accounts located within the City limits. By City ordinance, ninety percent of the revenue collected goes to public safety projects with the remaining portion going to general projects. For FY 2023-24, \$194,000 will be transferred to the Fire Equipment Replacement Fund for the purchase of fire apparatus, and \$159,660 will be transferred to the Equipment Fund to pay for the purchase of police vehicles.

Other proposed public safety purchases include: 1) \$38,600 for various medical equipment which the FGRFPD will pay for 50% of the costs; 2) \$6,600 for two additional body-worn cameras; and 3) \$7,000 for a drone with infrared capabilities. General projects purchases include funds to replace the table and chairs in the Community Auditorium with furniture that is easier to move and store. The city will surplus the existing chairs and use any proceeds for the new furniture.

CONCLUSION:

In conclusion, as in previous years, the adoption of the proposed budget for FY 2023-24 will allow the City to sustainably maintain and enhance Forest Grove’s services in some areas. The current inflationary environment is putting pressure on funding for City services. The ARPA funding from the federal government helped the City to fund some projects that would have been difficult to fund using only City resources.

I’ll close by expressing my appreciation to the Budget Committee, the City Council, the Department Directors and staff for their leadership in responsibly managing and guiding the use of Forest Grove’s resources. The City has an ethos and value of responsible and sustainable financial stewardship that permeates the budget and decision-making process. In keeping with our values of financial stewardship; community engagement; and equity, diversity, and inclusion; I’m pleased to report the financial health of the city is stable and well-poised for an unpredictable national financial picture. I would like to also thank Paul Downey, Assistant City Manager/Finance Director, whose tireless efforts have provided Forest Grove with a stable and resilient budget that provides for today, considers tomorrow, and assures a high level of public trust and accountability. Thank you for the opportunity to present the budget and please do not hesitate to comment.

Jesse VanderZanden, City Manager

Paul Downey, Assistant City Manager/Finance Director

Council Goals

Adopted 2023-24

FOREST GROVE CITY COUNCIL 2023 GOALS + OBJECTIVES



GOAL 1 | SUPPORT HOUSING STABILITY

OUTCOMES

- Dedicated affordable housing
- Homeless policies to address needs for service and community concerns

OBJECTIVES	DEPARTMENT	TIMELINE	BOARDS + COMMISSIONS
1.1 Complete evaluation of the Housing Needs Analysis recommendations to incentivize affordable housing.	Community Development	1 Year	TBD
1.2 Develop polices and activate partner services that will address homeless services (i.e., time, place, and manner ordinances).	Administration	1 Year	TBD
1.3 Engage the State, Washington County and Metro on affordable housing policies for non-entitlement cities to better define how their services can support Forest Grove's affordable housing needs.	Community Development	1 Year	TBD
1.4 Review the Governor's budget allocations to support housing challenges and how they may address the City's housing and homelessness service needs.	Community Development	1 Year	TBD

GOAL 2 | PLAN AN INCLUSIVE + SUSTAINABLE COMMUNITY

OUTCOMES

- Updated governance policies to meet current community needs
- Robust business community
- Community growth and enhancement that consider the needs of the diverse community

OBJECTIVES	DEPARTMENT	TIMELINE	BOARDS + COMMISSIONS
2.1 Explore how the City can be carbon neutral by 2050.	Administration	2 Year	TBD
2.2 Review, approve, and operationalize the DEI plan.	Administration	2 Year	TBD
2.3 Develop a "Forest Grove 2040" quality of life plan.	Community Development	2 Year	TBD
2.4 Solicit input and advise the Council on whether to implement a Main Street program.	Economic Development	2 Year	TBD
2.5 Update the Economic Opportunities Analysis with an emphasis on outreach to all commercial businesses.	Economic Development	1 Year	TBD
2.6 Complete the City Charter review process.	Administration	1 Year	TBD
2.7 Develop a list of alternate mobility and transit options to prioritize for future implementation.	Engineering	2 Year	TBD
2.8 Develop policy for properties purchased by the Urban Renewal Agency.	Community Development	1 Year	TBD

FOREST GROVE CITY COUNCIL
2023 GOALS + OBJECTIVES



GOAL 3 | IMPROVE COMMUNITY SAFETY

OUTCOMES

- Increased public safety
- Plans that support consistent community safety services that align with projected City growth

OBJECTIVES	DEPARTMENT	TIMELINE	BOARDS + COMMISSIONS
3.1 Examine drug use trends locally and nationally and develop outreach and education.	Police	1 Year	TBD
3.2 Conduct Police of Chief recruitment.	Administration	1 Year	TBD
3.3 Make a recommendation regarding fire district governance.	Fire	2 Year	TBD
3.4 Complete alternatives analysis for a northern fire station and select a preferred alternative fire station.	Fire	1 Year	TBD
3.5 Update and approve the Emergency Operations Plan.	Fire	1 Year	TBD
3.6 Research time, place and manner regulations for drone use within city limits.	Community Development	1 Year	TBD

GOAL 4 | EXPAND RECREATION OPPORTUNITIES

OUTCOMES

- Expanded recreation opportunities.
- Increase livability for a happy and healthy community.

OBJECTIVES	DEPARTMENT	TIMELINE	BOARDS + COMMISSIONS
4.1 Complete partition in Library.	Library	1 Year	TBD
4.2 Council approval of Eastside Park Plan.	Parks and Recreation	2 Year	TBD
4.3 Build recreation program and align staffing to support the services.	Parks and Recreation	2 Year	TBD
4.4 Develop a master plan for Forest Grove Loop Trail and develop Kyle Park.	Parks and Recreation	1 Year	TBD
4.5 Develop Stites Park and Community Garden.	Parks and Recreation	1 Year	TBD



Revenue Summary by Fund

Adopted 2023-24

Total General Fund

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$23,852,819	\$24,786,578	\$26,402,534	\$27,686,856	\$27,686,857	\$27,686,857
Municipal Court	\$454,258	\$526,543	\$447,634	\$466,761	\$466,761	\$466,761
Library	\$918,368	\$944,728	\$978,827	\$978,824	\$978,824	\$978,824
Parks	\$161,696	\$561,790	\$547,555	\$590,218	\$590,218	\$590,218
Public Safety	\$1,782,468	\$1,528,505	\$1,641,311	\$1,768,100	\$1,768,100	\$1,768,100
Community Development	\$219,257	\$242,408	\$213,493	\$210,027	\$210,027	\$210,027
Publics Works	\$968,723	\$1,019,580	\$982,601	\$977,038	\$977,038	\$977,038
TOTAL	\$28,357,589	\$29,610,133	\$31,213,955	\$32,677,824	\$32,677,825	\$32,677,825

Enterprise Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Light & Power Fund	\$27,401,039	\$28,573,259	\$27,028,268	\$31,392,385	\$31,392,385	\$31,392,385
Sewer Fund	\$5,618,653	\$6,040,258	\$5,754,363	\$6,800,129	\$6,800,129	\$6,800,129
Sewer SDC Fund	\$1,291,557	\$1,773,847	\$1,863,101	\$1,844,339	\$1,844,339	\$1,844,339
Water Fund	\$19,306,419	\$20,701,645	\$21,782,894	\$21,947,362	\$21,947,362	\$21,947,362
Water SDC Fund	\$7,402,807	\$8,741,888	\$8,298,702	\$9,650,809	\$9,650,809	\$9,650,809
Surface Water Mgmt Fund	\$2,160,898	\$2,421,195	\$2,409,580	\$2,922,169	\$2,922,169	\$2,922,169
SWM SDC Fund	\$449,596	\$566,466	\$589,944	\$635,920	\$635,920	\$635,920
TOTAL	\$63,630,968	\$68,818,558	\$67,726,852	\$75,193,113	\$75,193,113	\$75,193,113

Special Revenue Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Building Permits Fund	\$5,653,768	\$6,892,213	\$4,153,212	\$4,020,620	\$4,020,620	\$4,020,620
Street Fund	\$4,209,232	\$4,819,234	\$4,707,185	\$5,801,645	\$5,801,645	\$5,801,645
Street Tree Fund	\$59,549	\$101,493	\$87,357	\$87,357	\$87,357	\$87,357
Trail System Fund	\$37,866	\$48,627	\$48,627	\$83,267	\$83,267	\$83,267
Transportation Services Fund	\$105,137	\$227,014	\$450,000	\$350,000	\$350,000	\$350,000
Community Enhancement Fund	\$135,169	\$85,061	\$73,818	\$107,667	\$107,667	\$107,667
Public Arts Fund	\$20,384	\$17,487	\$20,672	\$19,457	\$19,457	\$19,457
City Transient Lodging TaxFund	\$230,030	\$270,462	\$295,351	\$368,247	\$368,247	\$368,247
Facility Mjr Maintenance Fund	\$1,871,406	\$2,014,447	\$2,426,883	\$1,256,302	\$1,256,302	\$1,256,302
Library Endowment Fund	\$55,502	\$82,664	\$79,783	\$42,907	\$42,907	\$42,907
American Rescue Plan Fund	\$0	\$2,845,908	\$5,173,832	\$2,159,773	\$2,159,773	\$2,159,773
TOTAL	\$12,378,043	\$17,404,611	\$17,516,720	\$14,297,242	\$14,297,242	\$14,297,242

Internal Services

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$2,121,427	\$2,255,400	\$2,340,061	\$2,539,027	\$2,539,027	\$2,539,027
Public Safety	\$546,640	\$584,413	\$1,358,318	\$601,861	\$601,861	\$601,861
Publics Works	\$2,818,244	\$3,193,747	\$3,288,521	\$4,062,243	\$4,062,243	\$4,062,243
TOTAL	\$5,486,311	\$6,033,560	\$6,986,900	\$7,203,131	\$7,203,131	\$7,203,131

Capital Projects

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$4,571,278	\$5,207,234	\$6,669,467	\$1,569,190	\$1,595,490	\$1,595,490
Parks	\$4,386,188	\$5,874,736	\$6,823,950	\$7,496,799	\$7,496,799	\$7,496,799
Publics Works	\$15,341,963	\$18,376,762	\$17,539,347	\$17,198,314	\$17,198,314	\$17,198,314
TOTAL	\$24,299,429	\$29,458,732	\$31,032,764	\$26,264,303	\$26,290,603	\$26,290,603

Total - All Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
General	\$28,357,589	\$29,610,133	\$31,213,955	\$32,677,824	\$32,677,825	\$32,677,825
Enterprise	\$63,630,968	\$68,818,558	\$67,726,852	\$75,193,113	\$75,193,113	\$75,193,113
Special Revenue	\$12,378,043	\$17,404,611	\$17,516,720	\$14,297,242	\$14,297,242	\$14,297,242
Internal Service	\$5,486,311	\$6,033,560	\$6,986,900	\$7,203,131	\$7,203,131	\$7,203,131
Capital Projects	\$24,299,429	\$29,458,732	\$31,032,764	\$26,264,303	\$26,290,603	\$26,290,603
TOTAL	\$134,152,340	\$151,325,594	\$154,477,191	\$155,635,613	\$155,661,914	\$155,661,914



Expenditure Summary by Fund

Adopted 2023-24

General Fund

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$4,218,000	\$4,388,647	\$12,804,881	\$12,655,217	\$12,655,217	\$12,701,983
Community Development	\$622,871	\$517,898	\$613,499	\$623,901	\$623,901	\$627,500
Library	\$1,304,581	\$1,327,392	\$1,504,211	\$1,601,644	\$1,601,644	\$1,612,590
Municipal Court	\$363,550	\$412,115	\$427,068	\$436,527	\$436,527	\$439,791
Parks	\$1,370,635	\$1,641,980	\$1,815,063	\$2,156,217	\$2,156,217	\$2,163,053
Public Safety	\$11,569,516	\$11,591,240	\$13,033,198	\$14,188,472	\$14,188,472	\$14,109,708
Publics Works	\$986,045	\$992,303	\$1,016,035	\$1,015,847	\$1,015,847	\$1,023,200
TOTAL	\$20,435,197	\$20,871,575	\$31,213,955	\$32,677,825	\$32,677,825	\$32,677,825

Enterprise Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Light & Power	\$22,059,057	\$23,067,129	\$27,028,268	\$31,392,385	\$31,392,385	\$31,392,385
Publics Works	\$8,029,337	\$8,343,020	\$40,698,584	\$43,800,728	\$43,800,728	\$43,800,728
TOTAL	\$30,088,394	\$31,410,149	\$67,726,852	\$75,193,113	\$75,193,113	\$75,193,113

Special Revenue Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$380,593	\$1,780,786	\$8,440,556	\$4,261,446	\$4,261,446	\$4,261,446
Library	\$0	\$3,000	\$79,783	\$42,907	\$42,907	\$42,907
Parks	\$0	\$0	\$48,627	\$83,267	\$83,267	\$83,267
Community Development	\$1,257,451	\$4,347,684	\$4,240,569	\$4,107,977	\$4,107,977	\$4,107,977
Publics Works	\$1,989,265	\$1,853,192	\$4,707,185	\$5,801,645	\$5,801,645	\$5,801,645
TOTAL	\$3,627,309	\$7,984,663	\$17,516,720	\$14,297,242	\$14,297,242	\$14,297,242

Internal Service Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$1,194,662	\$1,294,251	\$2,340,060	\$2,539,027	\$2,539,027	\$2,539,027
Public Safety	\$178,118	\$951	\$1,358,318	\$601,861	\$601,861	\$601,861
Publics Works	\$832,071	\$887,348	\$3,288,521	\$4,062,243	\$4,062,243	\$4,062,243
TOTAL	\$2,204,852	\$2,182,550	\$6,986,899	\$7,203,131	\$7,203,131	\$7,203,131

Capital Projects Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Administration	\$3,845,168	\$1,881,364	\$6,669,467	\$1,569,190	\$1,595,490	\$1,595,490
Parks	\$1,110,884	\$886,281	\$6,823,950	\$7,496,799	\$7,496,799	\$7,496,799
Publics Works	\$511,483	\$1,380,477	\$17,539,347	\$17,198,314	\$17,198,314	\$17,198,314
TOTAL	\$5,467,535	\$4,148,122	\$31,032,764	\$26,264,303	\$26,290,603	\$26,290,603

Total - All Funds

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
General	\$20,435,197	\$20,871,575	\$31,213,955	\$32,677,825	\$32,677,825	\$32,677,825
Enterprise	\$30,088,394	\$31,410,149	\$67,726,852	\$75,193,113	\$75,193,113	\$75,193,113
Special Revenue	\$3,627,309	\$7,984,663	\$17,516,720	\$14,297,242	\$14,297,242	\$14,297,242
Internal Service	\$2,204,852	\$2,182,550	\$6,986,899	\$7,203,131	\$7,203,131	\$7,203,131
Capital Projects	\$5,467,535	\$4,148,122	\$31,032,764	\$26,264,303	\$26,290,603	\$26,290,603
TOTAL	\$61,823,287	\$66,597,058	\$154,477,190	\$155,635,613	\$155,661,914	\$155,661,914

This page intentionally left blank

Personnel Requirements Summary

<u>DEPARTMENT</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>
Legislative & Executive	3.000	3.000	3.000	3.000
Administrative Services	20.250	20.250	22.375	22.625
Municipal Court	2.000	2.000	2.000	2.000
Library	12.325	12.325	12.325	12.125
Aquatics	10.025	10.025	8.380	8.380
Parks	6.000	6.500	6.740	6.530
Recreation	0.000	0.000	.740	2.41
Police	37.000	38.000	38.000	38.000
Fire	24.000	24.000	25.000	25.000
Planning	2.700	2.700	2.975	2.800
Economic Development	0.000	0.000	1.000*	1.000*
Building	5.800	6.300	7.200	6.200
Engineering	6.300	6.300	5.500	5.500
Light & Power	23.660	23.660	23.800	23.800
Public Works	23.340	23.340	23.200	24.200
Sewer	3.190	2.390	2.370	2.490
Water	9.410	9.460	9.320	9.680
SWM	4.940	5.290	5.340	5.660
Street	3.400	3.800	3.770	3.970
Equipment	2.400	2.400	2.400	2.400
TOTAL PERSONNEL	176.400	178.400	182.235	183.570

*Previously in Light & Power

This page intentionally left blank



General Fund Resources Summary

Adopted 2023-24

GF Resources Summary

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Local Taxes	\$10,744,952	\$11,379,359	\$11,905,540	\$13,247,640	\$13,247,640	\$13,247,640
Intergovernmental Revenue	\$3,335,935	\$2,746,745	\$2,797,568	\$2,969,962	\$2,969,962	\$2,969,962
Grants	\$38,087	\$134,892	\$68,000	\$10,500	\$10,500	\$10,500
Charges for Services	\$4,433,673	\$4,951,850	\$5,426,863	\$5,549,135	\$5,549,135	\$5,549,135
Miscellaneous Revenue	\$241,736	\$109,761	\$114,600	\$175,100	\$175,100	\$175,100
Licenses, Permits, & Fees	\$202,502	\$256,675	\$176,325	\$163,695	\$163,695	\$163,695
Fines	\$475,960	\$541,955	\$466,084	\$487,961	\$487,961	\$487,961
Transfers	\$1,553,220	\$1,566,087	\$1,896,281	\$2,132,361	\$2,132,361	\$2,132,361
Fund Balance Available	\$7,331,524	\$7,922,809	\$8,362,694	\$7,941,470	\$7,941,471	\$7,941,471
TOTAL	\$28,357,589	\$29,610,133	\$31,213,955	\$32,677,824	\$32,677,825	\$32,677,825

GF Revenues Summary - Expanded

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Local Taxes						
Property Taxes	\$6,893,214	\$7,263,187	\$7,592,570	\$8,029,921	\$8,029,921	\$8,029,921
Local Option Levy	\$2,849,762	\$3,009,946	\$3,178,970	\$4,070,719	\$4,070,719	\$4,070,719
Property Tax Prior Years	\$123,114	\$133,023	\$142,000	\$140,000	\$140,000	\$140,000
City Marijuana Tax	\$194,262	\$189,371	\$212,000	\$150,000	\$150,000	\$150,000
Franchise Tax	\$597,365	\$669,604	\$665,000	\$725,000	\$725,000	\$725,000
Transient Room Tax	\$87,234	\$114,228	\$115,000	\$132,000	\$132,000	\$132,000
LOCAL TAXES TOTAL	\$10,744,952	\$11,379,359	\$11,905,540	\$13,247,640	\$13,247,640	\$13,247,640
Intergovernmental Revenue						
Alcoholic Beverages	\$482,016	\$490,443	\$480,229	\$523,609	\$523,609	\$523,609
Cigarette	\$24,125	\$21,838	\$19,682	\$19,572	\$19,572	\$19,572
State Revenue Sharing	\$318,665	\$323,943	\$335,000	\$345,850	\$345,850	\$345,850
Cares Act Relief Payment	\$30,517	\$0	\$0	\$0	\$0	\$0
CARES Reimb. - Washington County	\$473,393	\$0	\$0	\$0	\$0	\$0
W.C.C.L.S.	\$902,750	\$929,832	\$957,727	\$967,304	\$967,304	\$967,304
Rural Fire District	\$597,774	\$623,934	\$741,516	\$857,616	\$857,616	\$857,616
Fire SAFER Grant	\$36,064	\$34,317	\$34,000	\$0	\$0	\$0
Metro Construction Excise Tax	\$1,856	\$5,525	\$3,500	\$1,900	\$1,900	\$1,900
St Fire Conflagration Reimb	\$238,345	\$112,297	\$0	\$0	\$0	\$0
Pymt FG Urban Renewal Agency	\$9,888	\$33,600	\$88,205	\$113,488	\$113,488	\$113,488
SD15 Construction Excise Tax	\$8,615	\$22,787	\$10,000	\$8,000	\$8,000	\$8,000
State Marijuana Tax	\$98,108	\$45,816	\$45,500	\$45,500	\$45,500	\$45,500
Fire Chief Reimbursement	\$113,821	\$102,413	\$82,209	\$87,123	\$87,123	\$87,123
INTERGOVERNMENTAL REVENUE TOTAL	\$3,335,935	\$2,746,745	\$2,797,568	\$2,969,962	\$2,969,962	\$2,969,962
Grants						
LCDC Grant	\$26,000	\$0	\$0	\$0	\$0	\$0

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Homeland Security Grant	\$0	\$0	\$35,000	\$0	\$0	\$0
Bulletproof Vest Grant	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
DEC/DUII Police Grant	\$0	\$123	\$3,000	\$3,000	\$3,000	\$3,000
SHPO Grant	\$0	\$0	\$12,000	\$0	\$0	\$0
Public Library Support Grant	\$10,165	\$7,698	\$5,500	\$5,000	\$5,000	\$5,000
Metro Cleanup Grant	\$1,922	\$0	\$0	\$0	\$0	\$0
Summer Recreation Program	\$0	\$127,071	\$10,000	\$0	\$0	\$0
GRANTS TOTAL	\$38,087	\$134,892	\$68,000	\$10,500	\$10,500	\$10,500
Charges for Services						
Swimming Pool	\$54,574	\$301,103	\$375,000	\$380,000	\$380,000	\$380,000
Parks Facility Rental Fees	\$271	\$32,694	\$40,000	\$25,000	\$25,000	\$25,000
Merchandise Sales	\$1,558	\$3,344	\$5,000	\$3,000	\$3,000	\$3,000
WCCLS Collection Agency Charge	\$10	\$0	\$0	\$0	\$0	\$0
Code Enforcement Revenue	\$201	\$0	\$0	\$0	\$0	\$0
Library Charges	\$358	\$2,935	\$1,250	\$2,500	\$2,500	\$2,500
Lien Searches	\$18,000	\$20,518	\$17,000	\$15,000	\$15,000	\$15,000
Print Fees	\$123	\$363	\$1,250	\$1,000	\$1,000	\$1,000
Copy Service	\$4,943	\$6,904	\$2,800	\$5,420	\$5,420	\$5,420
General Fund Admin Serv (6370)	\$4,307,727	\$4,482,246	\$4,904,865	\$5,033,017	\$5,033,017	\$5,033,017
Reserved Parking	\$312	\$603	\$1,248	\$1,248	\$1,248	\$1,248
New Account Set-Up Fee	\$28,223	\$26,134	\$25,000	\$28,000	\$28,000	\$28,000
Door Hanger Fee	\$3,905	\$39,462	\$32,000	\$33,000	\$33,000	\$33,000
Online Phone Pymt Conven Fee	\$270	\$60	\$50	\$50	\$50	\$50
Failed Payment Arrangement Fee	\$250	\$3,975	\$4,000	\$2,500	\$2,500	\$2,500
UT Account Transfer Fees	\$3,454	\$2,937	\$3,200	\$3,200	\$3,200	\$3,200
Rental Income	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000
Bond Issuance Fees	\$0	\$4,000	\$0	\$0	\$0	\$0
Transport Revenue	\$5,734	\$15,570	\$6,000	\$8,000	\$8,000	\$8,000
CPR Training Revenue	\$3,760	\$9,000	\$7,200	\$7,200	\$7,200	\$7,200
CHARGES FOR SERVICES TOTAL	\$4,433,673	\$4,951,850	\$5,426,863	\$5,549,135	\$5,549,135	\$5,549,135
Miscellaneous Revenue						
Interest	\$126,470	\$53,255	\$106,000	\$161,000	\$161,000	\$161,000
Enterprise Zone Fees	\$51,871	\$0	\$0	\$0	\$0	\$0
Unrestricted Donations	\$7,946	\$76	\$100	\$100	\$100	\$100
Donations	\$50	\$0	\$1,100	\$1,100	\$1,100	\$1,100
Restricted Library Memorials	\$0	\$3,070	\$1,000	\$1,000	\$1,000	\$1,000
Miscellaneous Revenue	\$28,205	\$11,547	\$2,500	\$7,900	\$7,900	\$7,900
Reimbursements	\$27,195	\$40,233	\$3,900	\$4,000	\$4,000	\$4,000
Overtime Reimbursement	\$0	\$1,580	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE TOTAL	\$241,736	\$109,761	\$114,600	\$175,100	\$175,100	\$175,100
Licenses, Permits, & Fees						
Liquor Licenses	\$2,403	\$2,726	\$2,500	\$2,500	\$2,500	\$2,500
Police Permits	\$171	\$373	\$500	\$1,300	\$1,300	\$1,300
Metro Business License	\$19,694	\$34,535	\$18,000	\$26,000	\$26,000	\$26,000
Business License	\$48,166	\$49,853	\$48,000	\$48,000	\$48,000	\$48,000
Misc-Licenses-Permits & Fees	\$6,306	\$2,865	\$2,000	\$2,520	\$2,520	\$2,520
Planning Fees	\$93,497	\$100,765	\$75,000	\$68,000	\$68,000	\$68,000
Engineering Inspection Fees	\$31,754	\$65,382	\$30,000	\$15,000	\$15,000	\$15,000
Impound Fees	\$402	\$0	\$200	\$250	\$250	\$250
Recording Fees	\$109	\$176	\$125	\$125	\$125	\$125
LICENSES, PERMITS, & FEES TOTAL	\$202,502	\$256,675	\$176,325	\$163,695	\$163,695	\$163,695
Fines						
State Court Fines	\$37,648	\$33,638	\$31,000	\$31,000	\$31,000	\$31,000
Parking Fines (PK)	\$22,245	\$49,658	\$23,125	\$29,320	\$29,320	\$29,320
Immobilization Fees	\$1,206	\$1,794	\$250	\$3,000	\$3,000	\$3,000
Traffic Fines (TR)	\$322,150	\$338,346	\$306,284	\$314,346	\$314,346	\$314,346
Cornelius Court Revenue	\$85,304	\$115,648	\$99,245	\$107,840	\$107,840	\$107,840
PD Ordinance Fines	\$1,035	\$860	\$2,580	\$1,655	\$1,655	\$1,655
Marijuana Fines/Fees (ML)	\$1,713	\$1,440	\$2,150	\$425	\$425	\$425
Minor in Poss Fines/Fees (MP)	\$1,344	\$570	\$1,450	\$375	\$375	\$375
Library Late Fines	\$3,315	\$1	\$0	\$0	\$0	\$0

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
FINES TOTAL	\$475,960	\$541,955	\$466,084	\$487,961	\$487,961	\$487,961
Transfers						
In-Lieu of Tax	\$1,445,882	\$1,416,130	\$1,521,218	\$1,645,713	\$1,645,713	\$1,645,713
Transfer from Other Funds	\$107,338	\$149,957	\$375,063	\$486,648	\$486,648	\$486,648
TRANSFERS TOTAL	\$1,553,220	\$1,566,087	\$1,896,281	\$2,132,361	\$2,132,361	\$2,132,361
Fund Balance Available						
Fund Bal Avail. for Approp.	\$7,331,524	\$7,022,809	\$8,362,694	\$7,941,470	\$7,941,471	\$7,941,471
Restricted Fund Balance	\$0	\$900,000	\$0	\$0	\$0	\$0
FUND BALANCE AVAILABLE TOTAL	\$7,331,524	\$7,922,809	\$8,362,694	\$7,941,470	\$7,941,471	\$7,941,471
TOTAL	\$28,357,589	\$29,610,133	\$31,213,955	\$32,677,824	\$32,677,825	\$32,677,825

Legislative and Executive

General Fund



MISSION STATEMENT

Work closely with the City Council and Mayor to provide effective, responsible and collaborative leadership in pursuing and implementing the goals, priorities and policies established by the Mayor and City Council.

DEPARTMENT OVERVIEW

The Legislative and Executive (L&E) budget includes financial support for the Forest Grove City Manager, Executive Assistant, and City Recorder functions. The City Manager serves as the Chief Executive Officer for the City and is a direct employee of the City Council. The City Manager manages all staff through a structure of departmental directors and is the official budget officer. The City Manager is charged with the responsibility for implementing the City Council policies. The Executive Assistant supports the City Manager and the City Recorder provides support for Council business, City records, and elections.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$420,163	\$420,549	\$413,311	\$440,563	\$440,563	\$440,563
TOTAL	\$420,163	\$420,549	\$413,311	\$440,563	\$440,563	\$440,563

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$552,567	\$580,539	\$550,951	\$592,971	\$592,971	\$596,648
Materials & Services	\$35,482	\$57,824	\$94,613	\$96,801	\$96,801	\$96,801
TOTAL	\$588,049	\$638,363	\$645,564	\$689,772	\$689,772	\$693,449

Administrative Services

General Fund



MISSION STATEMENT

Provide City operations in a professional manner that is cost effective.

DEPARTMENT OVERVIEW

The Administrative Services department oversees a number of functions within the City:

- Financial Management - Legal - Facility Maintenance
- Human Resources - Risk Management - Business Licenses
- Passport Services - Information Systems

Financial Management includes all budgeting, utility billing, accounts payable, accounts receivable, cash management, payroll, banking and purchasing.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Grants	\$1,922	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$2,837,670	\$3,034,795	\$3,356,758	\$3,547,412	\$3,547,412	\$3,547,412
Miscellaneous Revenue	\$10,418	\$35,387	\$2,100	\$5,600	\$5,600	\$5,600
Licenses, Permits, & Fees	\$48,166	\$49,853	\$48,000	\$48,000	\$48,000	\$48,000
Transfers	\$48,000	\$90,203	\$156,100	\$111,700	\$111,700	\$111,700
TOTAL	\$2,946,176	\$3,210,238	\$3,562,958	\$3,712,712	\$3,712,712	\$3,712,712

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$2,628,014	\$2,752,240	\$3,118,095	\$3,356,558	\$3,356,558	\$3,387,177
Materials & Services	\$743,487	\$798,043	\$1,129,434	\$1,054,248	\$1,054,248	\$1,054,248
TOTAL	\$3,371,501	\$3,550,283	\$4,247,529	\$4,410,806	\$4,410,806	\$4,441,425

This page intentionally left blank



Municipal Court

General Fund

MISSION STATEMENT

To impartially adjudicate traffic, state statute and city code violations such that the legal rights of individuals are preserved and public interest is protected.

DEPARTMENT OVERVIEW

The Court processes traffic, parking, city code and state statute violations that occur inside the city limits of Forest Grove. The City of Forest Grove, as of 2013, has an Intergovernmental Agreement with the City of Cornelius to operate their City's Municipal Court.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$20,466	\$20,021	\$12,800	\$12,800	\$12,800	\$12,800
Fines	\$433,792	\$506,522	\$434,834	\$453,961	\$453,961	\$453,961
TOTAL	\$454,258	\$526,543	\$447,634	\$466,761	\$466,761	\$466,761

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$219,464	\$230,418	\$263,807	\$272,269	\$272,269	\$275,533
Materials & Services	\$144,086	\$181,697	\$163,261	\$164,258	\$164,258	\$164,258
TOTAL	\$363,550	\$412,115	\$427,068	\$436,527	\$436,527	\$439,791

Library

General Fund



MISSION STATEMENT

To bring people, information and ideas together to enrich lives by promoting reading, learning and literacy. The Forest Grove Library will foster our community and support intellectual freedom.

DEPARTMENT OVERVIEW

The library acquires, catalogs and checks materials in and out. The Library will assist patrons with resources and references as well as provide equipment and computer instruction. Programming and promotion services for adults, Latino outreach, school and group tours are created through the year.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$902,750	\$929,832	\$957,727	\$967,304	\$967,304	\$967,304
Grants	\$10,165	\$7,698	\$15,500	\$5,000	\$5,000	\$5,000
Charges for Services	\$560	\$3,751	\$4,500	\$5,000	\$5,000	\$5,000
Miscellaneous Revenue	\$1,579	\$3,146	\$1,100	\$1,100	\$1,100	\$1,100
Licenses, Permits, & Fees	\$0	\$300	\$0	\$420	\$420	\$420
Fines	\$3,315	\$1	\$0	\$0	\$0	\$0
TOTAL	\$918,368	\$944,728	\$978,827	\$978,824	\$978,824	\$978,824

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$1,132,821	\$1,156,087	\$1,272,433	\$1,345,292	\$1,345,292	\$1,356,238
Materials & Services	\$155,892	\$170,024	\$172,036	\$196,610	\$196,610	\$196,610
Capital Outlay	\$15,868	\$1,281	\$59,742	\$59,742	\$59,742	\$59,742
TOTAL	\$1,304,581	\$1,327,392	\$1,504,211	\$1,601,644	\$1,601,644	\$1,612,590

Aquatic Center

General Fund



MISSION STATEMENT

The Forest Grove Parks & Recreation Department strives to serve and enhance the lives of all members of the Forest Grove community through a variety of organized and self-directed leisure services and opportunities.

DEPARTMENT OVERVIEW

The Parks & Recreation Department is comprised of 3 separate divisions: Aquatics, Parks, Recreation. Each division contributes to the greater mission of the Parks & Recreation Department through individual division purpose statements as outlined below.

Aquatics: Provide aquatics based services and programs in a safe space that serves the aquatic interests of our community.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$56,132	\$304,448	\$380,000	\$383,000	\$383,000	\$383,000
TOTAL	\$56,132	\$304,448	\$380,000	\$383,000	\$383,000	\$383,000

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$438,603	\$527,754	\$550,793	\$559,390	\$559,390	\$563,706
Materials & Services	\$116,368	\$142,332	\$200,162	\$219,944	\$219,944	\$219,944
TOTAL	\$554,971	\$670,086	\$750,955	\$779,334	\$779,334	\$783,650

Parks

General Fund



MISSION STATEMENT

The Forest Grove Parks & Recreation Department strives to serve and enhance the lives of all members of the Forest Grove community through a variety of organized and self-directed leisure services and opportunities.

DEPARTMENT OVERVIEW

The Parks & Recreation Department is comprised of 3 separate divisions: Aquatics, Parks, Recreation. Each division contributes to the greater mission of the Parks & Recreation Department through individual division purpose statements as outlined below.

Parks: Provide a variety of outdoor recreation spaces that are accessible, engaging and well-maintained while contributing to the environmental resiliency of our community.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Grants	\$0	\$127,071	\$0	\$0	\$0	\$0
Charges for Services	\$97,797	\$129,912	\$110,437	\$45,000	\$45,000	\$45,000
Miscellaneous Revenue	\$6,367	\$0	\$1,000	\$1,000	\$1,000	\$1,000
Licenses, Permits, & Fees	\$1,400	\$360	\$0	\$100	\$100	\$100
TOTAL	\$105,564	\$257,343	\$111,437	\$46,100	\$46,100	\$46,100

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$621,051	\$649,126	\$731,345	\$771,570	\$771,570	\$774,090
Materials & Services	\$194,613	\$322,768	\$236,683	\$311,684	\$311,684	\$311,684
TOTAL	\$815,664	\$971,894	\$968,028	\$1,083,254	\$1,083,254	\$1,085,774

Recreation

General Fund



MISSION STATEMENT

The Forest Grove Parks & Recreation Department strives to serve and enhance the lives of all members of the Forest Grove community through a variety of organized and self-directed leisure services and opportunities.

DEPARTMENT OVERVIEW

The Parks & Recreation Department is comprised of 3 separate divisions: Aquatics, Parks, Recreation. Each division contributes to the greater mission of the Parks & Recreation Department through individual division purpose statements as outlined below.

Recreation: Provide sustainable recreation services that positively contribute to the health and vitality of all members of our community.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$0	\$0	\$30,000	\$0	\$0	\$0
Transfers	\$0	\$0	\$26,118	\$161,118	\$161,118	\$161,118
TOTAL	\$0	\$0	\$56,118	\$161,118	\$161,118	\$161,118

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$0	\$0	\$86,080	\$204,530	\$204,530	\$204,530
Materials & Services	\$0	\$0	\$10,000	\$89,099	\$89,099	\$89,099
TOTAL	\$0	\$0	\$96,080	\$293,629	\$293,629	\$293,629

Non-Departmental

General Fund



MISSION STATEMENT

To accurately account for the payment of expenditures not assigned to any particular department, process General Fund Transfers to other funds within the City, and accurately account for the General Fund Contingency and Unappropriated Ending Fund Balance in the General Fund, otherwise referred to as the General Fund Reserves.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Local Taxes	\$10,744,952	\$11,379,359	\$11,905,540	\$13,247,640	\$13,247,640	\$13,247,640
Intergovernmental Revenue	\$800,371	\$398,071	\$394,000	\$401,250	\$401,250	\$401,250
Miscellaneous Revenue	\$161,351	\$37,023	\$95,000	\$150,000	\$150,000	\$150,000
Transfers	\$1,448,282	\$1,418,530	\$1,523,418	\$1,648,113	\$1,648,113	\$1,648,113
Fund Balance Available	\$7,331,524	\$7,922,809	\$8,362,694	\$7,941,470	\$7,941,471	\$7,941,471
TOTAL	\$20,486,480	\$21,155,791	\$22,280,652	\$23,388,473	\$23,388,474	\$23,388,474

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$0	\$0	\$0	\$426,000	\$426,000	\$426,000
Materials & Services	\$258,450	\$0	\$0	\$0	\$0	\$0
Transfers	\$0	\$200,000	\$900,000	\$209,257	\$209,257	\$209,257
Contingency	\$0	\$0	\$720,000	\$650,000	\$650,000	\$650,000
Fund Balance Available	\$0	\$0	\$6,109,772	\$6,087,996	\$6,087,996	\$6,100,466
TOTAL	\$258,450	\$200,000	\$7,729,772	\$7,373,253	\$7,373,253	\$7,385,723

Police

General Fund



MISSION STATEMENT

To consistently strive towards making Forest Grove a safe place to live, work, learn, play and visit, and to contribute to the economic prosperity of our community through professional and responsive high-quality law enforcement services to our citizens and visitors.

DEPARTMENT OVERVIEW

The Forest Grove Police Department believes in the shared responsibility, with the community, to create a safe and inclusive city. The members of our department provide the essential ingredient of public safety for an enhanced quality of life. By forming a partnership with our residents through community policing and Neighborhood Watch activities, we strive to meet the needs of all individuals in our community. The department strives to carry out their mission with professionalism, fairness, and absolute integrity.

DEPARTMENT GOALS

Build valued relationships with the community through outreach programs.

Build partnerships with other city and statewide agencies.

Succession training of staff to develop future leaders from within the Police Department.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$482,016	\$490,443	\$480,229	\$523,609	\$523,609	\$523,609
Grants	\$0	\$123	\$5,500	\$5,500	\$5,500	\$5,500
Charges for Services	\$4,678	\$6,280	\$1,080	\$4,200	\$4,200	\$4,200
Miscellaneous Revenue	\$180	\$2,638	\$2,600	\$2,600	\$2,600	\$2,600
Licenses, Permits, & Fees	\$7,861	\$5,304	\$4,200	\$5,050	\$5,050	\$5,050
Fines	\$38,854	\$35,432	\$31,250	\$34,000	\$34,000	\$34,000
Transfers	\$0	\$0	\$133,236	\$136,000	\$136,000	\$136,000
TOTAL	\$533,588	\$540,220	\$658,095	\$710,959	\$710,959	\$710,959

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$5,481,595	\$5,495,736	\$6,154,597	\$6,814,667	\$6,814,667	\$6,814,428
Materials & Services	\$891,590	\$923,658	\$1,139,008	\$1,218,848	\$1,218,848	\$1,218,848
Capital Outlay	\$3,025	\$11,506	\$10,000	\$10,000	\$10,000	\$10,000
TOTAL	\$6,376,210	\$6,430,901	\$7,303,605	\$8,043,515	\$8,043,515	\$8,043,276

Fire

General Fund



MISSION STATEMENT

Everything we do, we do for the people and the communities we proudly serve. With education and training, we prevent harm. With rapid and professional response, we protect lives and property. Through our desire to serve and courage to act, we are the model of a successful fire and rescue agency for the State of Oregon. Prevent, Protect, Serve

DEPARTMENT OVERVIEW

The Fire Department of Forest Grove protects an estimated population of 26,838 in a total land area of approximately six square miles. The department provides fire suppression, rescue, first response emergency medical services, hazardous materials response, fire prevention, and life-safety services from two fire stations, staffed with a combination of career and volunteer responders.

DEPARTMENT GOALS

Continue to work with neighboring fire agencies on the Fire Governance Study.
Enhance and improve risk reduction through outreach programs with classes, trainings, and inspections.
Continue to pursue grants and other alternative funding sources for fire and public safety needs.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$1,140,911	\$894,800	\$877,407	\$964,311	\$964,311	\$964,311
Grants	\$0	\$0	\$35,000	\$0	\$0	\$0
Charges for Services	\$9,656	\$24,585	\$13,400	\$15,400	\$15,400	\$15,400
Miscellaneous Revenue	\$41,376	\$11,546	\$0	\$2,000	\$2,000	\$2,000
Transfers	\$56,938	\$57,354	\$57,409	\$75,430	\$75,430	\$75,430
TOTAL	\$1,248,881	\$988,285	\$983,216	\$1,057,141	\$1,057,141	\$1,057,141

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$4,289,780	\$4,304,800	\$4,759,013	\$4,970,339	\$4,970,339	\$4,891,814
Materials & Services	\$903,526	\$855,539	\$970,580	\$1,174,618	\$1,174,618	\$1,174,618
TOTAL	\$5,193,306	\$5,160,339	\$5,729,593	\$6,144,957	\$6,144,957	\$6,066,432

Planning

General Fund



MISSION STATEMENT

To effectively serve the citizens of Forest Grove by providing an open, accessible, and timely process to all land use and building-related matters; To maintain professional and effective involvement in all local and regional planning and building programs.

DEPARTMENT OVERVIEW

The Planning and Building Divisions are jointly part of the Community Development Department. The Planning Division is responsible for developing and maintaining the City’s Comprehensive Plan and related implementation programs and ordinances, maintaining compliance with all applicable state, regional and sub-regional planning-related programs, processing relevant land use permits and individual development projects in coordination with relevant City and outside agency review and enforcing the provisions of the City’s land development codes and nuisance ordinances.

PERFORMANCE MEASURES 2023-24

Determine land use application completeness within 30 days of filing of application.

Process land use applications within 120 days of determining completeness; complete site plan review for multi-family with 3 to 5 units commercial and industrial projects under 10,000 square feet in size within 15 working days of receiving a complete submittal.

Respond to all information requests and nuisance complaints within three working days.

Complete staff reports and agendas for land-use items seven days prior to Planning Commission hearings.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$9,888	\$33,600	\$33,600	\$40,934	\$40,934	\$40,934
Grants	\$26,000	\$0	\$12,000	\$0	\$0	\$0
Charges for Services	\$70,157	\$73,508	\$74,893	\$75,093	\$75,093	\$75,093
Licenses, Permits, & Fees	\$113,212	\$135,300	\$93,000	\$94,000	\$94,000	\$94,000
TOTAL	\$219,257	\$242,408	\$213,493	\$210,027	\$210,027	\$210,027

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$427,913	\$464,332	\$464,230	\$475,780	\$475,780	\$479,379
Materials & Services	\$194,958	\$53,566	\$149,269	\$148,121	\$148,121	\$148,121
TOTAL	\$622,871	\$517,898	\$613,499	\$623,901	\$623,901	\$627,500

This page intentionally left blank



Economic Development

General Fund

MISSION STATEMENT

To provide business support for entities operating with our city.

DEPARTMENT OVERVIEW

Economic Development is funded and held within the General Fund. Amounts budgeted here are included in the General Fund budget as well, but presented here for greater clarity on specific ED-related expenses.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$0	\$0	\$54,605	\$72,554	\$72,554	\$72,554
Charges for Services	\$0	\$0	\$91,008	\$72,554	\$72,554	\$72,554
TOTAL	\$0	\$0	\$145,613	\$145,108	\$145,108	\$145,108

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$0	\$0	\$132,017	\$134,042	\$134,042	\$134,042
Materials & Services	\$0	\$0	\$49,999	\$47,344	\$47,344	\$47,344
TOTAL	\$0	\$0	\$182,016	\$181,386	\$181,386	\$181,386

This page intentionally left blank



Engineering

General Fund

MISSION STATEMENT

To ensure that the construction of public improvements conform to accepted standards. Public improvements generally consist of streets, storm drain, water, and sanitary sewers. Our mission is to anticipate and manage infrastructure for growth, consistent with local and regional plans, with long-range planning horizons of 20-50 years.

DEPARTMENT OVERVIEW

The Engineering function provides project design, project management, construction inspection and other related needs for the City's Capital Improvement Plan and privately financed residential, commercial and industrial development. Additional public services are provided through traffic management, infrastructure mapping, and information.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$936,860	\$954,022	\$951,476	\$960,913	\$960,913	\$960,913
Licenses, Permits, & Fees	\$31,863	\$65,558	\$31,125	\$16,125	\$16,125	\$16,125
TOTAL	\$968,723	\$1,019,580	\$982,601	\$977,038	\$977,038	\$977,038

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$894,340	\$890,077	\$875,175	\$910,220	\$910,220	\$917,573
Materials & Services	\$91,705	\$102,225	\$140,860	\$105,627	\$105,627	\$105,627
TOTAL	\$986,045	\$992,303	\$1,016,035	\$1,015,847	\$1,015,847	\$1,023,200

Light & Power

Enterprise Funds



MISSION STATEMENT

To provide high-quality electric utility service at a reasonable cost for the customers in the City of Forest Grove and in the unincorporated service area, and to provide a valuable return to the City of Forest Grove. We will conduct all activities as responsible stewards of the resources at our disposal and also create a safe and supportive workplace for its employees.

DEPARTMENT OVERVIEW

To provide reliable low-cost electrical service to customers within the service area and to support the City's efforts in promoting economic development. In addition, the Department will provide customer and community service programs designed to reduce the retail cost and enhance the quality of electric service provided to customers, to enhance the quality of life in the Forest Grove community, and to promote the wise and efficient use of electric energy and renewable resources.

DEPARTMENT GOALS FOR 2023-24

To maintain quality electric service provided to the Department's customers.

Maintain a high satisfaction rating from customers, based on the biennial Citizen Survey of City Services.

Encourage energy conservation and efficiency.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$389,159	\$441,108	\$450,000	\$450,000	\$450,000	\$450,000
Charges for Services	\$20,594,199	\$22,506,542	\$21,655,036	\$22,373,500	\$22,373,502	\$22,373,502
Miscellaneous Revenue	\$754,272	\$283,627	\$56,000	\$621,865	\$621,865	\$621,865
Fund Balance Available	\$5,663,409	\$5,341,982	\$4,867,232	\$7,947,020	\$7,947,018	\$7,947,018
TOTAL	\$27,401,039	\$28,573,259	\$27,028,268	\$31,392,385	\$31,392,385	\$31,392,385

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$4,417,342	\$4,369,123	\$4,383,089	\$4,947,870	\$4,947,870	\$4,947,870
Materials & Services	\$15,107,134	\$16,384,815	\$15,910,019	\$17,108,572	\$17,108,572	\$17,108,572
Capital Outlay	\$1,064,454	\$834,436	\$1,253,800	\$1,230,000	\$1,230,000	\$1,830,000
Transfers	\$1,164,613	\$1,173,192	\$1,345,729	\$1,345,668	\$1,345,668	\$1,345,668
Debt Service	\$305,513	\$305,563	\$305,463	\$305,213	\$305,213	\$305,213
Contingency	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Fund Balance Available	\$0	\$0	\$2,830,168	\$5,455,062	\$5,455,062	\$4,855,062
TOTAL	\$22,059,057	\$23,067,129	\$27,028,268	\$31,392,385	\$31,392,385	\$31,392,385

This page intentionally left blank



Economic Development

Enterprise Funds

MISSION STATEMENT

To provide business support for entities operating with our city.

DEPARTMENT OVERVIEW

Economic Development was funded and held within the Light & Power Fund. For fiscal year 2023-24 this activity is being budgeted in the General Fund. The information here is for historical purposes only.

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$155,092	\$146,718	\$0	\$0	\$0	\$0
Materials & Services	\$36,269	\$18,873	\$0	\$0	\$0	\$0
TOTAL	\$191,361	\$165,591	\$0	\$0	\$0	\$0

Sewer

Enterprise Funds



MISSION STATEMENT

To provide a safe and sanitary sewer collection and treatment system.

DEPARTMENT OVERVIEW

Clean Water Services (CWS), a special district of Washington County, operates and maintains the regional sewer system, including the large conveyance pipes and the wastewater treatment plants. The City operates a local sanitary sewer utility that feeds into the CWS regional system. The City shares a proportional share of the revenue with CWS for the regional system. The City performs utility billing services and provides customer service related to billing. The City is responsible for all collection lines smaller than 24 inches in diameter, as well as all manholes.

CWS and City sewer charges are now determined by each agency. In the past, CWS set the rate and the City could add a surcharge if needed to cover its operating costs. The City no longer records CWS sewer fees collected as a revenue and does not record the remittance of those fees to CWS as an expense.

Sewer rates are proposed to increase by 4% on July 1, 2023.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$1,678,363	\$1,780,665	\$1,701,237	\$1,910,491	\$1,910,491	\$1,910,491
Miscellaneous Revenue	\$24,107	\$69,082	\$35,000	\$75,000	\$75,000	\$75,000
Fund Balance Available	\$3,916,182	\$4,190,512	\$4,018,126	\$4,814,638	\$4,814,638	\$4,814,638
TOTAL	\$5,618,653	\$6,040,258	\$5,754,363	\$6,800,129	\$6,800,129	\$6,800,129

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$300,726	\$270,129	\$282,072	\$356,981	\$356,981	\$356,981
Materials & Services	\$870,208	\$919,775	\$1,080,917	\$1,148,329	\$1,148,329	\$1,148,329
Capital Outlay	\$170,534	\$7,316	\$366,375	\$345,500	\$345,500	\$345,500
Transfers	\$86,673	\$308,773	\$142,820	\$103,398	\$103,398	\$103,398
Contingency	\$0	\$0	\$750,000	\$750,000	\$750,000	\$750,000
Fund Balance Available	\$0	\$0	\$3,132,179	\$4,095,921	\$4,095,921	\$4,095,921
TOTAL	\$1,428,141	\$1,505,993	\$5,754,363	\$6,800,129	\$6,800,129	\$6,800,129

Sewer System Development Charge

Enterprise Fund



MISSION STATEMENT

To provide a revenue source for growth-related sewer capital expansion projects.

DEPARTMENT OVERVIEW

The Sewer System Development Charge (SDC) is an assessment provided under Oregon Law which is paid at the time a connection permit is issued to recognize the cost of growth. The amount of the charge is proportional to the impact of the service and is, therefore, based on the number of water use fixture units in the building. Clean Water Services (CWS) sets the amount of the Sewer SDC charge. The revenue is then split between the CWS and the City of Forest Grove; the current split is 80% CWS and 20% City of Forest Grove.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$162,032	\$534,003	\$300,000	\$120,000	\$120,000	\$120,000
Miscellaneous Revenue	\$10,857	\$4,815	\$7,000	\$17,000	\$17,000	\$17,000
Fund Balance Available	\$1,118,668	\$1,235,029	\$1,556,101	\$1,707,339	\$1,707,339	\$1,707,339
TOTAL	\$1,291,557	\$1,773,847	\$1,863,101	\$1,844,339	\$1,844,339	\$1,844,339

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$0	\$80,000	\$130,000	\$130,000	\$130,000
Capital Outlay	\$0	\$0	\$320,000	\$420,000	\$420,000	\$420,000
Debt Service	\$56,528	\$113,055	\$114,000	\$229,606	\$229,606	\$229,606
Contingency	\$0	\$0	\$61,500	\$61,500	\$61,500	\$61,500
Fund Balance Available	\$0	\$0	\$1,287,601	\$1,003,233	\$1,003,233	\$1,003,233
TOTAL	\$56,528	\$113,055	\$1,863,101	\$1,844,339	\$1,844,339	\$1,844,339

Water

Enterprise Funds



MISSION STATEMENT

To provide high quality water for domestic, commercial, industrial and recreational use and to manage the watershed for the production of high quality water and a healthy forest.

DEPARTMENT OVERVIEW

The Water utility is responsible for the safe and efficient operation and maintenance of the water system. The utility provides customer service by responding to emergencies involving the City water system as well as customer concerns.

The primary elements of service are water supply, water treatment, and water distribution. Revenues to this fund consist primarily of charges for water services, billed monthly, based on customer consumption. Transfers are made to the General Fund for the functions of monthly billing and collections, accounting, payroll and other administrative support. The department is dedicated to provide high quality and reliable water service at a low price.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$2,390	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$5,257,690	\$5,254,226	\$5,345,534	\$5,510,002	\$5,510,002	\$5,510,002
Miscellaneous Revenue	\$1,478,445	\$1,367,743	\$1,186,050	\$1,186,050	\$1,186,050	\$1,186,050
Licenses, Permits, & Fees	\$2,718	\$9,051	\$5,000	\$5,000	\$5,000	\$5,000
Fund Balance Available	\$12,565,175	\$14,070,625	\$15,246,310	\$15,246,310	\$15,246,310	\$15,246,310
TOTAL	\$19,306,419	\$20,701,645	\$21,782,894	\$21,947,362	\$21,947,362	\$21,947,362

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$1,159,087	\$1,128,865	\$1,193,097	\$1,316,840	\$1,316,840	\$1,316,840
Materials & Services	\$3,005,672	\$3,079,535	\$3,433,829	\$4,595,518	\$4,595,518	\$4,595,518
Capital Outlay	\$306,893	\$36,269	\$581,500	\$1,267,500	\$1,267,500	\$1,267,500
Transfers	\$328,122	\$609,541	\$451,640	\$360,780	\$360,780	\$360,780
Debt Service	\$436,019	\$436,840	\$436,850	\$72,810	\$72,810	\$72,810
Contingency	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Fund Balance Available	\$0	\$0	\$14,685,978	\$13,333,914	\$13,333,914	\$13,333,914
TOTAL	\$5,235,794	\$5,291,049	\$21,782,894	\$21,947,362	\$21,947,362	\$21,947,362

Water System Development Charges

Enterprise Funds



MISSION STATEMENT

To provide a revenue source for growth-related water capital expansion projects.

DEPARTMENT OVERVIEW

The System Development Charge (SDC) is applied to every new service connection to the water distribution system. The amount of the charge is proportional to the impact of the service and is, therefore, based on the water meter size. Revenue is dependent on the amount of development activity. The money is used to increase the City's water supply, distribution and treatment facilities. The SDC charge is updated in response to any updated ENR (Engineering New Record), which helps indicate rising costs in construction and cost inflation.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$659,977	\$1,522,424	\$600,000	\$600,000	\$600,000	\$600,000
Miscellaneous Revenue	\$62,836	\$14,169	\$22,500	\$1,039,973	\$1,039,973	\$1,039,973
Fund Balance Available	\$6,679,994	\$7,205,295	\$7,676,202	\$8,010,836	\$8,010,836	\$8,010,836
TOTAL	\$7,402,807	\$8,741,888	\$8,298,702	\$9,650,809	\$9,650,809	\$9,650,809

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$24,750	\$29,758	\$40,000	\$310,000	\$310,000	\$310,000
Capital Outlay	\$171,362	\$309,001	\$1,157,744	\$4,632,359	\$4,632,359	\$4,632,359
Transfers	\$1,400	\$1,400	\$1,200	\$1,200	\$1,200	\$1,200
Contingency	\$0	\$0	\$150,000	\$150,000	\$150,000	\$150,000
Fund Balance Available	\$0	\$0	\$6,949,758	\$4,557,250	\$4,557,250	\$4,557,250
TOTAL	\$197,512	\$340,160	\$8,298,702	\$9,650,809	\$9,650,809	\$9,650,809

Surface Water Management

Enterprise Fund



MISSION STATEMENT

To comply with federal regulations to protect the quality of storm water runoff within the city.

DEPARTMENT GOALS FOR 2023-24

- Maintain collection system for flow reliability and meet quality standards established by CWS.
- Sweep streets in town center twice per month.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$1,289,092	\$1,369,484	\$1,311,914	\$1,458,693	\$1,458,693	\$1,458,693
Miscellaneous Revenue	\$3,514	\$1,377	\$3,300	\$16,000	\$16,000	\$16,000
Fund Balance Available	\$868,293	\$1,050,334	\$1,094,366	\$1,447,476	\$1,447,476	\$1,447,476
TOTAL	\$2,160,898	\$2,421,195	\$2,409,580	\$2,922,169	\$2,922,169	\$2,922,169

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$506,323	\$475,762	\$562,479	\$654,572	\$654,572	\$654,572
Materials & Services	\$531,697	\$551,248	\$680,237	\$784,748	\$784,748	\$784,748
Capital Outlay	\$9,758	\$712	\$82,875	\$71,750	\$71,750	\$71,750
Transfers	\$62,787	\$65,042	\$71,264	\$78,159	\$78,159	\$78,159
Contingency	\$0	\$0	\$130,000	\$130,000	\$130,000	\$130,000
Fund Balance Available	\$0	\$0	\$882,725	\$1,202,940	\$1,202,940	\$1,202,940
TOTAL	\$1,110,564	\$1,092,763	\$2,409,580	\$2,922,169	\$2,922,169	\$2,922,169

Surface Water Management System Development Charges

Enterprise Funds



MISSION STATEMENT

To provide a revenue source for growth related to Surface Water Management capital expansion projects.

DEPARTMENT OVERVIEW

The Surface Water Management System Development Charge (SWM SDC) is an assessment provided under Oregon Law which is paid at the time that a connection permit is issued to recognize the cost of growth. The amount of the charge is proportional to the impact of the development and, therefore, is based on the amount of the impervious area created by the new construction. Clean Water Services (CWS) sets the amount of the SWM SDC charge. The City retains 100% of this fee for future development and growth.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$85,744	\$117,093	\$43,500	\$13,500	\$13,500	\$13,500
Miscellaneous Revenue	\$2,256	\$575	\$3,000	\$6,500	\$6,500	\$6,500
Fund Balance Available	\$361,597	\$448,798	\$543,444	\$615,920	\$615,920	\$615,920
TOTAL	\$449,596	\$566,466	\$589,944	\$635,920	\$635,920	\$635,920

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$0	\$50,000	\$150,000	\$150,000	\$150,000
Capital Outlay	\$799	\$0	\$200,000	\$200,000	\$200,000	\$200,000
Contingency	\$0	\$0	\$84,500	\$84,500	\$84,500	\$84,500
Fund Balance Available	\$0	\$0	\$255,444	\$201,420	\$201,420	\$201,420
TOTAL	\$799	\$0	\$589,944	\$635,920	\$635,920	\$635,920

Building Permits

Special Revenue Fund



MISSION STATEMENT

To effectively serve the citizens of Forest Grove by providing an open, accessible, and timely process to all land use and building-related matters; To maintain professional and effective involvement in all local and regional planning and building programs.

DEPARTMENT OVERVIEW

Where a development is allowed by the City’s land use requirements, the Building Division reviews proposed construction plans for project to assure consistency with State building, plumbing and mechanical code requirements. The Building Division also reviews the installation of manufactured homes, erosion control, grading products, and conducts enforcement activities under the building and housing codes as well as participates in state and regional building programs. The Building Department is also involved in enforcement of zoning and building code provisions. Forest Grove administers the building program for the City of Cornelius.

This fund is fully funded by revenue generated from building permit fees for building in Forest Grove and Cornelius.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$593	\$1,254	\$300	\$600	\$600	\$600
Miscellaneous Revenue	\$33,701	\$9,687	\$25,000	\$25,000	\$25,000	\$25,000
Licenses, Permits, & Fees	\$2,348,853	\$2,453,484	\$2,008,912	\$1,518,900	\$1,518,900	\$1,518,900
Fund Balance Available	\$3,270,621	\$4,427,788	\$2,119,000	\$2,476,120	\$2,476,120	\$2,476,120
TOTAL	\$5,653,768	\$6,892,213	\$4,153,212	\$4,020,620	\$4,020,620	\$4,020,620

Building Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$677,950	\$790,431	\$893,929	\$786,256	\$786,256	\$798,724
Materials & Services	\$316,092	\$391,439	\$372,458	\$385,915	\$385,915	\$385,915
Capital Outlay	\$0	\$50	\$35,000	\$35,000	\$35,000	\$35,000
Transfers	\$231,938	\$3,157,354	\$262,409	\$75,430	\$75,430	\$75,430
Contingency	\$0	\$0	\$200,000	\$250,000	\$250,000	\$250,000
Fund Balance Available	\$0	\$0	\$2,389,416	\$2,488,019	\$2,488,019	\$2,475,551
TOTAL	\$1,225,980	\$4,339,274	\$4,153,212	\$4,020,620	\$4,020,620	\$4,020,620

Street Fund

Special Revenue Funds



MISSION STATEMENT

To construct and maintain a street system that will provide safe and efficient transportation.

DEPARTMENT OVERVIEW

The Street Fund is a special revenue fund operated for a specific purpose of building and maintaining streets and related infrastructure within the City. The Street Department is responsible for the safe and efficient operation and maintenance of the streets, alleyways, and signs. Employees provide customer service by responding to emergencies involving these responsibilities as well as citizen concerns. Principle funding to the Street Fund is the State or Oregon gasoline tax and Washington County gas tax paid to the City. The Street Fund also maintains the street lighting and pays for the electric power usage using funds collected through a Streetlight Fee on utility bills.

DEPARTMENT GOALS FOR 2023-24

Maintain City street pavement surfaces for safe conditions

Reconstruct deteriorated streets and storm drains

Keep traffic control signs and pavement markings in good repair

Inspect all regulatory, warning, and guide signs on an annual basis per Federal requirement

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$2,307,151	\$2,575,002	\$2,468,110	\$2,546,264	\$2,546,264	\$2,546,264
Grants	\$0	\$0	\$80,000	\$0	\$0	\$0
Charges for Services	\$18,539	\$20,582	\$0	\$173,000	\$173,000	\$173,000
Miscellaneous Revenue	\$12,901	\$4,043	\$194,600	\$194,600	\$194,600	\$194,600
Licenses, Permits, & Fees	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
Fund Balance Available	\$1,870,640	\$2,219,606	\$1,961,975	\$2,885,281	\$2,885,281	\$2,885,281
TOTAL	\$4,209,232	\$4,819,234	\$4,707,185	\$5,801,645	\$5,801,645	\$5,801,645

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$375,234	\$344,602	\$428,181	\$464,642	\$464,642	\$464,642
Materials & Services	\$764,818	\$775,554	\$912,949	\$1,047,698	\$1,047,698	\$1,077,698
Capital Outlay	\$849,212	\$733,037	\$1,819,350	\$1,145,250	\$1,245,250	\$1,245,250
Contingency	\$0	\$0	\$150,000	\$300,000	\$300,000	\$300,000
Fund Balance Available	\$0	\$0	\$1,396,705	\$2,844,055	\$2,744,055	\$2,714,055
TOTAL	\$1,989,265	\$1,853,192	\$4,707,185	\$5,801,645	\$5,801,645	\$5,801,645

This page intentionally left blank

Street Tree Fund

Special Revenue Funds



DEPARTMENT OVERVIEW

The City’s Development Code requires all subdivisions and partitions to install street trees. To prevent trees from being damaged, street trees are not installed until construction is completed. As a result, each development is assessed for the cost of acquisition, installation, and one year of maintenance for the street trees required for a project. The Street Tree Fund is the collection of these assessments.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$7	\$1	\$20	\$20	\$20	\$20
Licenses, Permits, & Fees	\$13,629	\$73,415	\$34,000	\$34,000	\$34,000	\$34,000
Fund Balance Available	\$45,913	\$28,078	\$53,337	\$53,337	\$53,337	\$53,337
TOTAL	\$59,549	\$101,493	\$87,357	\$87,357	\$87,357	\$87,357

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$30,471	\$7,411	\$86,357	\$86,157	\$86,157	\$86,157
Transfers	\$1,000	\$1,000	\$1,000	\$1,200	\$1,200	\$1,200
TOTAL	\$31,471	\$8,411	\$87,357	\$87,357	\$87,357	\$87,357



Trail Systems

Special Revenue Funds

DEPARTMENT OVERVIEW

Revenue for the Trail System Fund comes from payments from Waste Management (WM). Whenever WM has a rate of return that exceeds 11%, WM is required by franchise ordinance to pay the amount of profit over 11% to the City. That same ordinance restricts the use of those funds by the City to trail development or trail maintenance. WM’s profit did exceed 11% in calendar year 2022, so \$34,640 was paid to the City for use in FY 2023-24.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$0	\$10,761	\$0	\$0	\$0	\$0
Fund Balance Available	\$37,866	\$37,866	\$48,627	\$83,267	\$83,267	\$83,267
TOTAL	\$37,866	\$48,627	\$48,627	\$83,267	\$83,267	\$83,267

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$0	\$48,627	\$83,267	\$83,267	\$83,267
TOTAL	\$0	\$0	\$48,627	\$83,267	\$83,267	\$83,267



Transportation Services

Special Revenue Funds

DEPARTMENT OVERVIEW

The City of Forest Grove assists Ride Connection in receiving reimbursement from the Oregon Department of Human Services for non-Medical Transportation Services in Washington County. The City contracts with the Department of Human Services to provide a brokerage program that provides eligible clients with cost effective and appropriate means on Non-Medical Transportation Services. The City contracts with Ride Connection to provide all services. Ride Connection bills the City and provides the required grant match for the State funds. The City reviews the invoices, bills the State, and passes the reimbursement from the State to Ride Connection.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Grants	\$105,137	\$227,014	\$450,000	\$350,000	\$350,000	\$350,000
TOTAL	\$105,137	\$227,014	\$450,000	\$350,000	\$350,000	\$350,000

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$131,800	\$201,351	\$450,000	\$350,000	\$350,000	\$350,000
TOTAL	\$131,800	\$201,351	\$450,000	\$350,000	\$350,000	\$350,000

Community Enhancement Fund

Special Revenue Funds



DEPARTMENT OVERVIEW

In 1990, the Community Enhancement was established by the City based on a per ton fee charged on solid waste disposed at the Forest Grove Transfer Station. This fund contains revenue received from the Metropolitan Service District (METRO). Currently, a \$1.00 per ton fee is charged for waste brought to the service station.

The Community Enhancement Program is open to all interested non-profit groups and City-sponsored committees. During spring each year, applications for project/program funding can be submitted to the City for evaluation. A committee consisting of the City Council and the Metro Councilor for this District determines the allocation of the funding to the applicants. In developing the program, the committee established the boundary area and criteria for selection of community enhancement projects. The boundary area for community enhancement projects is Forest Grove's Urban Growth Boundary. All projects must meet one or more of the following criteria to be eligible for funding:

- Improve the appearance or environmental quality of the community

- Reduce the amount of toxicity of waste
- Increase, reuse, and recycling opportunities
- Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service Code
- Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them
- Result in improvement to, or an increase in, recreational areas and programs
- Result in improvement in safety
- Benefit youth, seniors, low income persons and/or underserved populations

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$96,259	\$59,471	\$70,000	\$70,000	\$70,000	\$70,000
Grants	\$4,074	\$0	\$0	\$0	\$0	\$0
Transfers	\$0	\$0	\$0	\$9,257	\$9,257	\$9,257
Fund Balance Available	\$34,835	\$25,591	\$3,818	\$28,410	\$28,410	\$28,410
TOTAL	\$135,169	\$85,061	\$73,818	\$107,667	\$107,667	\$107,667

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$101,578	\$89,054	\$43,500	\$77,349	\$77,349	\$77,349
Transfers	\$8,000	\$3,568	\$30,318	\$30,318	\$30,318	\$30,318
TOTAL	\$109,578	\$92,622	\$73,818	\$107,667	\$107,667	\$107,667

This page intentionally left blank

Public Arts Donation

Special Revenues Fund



DEPARTMENT OVERVIEW

The Public Arts Donation Fund was established to account for all monies received for public art purposes. The sources for this Fund are generally monies raised by the Public Arts Commission through donations, grants, and fundraising events like “Meet the Artist” dinners.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$700	\$152	\$3,100	\$1,600	\$1,600	\$1,600
Fund Balance Available	\$19,684	\$17,335	\$17,572	\$17,857	\$17,857	\$17,857
TOTAL	\$20,384	\$17,487	\$20,672	\$19,457	\$19,457	\$19,457

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$3,049	\$0	\$20,672	\$19,457	\$19,457	\$19,457
TOTAL	\$3,049	\$0	\$20,672	\$19,457	\$19,457	\$19,457



City Transient Lodging Tax (TLT) Fund

Special Revenues Fund



DEPARTMENT OVERVIEW

The City Transient Lodging Tax of 2.5% has been collected since January 1, 2018, for the purpose of promoting local tourism. The City has hired a consultant to develop a tourism marketing plan including a review of the city's tourism branding strategy. Funds are also proposed for tourism-related advertising and tourism-related capital projects.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Local Taxes	\$84,144	\$117,189	\$115,000	\$125,000	\$125,000	\$125,000
Miscellaneous Revenue	\$1,012	\$310	\$500	\$2,300	\$2,300	\$2,300
Fund Balance Available	\$144,874	\$152,964	\$179,851	\$240,947	\$240,947	\$240,947
TOTAL	\$230,030	\$270,462	\$295,351	\$368,247	\$368,247	\$368,247

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$70,319	\$60,926	\$130,762	\$177,129	\$177,129	\$177,129
Capital Outlay	\$6,747	\$6,875	\$157,689	\$183,618	\$183,618	\$183,618
Transfers	\$0	\$3,214	\$6,900	\$7,500	\$7,500	\$7,500
TOTAL	\$77,066	\$71,015	\$295,351	\$368,247	\$368,247	\$368,247



Facilities Major Maintenance Fund

Special Revenue Funds

DEPARTMENT OVERVIEW

This fund was created in FY 2010-11 to accumulate funds for major maintenance projects that the City will be facing in the coming years on facilities that house General Fund operations . Many of the building components, such as HVAC and plumbing systems, are past their expected useful lives. This fund was established to make repairs required to extend the life of current buildings without having to take funding from General Fund operations at the time repairs are necessary. The funding source for this Fund is periodic transfers of onetime money from the General Fund.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$0	\$0	\$40,000	\$0	\$0	\$0
Miscellaneous Revenue	\$14,479	\$2,140	\$4,000	\$15,000	\$15,000	\$15,000
Transfers	\$0	\$200,000	\$850,000	\$200,000	\$200,000	\$200,000
Fund Balance Available	\$1,856,927	\$1,812,307	\$1,532,883	\$1,041,302	\$1,041,302	\$1,041,302
TOTAL	\$1,871,406	\$2,014,447	\$2,426,883	\$1,256,302	\$1,256,302	\$1,256,302

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$30,709	\$80,000	\$0	\$0	\$0
Capital Outlay	\$59,099	\$477,155	\$2,346,883	\$1,256,302	\$1,256,302	\$1,256,302
TOTAL	\$59,099	\$507,864	\$2,426,883	\$1,256,302	\$1,256,302	\$1,256,302



Library Endowment

Special Revenue Funds

DEPARTMENT OVERVIEW

The Library Endowment Fund was created to receive monies from the sale of the Rogers Library. The building was sold to Pacific University in December 1989. The proceeds from the sale of the Rogers Library may not be spent and must remain in the fund. Only the earnings on those proceeds may be spent, which is shown as the Interest in the revenue section.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$10,368	\$27,162	\$100	\$1,000	\$1,000	\$1,000
Fund Balance Available	\$45,135	\$55,502	\$79,683	\$41,907	\$41,907	\$41,907
TOTAL	\$55,502	\$82,664	\$79,783	\$42,907	\$42,907	\$42,907

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$3,000	\$138	\$1,720	\$1,720	\$1,720
Transfers	\$0	\$0	\$38,458	\$0	\$0	\$0
Fund Balance Available	\$0	\$0	\$41,187	\$41,187	\$41,187	\$41,187
TOTAL	\$0	\$3,000	\$79,783	\$42,907	\$42,907	\$42,907

This page intentionally left blank



American Rescue Plan Fund

Special Revenue Funds

Department Overview

This is a new fund in FY 2021-22 and was established to account for the revenues and expenditures related to the American Rescue Plan recently passed by the Federal government. Funds received by the City have to be spent by December 31, 2024. For this budget year, the proposed expenditures focus primarily on infrastructure projects.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$0	\$2,837,851	\$2,837,851	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$8,057	\$0	\$30,000	\$30,000	\$30,000
Fund Balance Available	\$0	\$0	\$2,335,981	\$2,129,773	\$2,129,773	\$2,129,773
TOTAL	\$0	\$2,845,908	\$5,173,832	\$2,159,773	\$2,159,773	\$2,159,773

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$0	\$1,211,500	\$671,604	\$777,298	\$777,298
Capital Outlay	\$0	\$816,460	\$3,251,492	\$701,994	\$585,000	\$585,000
Transfers	\$0	\$91,474	\$238,236	\$361,000	\$387,300	\$387,300
Fund Balance Available	\$0	\$0	\$472,604	\$425,175	\$410,175	\$410,175
TOTAL	\$0	\$907,933	\$5,173,832	\$2,159,773	\$2,159,773	\$2,159,773

Fire Equipment Replacement

Internal Service Funds



DEPARTMENT OVERVIEW

The fund provides for the timely replacement of Fire Department vehicles and equipment by building up funds for the programmed replacement of these assets. An annual charge is assessed based on the costs and the useful life of these vehicles and equipment currently in service. The City and the Rural Fire District split the costs of assets purchased by this fund on a 50/50 basis. The money in this fund is the City's portion of the accumulated replacement costs of the vehicles. The Rural Fire District retains its own funds and reimburses the City when assets are actually purchased. The main source of revenue for the City's share comes from the CIP Excise Tax for the equipment, grants, and interest earnings on the accumulated rental charges.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$108,439	\$21,347	\$580,000	\$140,000	\$140,000	\$140,000
Miscellaneous Revenue	\$10,604	\$544	\$1,000	\$2,652	\$2,652	\$2,652
Transfers	\$182,500	\$194,000	\$194,000	\$194,000	\$194,000	\$194,000
Fund Balance Available	\$245,097	\$368,522	\$583,318	\$265,209	\$265,209	\$265,209
TOTAL	\$546,640	\$584,413	\$1,358,318	\$601,861	\$601,861	\$601,861

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Capital Outlay	\$178,118	\$951	\$1,160,000	\$280,000	\$280,000	\$280,000
Contingency	\$0	\$0	\$98,318	\$42,000	\$42,000	\$42,000
Fund Balance Available	\$0	\$0	\$100,000	\$279,861	\$279,861	\$279,861
TOTAL	\$178,118	\$951	\$1,358,318	\$601,861	\$601,861	\$601,861



Information Systems

Internal Service Funds

MISSION STATEMENT

To maintain City information systems to provide all employees with the needed computer technology to effectively perform their duties.

DEPARTMENT OVERVIEW

This fund provides for the funded replacement of all computer equipment related to file servers and personal computers. Each department is assessed a charge to replace file servers and related equipment every four to seven years, personal computers every five years, and printers every five to seven years as needed. This fund also provides for centralized purchases of computer supplies and other related operating expenses. IT staff expenses are in the Administrative Services Department.

DEPARTMENT GOALS FOR 2023-24

Replace computer equipment on time and maintain a scheduled basis for replacement.

Maintain email and Internet access in an efficient and cost effective manner.

Continue to implement GIS.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$6,778	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$358,403	\$389,944	\$440,553	\$454,791	\$454,791	\$454,791
Miscellaneous Revenue	\$6,332	\$1,271	\$10,000	\$10,000	\$10,000	\$10,000
Fund Balance Available	\$666,913	\$671,585	\$696,907	\$783,944	\$783,944	\$783,944
TOTAL	\$1,038,426	\$1,062,799	\$1,147,460	\$1,248,735	\$1,248,735	\$1,248,735

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$308,602	\$303,097	\$402,980	\$460,920	\$460,920	\$460,920
Capital Outlay	\$58,239	\$56,548	\$75,000	\$55,000	\$55,000	\$55,000
Transfers	\$0	\$0	\$30,000	\$0	\$0	\$0
Contingency	\$0	\$0	\$50,000	\$40,000	\$40,000	\$40,000
Fund Balance Available	\$0	\$0	\$589,480	\$692,815	\$692,815	\$692,815
TOTAL	\$366,841	\$359,646	\$1,147,460	\$1,248,735	\$1,248,735	\$1,248,735



Equipment

Internal Service Funds

MISSION STATEMENT

To provide effective and economical equipment services for other city departments by maintaining vehicles and equipment and keeping a comprehensive parts and supply inventory.

DEPARTMENT OVERVIEW

The Equipment fund furnishes and maintains vehicles and major construction equipment for all City departments except for the Light & Power Department and Fire Department. This includes inspecting motor vehicles, scheduling preventive and normal maintenance, recording maintenance history, analyzing equipment costs, defining replacement cycles, and drafting specifications for the purchase of new equipment. In addition, the Equipment Fund maintains a fuel supply station. As an internal service fund for the City, the Equipment Fund generates its revenue by billing other departments in the form of a rental rate for each piece of equipment. This service is provided to all City departments, except for Light & Power and Fire Departments who purchase their own vehicles. These two departments receive maintenance from the Equipment Fund on a contract basis.

Department Goals for 2023-24

Replace vehicles and equipment on a timely and scheduled basis.

Inspect and certify that all City vehicles meet DEQ emission standards.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$983,824	\$1,031,432	\$1,195,712	\$1,315,057	\$1,315,057	\$1,315,057
Miscellaneous Revenue	\$125,627	\$41,982	\$57,700	\$51,200	\$51,200	\$51,200
Transfers	\$114,480	\$134,160	\$176,088	\$159,660	\$159,660	\$159,660
Fund Balance Available	\$1,594,313	\$1,986,172	\$1,859,021	\$2,536,326	\$2,536,326	\$2,536,326
TOTAL	\$2,818,244	\$3,193,747	\$3,288,521	\$4,062,243	\$4,062,243	\$4,062,243

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Personnel Services	\$248,991	\$251,834	\$278,443	\$297,749	\$297,749	\$297,749
Materials & Services	\$343,973	\$449,044	\$558,844	\$567,001	\$567,001	\$567,001
Capital Outlay	\$239,108	\$186,469	\$1,009,000	\$1,241,000	\$1,241,000	\$1,241,000
Contingency	\$0	\$0	\$160,000	\$250,000	\$250,000	\$250,000
Fund Balance Available	\$0	\$0	\$1,282,234	\$1,706,493	\$1,706,493	\$1,706,493
TOTAL	\$832,071	\$887,348	\$3,288,521	\$4,062,243	\$4,062,243	\$4,062,243



City Utilities

Internal Service Funds

DEPARTMENT OVERVIEW

The fund was established in FY 2007-08 to account for the electric and water usage of departments funded out of the General Fund. As a budget savings strategy, General Fund departments are not charged for the city-owned services of electricity and water. However, usage will still be tracked in this fund. This fund receives revenue from the Light and Power Fund and the Water Fund and in turn the expenditures are paid back to those respective funds, based on each department's usage. If the total budgeted funds from the Light and Power Fund or the Water Fund are exceeded, then the excess is charged directly to the General Fund department that exceeds their budgeted funds.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Transfers	\$196,313	\$215,417	\$235,235	\$242,292	\$242,292	\$242,292
TOTAL	\$196,313	\$215,417	\$235,235	\$242,292	\$242,292	\$242,292

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$196,313	\$215,417	\$235,234	\$242,292	\$242,292	\$242,292
TOTAL	\$196,313	\$215,417	\$235,234	\$242,292	\$242,292	\$242,292



Risk Management

Internal Service Funds

DEPARTMENT OVERVIEW

The City established the Risk Management Fund in FY 2007-08 to account for Workers' Compensation Insurance and Property/Liability Insurance activities. The departments are charged for workers' compensation insurance based on the salaries and worker compensation rates for the employees and property/liability insurance is allocated on several factors including assets assigned to the departments.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Charges for Services	\$531,138	\$646,345	\$708,375	\$819,992	\$819,992	\$819,992
Miscellaneous Revenue	\$27,509	\$75,658	\$25,500	\$900	\$900	\$900
Fund Balance Available	\$328,041	\$255,180	\$223,491	\$227,108	\$227,108	\$227,108
TOTAL	\$886,688	\$977,183	\$957,366	\$1,048,000	\$1,048,000	\$1,048,000

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$530,925	\$633,850	\$823,516	\$868,094	\$868,094	\$868,094
Capital Outlay	\$60,582	\$45,338	\$48,337	\$29,218	\$29,218	\$29,218
Transfers	\$40,000	\$40,000	\$10,000	\$10,000	\$10,000	\$10,000
Contingency	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000
Fund Balance Available	\$0	\$0	\$25,513	\$90,688	\$90,688	\$90,688
TOTAL	\$631,508	\$719,188	\$957,366	\$1,048,000	\$1,048,000	\$1,048,000



Traffic Impact (TIF)

Capital Projects

MISSION STATEMENT

Fees were collected for the purpose of improving the City's transportation network to meet growth impacts. The fee was replaced by the Transportation Development Tax.

DEPARTMENT OVERVIEW

The Traffic Impact Fee (TIF) was replaced by the new Transportation Development Tax which was approved by voters of Washington County in 2008. The new tax went into effect in July 2009 and will replace the TIF. Therefore, money collected up until July 2009 will be kept in this TIF account and money collected after will be kept in the new TDT Transportation Development Tax fund. Funds are used for specific projects relating to improvement and development within the City.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$16,591	\$485	\$500	\$0	\$0	\$0
Fund Balance Available	\$2,147,408	\$1,652,516	\$478,180	\$0	\$0	\$0
TOTAL	\$2,163,999	\$1,653,000	\$478,680	\$0	\$0	\$0

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Capital Outlay	\$511,483	\$1,376,583	\$478,680	\$0	\$0	\$0
TOTAL	\$511,483	\$1,376,583	\$478,680	\$0	\$0	\$0



Transportation Development Tax (TDT)

Capital Projects

MISSION STATEMENT

To collect fees for the purpose of improving the City’s transportation network to meet the impacts of growth.

DEPARTMENT OVERVIEW

In November 2008, the citizens of Washington County approved a Transportation Development Tax (TDT). The TDT replaced the Traffic Impact Fee (TIF). The TDT is levied countywide. The City retains 100% of the TDT fee that is collected and funds are used for expansion and development within the city.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$146,838	\$31,062	\$28,000	\$95,000	\$95,000	\$95,000
Licenses, Permits, & Fees	\$1,052,103	\$3,494,102	\$900,000	\$900,000	\$900,000	\$900,000
Fund Balance Available	\$11,936,545	\$13,135,486	\$16,070,886	\$16,097,917	\$16,097,917	\$16,097,917
TOTAL	\$13,135,486	\$16,660,650	\$16,998,886	\$17,092,917	\$17,092,917	\$17,092,917

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Capital Outlay	\$0	\$3,895	\$16,998,886	\$17,092,917	\$17,092,917	\$17,092,917
TOTAL	\$0	\$3,895	\$16,998,886	\$17,092,917	\$17,092,917	\$17,092,917



Bike and Pedestrian Pathways

Capital Projects

MISSION STATEMENT

Improve pathway conditions for pedestrians, cyclists and the disabled in Forest Grove through the development of the Bike and Pedestrian Network Plan

DEPARTMENT OVERVIEW

Revenue for this fund comes mainly from the State Gas Tax. One percent (1%) of the State Gas Tax revenues received for the city is allocated for bike and pedestrian pathway improvements. The use of these funds is restricted to capital projects that build or improve facilities for pedestrian and bicycle modes of transportation.

The City of Forest Grove is building up funds for future improvements to bike and pedestrian paths throughout the city.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$18,215	\$20,635	\$20,054	\$20,801	\$20,801	\$20,801
Miscellaneous Revenue	\$0	\$0	\$200	\$1,000	\$1,000	\$1,000
Fund Balance Available	\$24,263	\$42,477	\$41,527	\$83,596	\$83,596	\$83,596
TOTAL	\$42,477	\$63,112	\$61,781	\$105,397	\$105,397	\$105,397

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Capital Outlay	\$0	\$0	\$61,781	\$105,397	\$105,397	\$105,397
TOTAL	\$0	\$0	\$61,781	\$105,397	\$105,397	\$105,397

Parks Acquisition and Development

Capital Projects



DEPARTMENT OVERVIEW

This fund is home to the revenue sources for growth-related parks and capital expansions projects. Funds are expended on projects that are based on growth of the City, as identified through the Parks Recreation and Open Space Master Plan and the Capital Improvements Program (CIP) document

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$0	\$0	\$1,400,000	\$1,602,103	\$1,602,103	\$1,602,103
Charges for Services	\$718,398	\$2,590,310	\$650,000	\$650,000	\$650,000	\$650,000
Miscellaneous Revenue	\$425,384	\$9,122	\$5,000	\$40,000	\$40,000	\$40,000
Fund Balance Available	\$3,242,407	\$3,275,305	\$4,768,950	\$5,204,696	\$5,204,696	\$5,204,696
TOTAL	\$4,386,188	\$5,874,736	\$6,823,950	\$7,496,799	\$7,496,799	\$7,496,799

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$26,590	\$54,640	\$455,000	\$455,000	\$455,000
Capital Outlay	\$1,110,884	\$859,691	\$6,769,310	\$7,041,799	\$7,041,799	\$7,041,799
TOTAL	\$1,110,884	\$886,281	\$6,823,950	\$7,496,799	\$7,496,799	\$7,496,799



Capital Projects

Capital Projects

DEPARTMENT OVERVIEW

The Capital Projects Fund was established to account for major capital projects that receive funding from several operating funds within the City or for major capital projects that will be funded by accumulated reserves from the sale of the Fernhill Wetlands to CWS in the Capital Projects Fund.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Intergovernmental Revenue	\$223,182	\$34,000	\$0	\$0	\$0	\$0
Grants	\$2,726,364	\$64,247	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$351,512	\$321,972	\$1,279,762	\$938,447	\$938,447	\$938,447
Transfers	\$192,000	\$3,673,052	\$510,000	\$0	\$0	\$0
Fund Balance Available	\$400,419	\$464,032	\$4,243,098	\$50,000	\$50,000	\$50,000
TOTAL	\$3,893,476	\$4,557,303	\$6,032,860	\$988,447	\$988,447	\$988,447

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$0	\$288	\$55,000	\$8,474	\$8,474	\$8,474
Capital Outlay	\$3,429,444	\$1,520,713	\$5,977,860	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$979,973	\$979,973	\$979,973
TOTAL	\$3,429,444	\$1,521,001	\$6,032,860	\$988,447	\$988,447	\$988,447



Capital Improvement Plan Excise Tax

Capital Projects

DEPARTMENT OVERVIEW

This fund was established in FY 1990 to account for the receipt and expenditures of the CIP Excise Tax assessed on City utility bills to fund the Public Safety and General Government programs within the Capital Improvements Program. Ninety percent (90%) of the revenue is used for the Public Safety program and the remaining 10% is used for General Government program. The tax was initiated in 1990 and has been renewed annually since that date. This fund primarily finances the replacement of Police and Fire Department vehicles.

Budget Resources

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Miscellaneous Revenue	\$1,460	\$363	\$1,000	\$2,000	\$2,000	\$2,000
Licenses, Permits, & Fees	\$383,301	\$387,490	\$376,000	\$386,000	\$386,000	\$386,000
Transfers	\$0	\$0	\$0	\$0	\$26,300	\$26,300
Fund Balance Available	\$293,042	\$262,078	\$259,607	\$192,743	\$192,743	\$192,743
TOTAL	\$677,802	\$649,931	\$636,607	\$580,743	\$607,043	\$607,043

Budget Expenditures

	2020 - 21 Actual	2021 - 22 Actual	2022-23 Adopted	2023 - 24 Proposed	2023-24 Approved	2023 - 24 Adopted
Materials & Services	\$65,427	\$24,228	\$88,546	\$97,689	\$123,989	\$123,989
Capital Outlay	\$36,317	\$7,975	\$216,431	\$129,394	\$129,394	\$129,394
Transfers	\$313,980	\$328,160	\$331,630	\$353,660	\$353,660	\$353,660
TOTAL	\$415,724	\$360,363	\$636,607	\$580,743	\$607,043	\$607,043

This page intentionally left blank

Appendix: Compensation Plan

CITY OF FOREST GROVE 2023-24 Compensation Plan Effective 7-1-2023						
Part-Time / Temporary						
	1	2	3	4	5	6
U 100 Cashier	15.87	16.35	16.85	17.35	17.87	18.41
U 100 Lifeguard	15.87	16.35	16.85	17.35	17.87	18.41
U 101 Intern	15.60	16.69	17.79	20.00	X	X
U 103 Lead Guard	16.67	17.17	17.69	18.21	18.77	19.33
U 105 Clerical Aide	17.50	18.03	18.58	19.12	19.71	20.29
U 105 Aquatics Instructor	17.50	18.03	18.58	19.12	19.71	20.29
U 107 Parks Seasonal Mnt Worker	23.85	24.80	25.79	26.83	27.90	29.01
U 198 Municipal Court Judge	100.00	X	X	X	X	X
Management / Nonrepresented						
	1	2	3	4	5	6
U199	4,532	4,759	4,997	5,247	5,509	5,784
U200	4,623	4,854	5,097	5,352	5,619	5,900
U201	4,715	4,951	5,199	5,459	5,731	6,018
U202	4,810	5,050	5,303	5,568	5,846	6,138
U203	4,906	5,151	5,409	5,679	5,963	6,261
U204	5,004	5,254	5,517	5,793	6,082	6,386
U205	5,104	5,359	5,627	5,909	6,204	6,514
U206	5,206	5,466	5,740	6,027	6,328	6,644
U207 HR Program Specialist	5,310	5,576	5,854	6,147	6,455	6,777
U208	5,416	5,687	5,972	6,270	6,584	6,913
U209 Mechanic Supervisor	5,525	5,801	6,091	6,396	6,715	7,051
U210	5,635	5,917	6,213	6,523	6,850	7,192
U211 Accountant	5,748	6,035	6,337	6,654	6,987	7,336
U211 Executive Assistant to CM	5,748	6,035	6,337	6,654	6,987	7,336
U211 HR Technician	5,748	6,035	6,337	6,654	6,987	7,336
U212 Municipal Court Supervisor	5,863	6,156	6,464	6,787	7,126	7,483
U212 Aquatics Supervisor	5,863	6,156	6,464	6,787	7,126	7,483
U213	5,980	6,279	6,593	6,923	7,269	7,632
U214 Support Unit Supervisors	6,100	6,405	6,725	7,061	7,414	7,785
U215 Senior Accountant	6,222	6,533	6,859	7,202	7,563	7,941
U216	6,346	6,663	6,997	7,347	7,714	8,100
U217 Library Services Supervisor	6,473	6,797	7,137	7,493	7,868	8,262
U218 Administrative Services Manager	6,603	6,933	7,279	7,643	8,025	8,427
U218 City Recorder	6,603	6,933	7,279	7,643	8,025	8,427
U218 Project Engineer	6,603	6,933	7,279	7,643	8,025	8,427
U218 Facilities Maintenance Supervisor	6,603	6,933	7,279	7,643	8,025	8,427
U218 Crew Supervisor	6,603	6,933	7,279	7,643	8,025	8,427
U218 Parks Supervisor	6,603	6,933	7,279	7,643	8,025	8,427
U218 Communications & Programs Manager	6,603	6,933	7,279	7,643	8,025	8,427
U219 Senior Management Analyst	6,735	7,071	7,425	7,796	8,186	8,595
U220	6,869	7,213	7,573	7,952	8,350	8,767
U221 WTP Superintendent	7,007	7,357	7,725	8,111	8,517	8,943
U222	7,147	7,504	7,879	8,273	8,687	9,121
U223	7,290	7,654	8,037	8,439	8,861	9,304
U224 Public Works Superintendent	7,436	7,807	8,198	8,608	9,038	9,490
U225 Engineering Division & Projects Manager	7,584	7,963	8,362	8,780	9,219	9,680
U226	7,736	8,123	8,529	8,955	9,403	9,873
U227	7,891	8,285	8,699	9,134	9,591	10,071
U228	8,048	8,451	8,873	9,317	9,783	10,272
U229 Building Official	8,209	8,620	9,051	9,503	9,979	10,478
U230	8,374	8,792	9,232	9,694	10,178	10,687
U231 Assistant Finance Director	8,541	8,968	9,417	9,887	10,382	10,901
U232 Fire Division Chief	8,712	9,148	9,605	10,085	10,589	11,119
U233	8,886	9,330	9,797	10,287	10,801	11,341

CITY OF FOREST GROVE
2023-24 Compensation Plan
Effective 7-1-2023

Management / Nonrepresented Continued

	1	2	3	4	5	6
U234 Information Technology Manager	9,064	9,517	9,993	10,493	11,017	11,568
U235 Library Director	9,245	9,707	10,193	10,702	11,238	11,799
U235 Parks & Recreation Director	9,245	9,707	10,193	10,702	11,238	11,799
U235 Human Resources Director	9,245	9,707	10,193	10,702	11,238	11,799
U235 Police Captain	9,245	9,707	10,193	10,702	11,238	11,799
U236	9,430	9,902	10,397	10,917	11,462	12,035
U237 Power Services Manager	9,619	10,100	10,605	11,135	11,692	12,276
U238	9,811	10,302	10,817	11,358	11,925	12,522
U239 Community Development Director	10,007	10,508	11,033	11,585	12,164	12,772
U239 Public Works Director	10,007	10,508	11,033	11,585	12,164	12,772
U240	10,207	10,718	11,254	11,816	12,407	13,028
U241 Fire Chief	10,412	10,932	11,479	12,053	12,655	13,288
U241 Light & Power Director	10,412	10,932	11,479	12,053	12,655	13,288
U241 Police Chief	10,412	10,932	11,479	12,053	12,655	13,288
U242	10,620	11,151	11,708	12,294	12,908	13,554
U243 Assistant City Manager/Finance Director	10,832	11,374	11,943	12,540	13,167	13,825
U244	11,049	11,601	12,181	12,790	13,430	14,101
U245	11,270	11,833	12,425	13,046	13,699	14,383
U247						15,037
City Manager (current contract amount)						14,459

AFSCME Local 3786

	1	2	3	4	5	6
A 10	3,324	3,458	3,596	3,740	3,889	4,045
A 11 Aquatics Program Specialist	3,392	3,527	3,668	3,815	3,968	4,126
A 12 Janitor	3,460	3,599	3,742	3,891	4,047	4,209
A 12 Fire Logistics Technician	3,460	3,599	3,742	3,891	4,047	4,209
A 13 Administrative Specialist I	3,529	3,670	3,817	3,970	4,128	4,293
A 13 Library Assistant	3,529	3,670	3,817	3,970	4,128	4,293
A 14	3,600	3,743	3,893	4,049	4,211	4,379
A 15	3,672	3,819	3,972	4,130	4,295	4,466
A 16	3,744	3,894	4,050	4,212	4,380	4,556
A 17	3,820	3,973	4,131	4,296	4,468	4,646
A 18	3,896	4,052	4,214	4,382	4,558	4,739
A 19 Library Associate	3,974	4,132	4,297	4,469	4,647	4,834
A 20 Administrative Specialist II	4,053	4,215	4,383	4,559	4,741	4,931
A 21 Utility Worker I	4,134	4,299	4,471	4,650	4,836	5,029
A 22	4,216	4,384	4,560	4,742	4,933	5,130
A 23	4,301	4,473	4,653	4,838	5,032	5,233
A 24	4,388	4,563	4,745	4,936	5,134	5,338
A 25 Accounting Technician	4,476	4,656	4,841	5,035	5,237	5,446
A 25 Permit Coordinator	4,476	4,656	4,841	5,035	5,237	5,446
A 26 Utility Worker II	4,565	4,747	4,938	5,136	5,342	5,555
A 27 Administrative Assistant	4,659	4,844	5,038	5,240	5,449	5,666
A 28 Mechanic	4,749	4,940	5,138	5,344	5,557	5,779
A 28 Permit Technician	4,749	4,940	5,138	5,344	5,557	5,779
A 28 Engineering Technician Trainee	4,749	4,940	5,138	5,344	5,557	5,779
A28 Communications & Program Assistant	4,749	4,940	5,138	5,344	5,557	5,779
A 29 PC Technician I	4,845	5,039	5,241	5,451	5,668	5,895
A 29	4,845	5,039	5,241	5,451	5,668	5,895
A 30 PW Program Specialist	4,942	5,140	5,346	5,559	5,781	6,012
A 30 WTP Operator Trainee	4,942	5,140	5,346	5,559	5,781	6,012
A 30 Recreation Coordinator	4,942	5,140	5,346	5,559	5,781	6,012
A 31 Youth Services Librarian	5,040	5,242	5,452	5,670	5,897	6,133
A 31 Adult Services Librarian	5,040	5,242	5,452	5,670	5,897	6,133
A 31 Engineering Technician	5,040	5,242	5,452	5,670	5,897	6,133
A 31 Assistant Planner	5,040	5,242	5,452	5,670	5,897	6,133
A 32 Payroll Coordinator	5,141	5,347	5,561	5,783	6,015	6,255
A 33 Water Treatment Plant Operator	5,243	5,453	5,671	5,898	6,135	6,380

CITY OF FOREST GROVE
2023-24 Compensation Plan
Effective 7-1-2023

AFSCME Local 3786 Continued

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
A 33 PC Technician II	5,243	5,453	5,671	5,898	6,135	6,380
A 34 Building Inspector I	5,349	5,563	5,786	6,017	6,257	6,508
A 35	5,455	5,673	5,900	6,137	6,383	6,637
A 36	5,565	5,788	6,019	6,259	6,510	6,770
A 37	5,675	5,902	6,139	6,385	6,639	6,905
A 38 Associate Planner	5,790	6,021	6,261	6,512	6,772	7,043
A 38	5,790	6,021	6,261	6,512	6,772	7,043
A 38 Building Inspector II	5,790	6,021	6,261	6,512	6,772	7,043
A 39	5,904	6,141	6,387	6,641	6,908	7,184
A 40	6,024	6,264	6,515	6,775	7,046	7,328
A 41 GIS Analyst	6,144	6,390	6,646	6,911	7,187	7,475
A 42	6,267	6,518	6,778	7,049	7,332	7,624
A 43 Economic Development Program Coordin	6,392	6,648	6,913	7,189	7,477	7,777
A 43 GIS Coordinator	6,392	6,648	6,913	7,189	7,477	7,777
A 44 Senior Planner	6,521	6,782	7,052	7,335	7,627	7,932
A 45	6,651	6,916	7,192	7,480	7,780	8,091
A 46	6,784	7,054	7,338	7,630	7,935	8,252
A 47 Network Administrator	6,920	7,196	7,483	7,783	8,094	8,417
A 48	7,057	7,340	7,632	7,938	8,255	8,585

Firefighter Association (24/48 schedule)

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
F 90 Firefighter	26.5161	27.7820	29.0701	30.3345	31.6146	32.8940
F 92 Lieutenant	27.8463	29.1764	30.5270	31.8513	33.1976	34.5431
F 96 Fire Captain	30.4715	31.9481	33.4047	34.8565	36.3277	37.7846
F 98 Fire Inspector	31.1641	32.6565	34.1580	35.6555	37.1420	38.6544

Police Association

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
P 76 Records Specialist I	4,405	4,581	4,766	4,956	5,154	5,362
P78 Records Specialist II	4,810	5,003	5,204	5,413	5,627	5,853
P 78 Community Outreach Coordinator	4,810	5,003	5,204	5,413	5,627	5,853
P 79 Code Enforcement Officer	4,858	5,052	5,253	5,464	5,684	5,909
P 79 Property Evidence Specialist	4,858	5,052	5,253	5,464	5,684	5,909
P 80 Police Officer	5,976	6,371	6,656	7,021	7,339	7,740
P 80 Police Investigator	5,976	6,371	6,656	7,021	7,339	7,740
P 90 Sergeant	7,401	7,770	8,160	8,567	8,995	9,446

CITY OF FOREST GROVE
2023-24 Compensation Plan
Effective 7-1-2023

IBEW Local 125		1	2	3	4	5	6	7	8
i50	Meter Reader	22.60	26.77	31.54	X	X	X	X	X
i52	IBEW Mechanic	26.99	28.65	30.27	31.57	32.69	33.76	X	X
i54	Senior Utility Worker	28.47	32.13	35.73	X	X	X	X	X
i55	Senior Utility Worker II	38.23	X	X	X	X	X	X	X
i56	Project Design Tech	26.97	29.22	31.47	33.33	34.17	37.76	40.46	44.95
i59	Groundsman	35.92	X	X	X	X	X	X	X
i60	Pre-Apprentice Lineman	35.92	X	X	X	X	X	X	X
i60	Apprentice Lineman	35.92	38.68	40.34	42.00	44.21	46.42	49.73	X
i62	Apprentice Tree Trimmer	33.58	35.35	37.14	39.77	X	X	X	X
i63	Journeyman Tree Trimmer	44.19	X	X	X	X	X	X	X
i64	Tree Trimmer Foreman	49.73	X	X	X	X	X	X	X
i65	Journeyman Lineman Estimator	55.26	X	X	X	X	X	X	X
i65	Journeyman Lineman	55.26	X	X	X	X	X	X	X
i65	Journeyman Meterman	55.26	X	X	X	X	X	X	X
i66	Lead Substation Meter Relay Tech	59.13	X	X	X	X	X	X	X
i67	Serviceman	58.02	X	X	X	X	X	X	X
i68	Meterman Foreman	60.79	X	X	X	X	X	X	X
i68	Working Foreman	60.79	X	X	X	X	X	X	X
i70	Meter Relay Foreman	62.44	X	X	X	X	X	X	X
i72	Line Foreman	63.55	X	X	X	X	X	X	X
i73	General Foreman	64.65	X	X	X	X	X	X	X



Appendix: Schedule of Future Debt Service Requirements

**City of Forest Grove
Schedule of Future Debt Service Requirements**

FISCAL YEAR	WATER FUND		LIGHT & POWER FUND		SEWER SDC FUND	
	Principal	Interest	Principal	Interest	Principal	Interest
2023-24	46,546	26,251	253,000	52,213	97,606	15,449
2024-25	48,176	24,621	260,000	45,800	99,637	13,418
2025-26	49,862	22,935	266,000	39,225	101,711	11,345
2026-27	51,607	21,190	273,000	32,488	103,827	9,228
2027-28	53,413	19,384	280,000	25,575	105,987	7,068
2028-29	55,283	17,514	287,000	18,488	108,192	4,863
2029-30	57,218	15,579	294,000	11,225	110,444	2,612
2030-31	59,220	13,577	302,000	3,775	43,270	447
2031-32	61,293	11,504	-	-	-	-
2032-33	63,438	9,359	-	-	-	-
2033-34	65,659	7,138	-	-	-	-
2034-35	67,957	4,840	-	-	-	-
2035-36	70,335	2,462	-	-	-	-
	750,007	196,354	2,215,000	228,788	770,674	64,430



FY2023-28

Capital Improvement Plan

Capital Improvement Plan Summary

During every budget cycle, the City of Forest Grove reviews and updates the 5-Year Capital Improvement Plan for each department that has projects upcoming in the upcoming five years or future years. Included is a brief summary list of all of the current 5-year projects and their associated costs. A more detailed look at each CIP project is listed after the summary, which includes a brief description of the project and funding sources to complete the project.

Questions related to any project seen in this document may be forwarded to each specific Department Director of each Department listed in the Capital Improvement Plan. Their current contact information can be found on our City of Forest Grove’s website if needed.

CIP #	PROJECT	2023-24	2024-25	2025-26	2026-27	2027-28	CIP TOTAL	FUNDING
ADMINISTRATION								
GEN.001	New Police Facility	-	50,000	13,750,000	12,350,000	-	26,150,000	CAP/BOND
GEN.003	Replace Police Facility Roof	-	200,000	-	-	-	200,000	MAINT
GEN.004	Complete City Fiber Loop	250,000	-	-	-	-	250,000	ARPA
GEN.005	Library Improvements	420,000	-	-	-	-	420,000	ARPA
GEN.006	Phone System Upgrade	-	45,000	-	-	-	45,000	Info
GEN.007	GIS Migration to Utilities Network	-	150,000	100,000	-	-	250,000	L&P/PW
GEN.008	Asset Management	-	-	150,000	250,000	-	400,000	Various
ADMINISTRATION CIP TOTAL =		670,000	445,000	14,000,000	12,600,000	-	27,715,000	
LIGHT AND POWER								
LP.001	Major Tools and Equipment	30,000	30,000	30,000	30,000	30,000	150,000	L&P
LP.002	Substation Upgrade	150,000	150,000	150,000	150,000	150,000	750,000	L&P
LP.004	Property Improvements	450,000	20,000	20,000	20,000	20,000	530,000	L&P
LP.008	Vehicle Replacement Program	240,000	100,000	100,000	380,000	100,000	920,000	L&P
LP.009	Specialized Equipment	27,000	35,000	35,000	145,000	35,000	277,000	L&P
LP.010	Substation Security	185,000	-	-	-	-	185,000	L&P
LP.022	Distribution System Upgrades	200,000	200,000	200,000	200,000	200,000	1,000,000	L&P
LP.023	Internal Distribution Loop	-	2,000,000	-	-	-	2,000,000	L&P
LIGHT AND POWER CIP TOTAL =		1,282,000	2,535,000	535,000	925,000	535,000	5,812,000	
MAJOR EQUIPMENT								
EQ.001	Equipment Replacement Program	247,000	1,055,000	942,000	142,000	850,000	3,236,000	Equipment
EQ.002	Fuel Tank Replacements	602,000	-	-	-	-	602,000	Equipment
EQUIPMENT CIP TOTAL =		849,000	1,055,000	942,000	142,000	850,000	3,838,000	
STREETS								
ST.001	General Overlay Improvements	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	5,100,000	Street
ST.008	Major Tools and Equipment	10,000	10,000	10,000	10,000	10,000	50,000	Street
ST.009	Curb Ramp Improvements	100,000	100,000	100,000	100,000	100,000	500,000	Street/TDT
ST.010	Signal Loop Replacement	8,000	8,000	8,000	8,000	8,000	40,000	Street
STREET CIP TOTAL =		1,218,000	1,118,000	1,118,000	1,118,000	1,118,000	5,690,000	
SEWER								
SW.001	Repair and Replace Old Sewer Pipes	75,000	75,000	75,000	75,000	75,000	375,000	Sewer SDC
SW.002	Sewer Oversizing Participation	70,000	70,000	70,000	70,000	70,000	350,000	Sewer SDC
SEWER CIP TOTAL =		145,000	145,000	145,000	145,000	145,000	725,000	

CIP #	PROJECT	2023-24	2024-25	2025-26	2026-27	2027-28	CIP TOTAL	FUNDING
<u>WATER</u>								
W.001	Distribution Main Improvements	100,000	100,000	100,000	100,000	100,000	500,000	Water
W.002	Waterline Oversizing	50,000	50,000	50,000	50,000	50,000	250,000	Water SDC
W.003	Water Treatment Plant Projects	33,000	33,000	33,000	33,000	33,000	165,000	Water
W.004	Water Line Extensions	100,000	100,000	100,000	100,000	100,000	500,000	Water
W.016	Large Meter Replacement	50,000	50,000	50,000	50,000	50,000	250,000	Water
W.017	Emergency Intertie	1,200,000	30,000	30,000	30,000	30,000	1,320,000	Fed Funding/W SDC
W.022	Equipment Shelter	341,750	-	-	-	-	341,750	Water
W.023	WTP Storage Tank Replacement	1,000,000	7,000,000	7,000,000	-	-	15,000,000	Water/Rev Bonds
JWC.001	JWC Project (FG Portion of Costs)	683,359	434,639	414,765	-	-	1,532,763	Water SDC
WATER CIP TOTAL =		3,558,109	7,797,639	7,777,765	363,000	363,000	19,859,513	
<u>SURFACE WATER MANAGEMENT</u>								
SWM.001	Storm Sewer Construction	20,000	20,000	20,000	20,000	20,000	100,000	SWM
SWM.002	Storm Sewer Outfalls	10,000	10,000	10,000	10,000	10,000	50,000	SWM
SWM.008	Alyssum & Twinflower Line Replace	-	300,000	-	-	-	300,000	SWM
SWM CIP TOTAL =		30,000	330,000	30,000	30,000	30,000	450,000	

CIP #	PROJECT	2023-24	2024-25	2025-26	2026-27	2027-28	CIP TOTAL	FUNDING
PUBLIC SAFETY (POLICE & FIRE)								
PD.012	Toughbooks	14,000	14,000	14,000	-	-	42,000	Info
PD.013	Body Worn Camers	6,600	-	-	-	-	6,600	GF
PD.014	Infrared Drone	7,000	-	-	-	-	7,000	GF
PD.040	Weapons Procure & Replacement	10,000	10,000	10,000	10,000	10,000	50,000	GF
FF.001	Vehicle Replacement	250,000	250,000	233,000	-	-	733,000	50/50
FF.003	Replacement of Rescue Equipment	44,500	44,500	44,500	44,500	44,500	222,500	50/50
FF.004	Personal Protective Equipment	54,000	54,000	54,000	54,000	54,000	270,000	50/50
FF.008	Fire Interoperability and Reporting Equipment	16,000	16,000	-	-	-	32,000	50/50
FF.009	Medical Equipment	38,600	-	-	-	-	38,600	50/50
FF.010	EOC Upgrades	15,000	-	-	-	-	15,000	50/50
PUBLIC SAFETY CIP TOTAL =		455,700	388,500	355,500	108,500	108,500	1,416,700	
PARKS & RECREATION								
AQ.001	Aquatic Center Improvements	111,000	97,500	123,000	-	-	331,500	Major Maint.
AQ.009	Domestic Water Pipe Replacement - AC	-	180,000	-	-	-	180,000	Major Maint.
AQ.011	Main Pool Gutter Rebuild	-	200,000	-	-	-	200,000	Major Maint.
PKS.001	Park Improvements	36,000	-	-	-	-	36,000	Parks SDC
PKS.002	Vehicle Replacement	80,000	95,000	65,000	-	-	240,000	Equip
PKS.003	Specialized Equipment	56,000	85,000	115,000	-	-	256,000	Major Maint.
PKS.004	Hazel Sills Park Improvements	250,000	-	-	-	-	250,000	Parks SDC
PKS.005	Spray Park Renovation	-	900,000	-	-	-	900,000	Parks SDC
PKS.014	Pool Deck Re-Surface	-	-	250,000	-	-	250,000	Major Maint.
PKS.015	Parks, Recreation & Open Space Master Plan	-	-	100,000	-	-	100,000	Parks SDC
PKS.024	Joseph Gale Park Improvements	-	450,000	-	-	-	450,000	Parks SDC
PKS.025	Eastside Park	550,000	-	-	-	-	550,000	Parks SDC
PKS.026	Forest Grove Loop Trail	-	5,500,000	-	-	-	5,500,000	Parks SDC
PKS.027	Kyle Park	-	1,000,000	-	-	-	1,000,000	Parks SDC
PKS.028	Truck	50,000	-	-	-	-	50,000	Parks
P&R CIP TOTAL =		1,133,000	8,507,500	653,000	-	-	10,293,500	
		2022-23	2023-24	2024-25	2025-26	2026-27	CIP TOTAL	
2023-28 CIP TOTAL =		9,340,809	22,321,639	25,556,265	15,431,500	3,149,500	75,799,713	

Administration Department Projects

Project Title:	GEN.001 > New Police Facility					
Project Description:	New Police Facility					
Est. Completion	Fall 2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design	-	50,000	750,000	-	-	800,000
Construction	-	-	13,000,000	11,850,000	-	24,850,000
Equipment	-	-	-	500,000	-	500,000
TOTAL	-	50,000	13,750,000	12,350,000	-	26,150,000
Funding:						
Capital Projects Fund	-	50,000	-	-	-	50,000
Gen'l Obligation Bond	-	-	13,750,000	12,350,000	-	26,100,000
TOTAL	-	50,000	13,750,000	12,350,000	-	26,150,000

Project Title:	GEN.003 >Police Facility Roof					
Project Description:	Replace Aging Roof on Police Facility					
Est. Completion	Spring 2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	200,000	-	-	-	200,000
TOTAL	-	200,000	-	-	-	200,000
Funding:						
Major Maintenance Fund	-	200,000	-	-	-	200,000
TOTAL	-	200,000	-	-	-	200,000

Project Title:	GEN.004 > Complete City Fiber Loop					
Project Description:	Complete Current City Fiber Backbone into Looped System					
Est. Completion	Summer 2023					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	250,000	-	-	-	-	250,000
TOTAL	250,000	-	-	-	-	250,000
Funding:						
American Rescue Plan Fund	250,000	-	-	-	-	250,000
TOTAL	250,000	-	-	-	-	250,000

Administration Department Projects

Project Title:	GEN.005 > Library Improvements					
Project Description:	Library Improvements					
Est. Completion	Summer 2023					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	420,000	-	-	-	-	420,000
TOTAL	420,000	-	-	-	-	420,000
Funding:						
American Rescue Plan Fund	420,000	-	-	-	-	420,000
TOTAL	420,000	-	-	-	-	420,000

Project Title:	GEN.006 > Phone System Upgrade					
Project Description:	Phone System Upgrade					
Est. Completion	2024-2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment	-	45,000	-	-	-	45,000
TOTAL	-	45,000	-	-	-	45,000
Funding:						
Information System Fund	-	45,000	-	-	-	45,000
TOTAL	-	45,000	-	-	-	45,000

Project Title:	GEN.007 > GIS					
Project Description:	GIS Migration to Utilities Network					
Est. Completion	2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment	-	150,000	100,000	-	-	250,000
TOTAL	-	150,000	100,000	-	-	250,000
Funding:						
L&P/PW	-	150,000	100,000	-	-	250,000
TOTAL	-	150,000	100,000	-	-	250,000

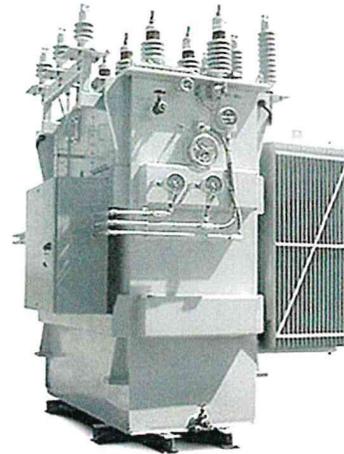
This page intentionally left blank

Administration Department Projects

Project Title:		GEN.008 > Asset Management				
Project Description:		Asset Management				
Est. Completion		2026				
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment	-	-	150,000	250,000	-	400,000
TOTAL	-	-	150,000	250,000	-	400,000
Funding:						
Various	-	-	150,000	250,000	-	400,000
TOTAL	-	-	150,000	250,000	-	400,000

Light and Power Department Projects

Project # and Title:	LP.001 > Major Tools					
Project Description:	Yearly Updates to major tools and additional equipment over \$5,000					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	30,000	30,000	30,000	30,000	30,000	150,000
TOTAL	30,000	30,000	30,000	30,000	30,000	150,000
Funding:						
L&P Fund	30,000	30,000	30,000	30,000	30,000	150,000
TOTAL	30,000	30,000	30,000	30,000	30,000	150,000



Project # and Title:	LP.002 > Substation Upgrades					
Project Description:	Upgrades to Forest Grove Substations					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design/Engineering	25,000	25,000	25,000	25,000	25,000	125,000
Site Prep	25,000	25,000	25,000	25,000	25,000	125,000
Equipment	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	150,000	150,000	150,000	150,000	150,000	750,000
Funding:						
L&P Fund	150,000	150,000	150,000	150,000	150,000	750,000
TOTAL	150,000	150,000	150,000	150,000	150,000	750,000

Light and Power Department Projects

Project # and Title:	LP.004 > Property Improvements					
Project Description:	Maintenance and Upgrades to Light and Power Property					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	450,000	20,000	20,000	20,000	20,000	530,000
TOTAL	450,000	20,000	20,000	20,000	20,000	530,000
Funding:						
L&P Fund	450,000	20,000	20,000	20,000	20,000	530,000
TOTAL	450,000	20,000	20,000	20,000	20,000	530,000



Project # and Title:	LP.008 > Vehicle Replacement					
Project Description:	Replacement of vehicles					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	240,000	100,000	100,000	380,000	100,000	920,000
TOTAL	240,000	100,000	100,000	380,000	100,000	920,000
Funding:						
L&P Fund	240,000	100,000	100,000	380,000	100,000	920,000
TOTAL	240,000	100,000	100,000	380,000	100,000	920,000

Light and Power Department Projects

Project # and Title:	LP.009 > Specialized Equipment Purchases					
Project Description:	Purchase of specialized equipment over \$5,000					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	27,000	35,000	35,000	145,000	35,000	277,000
TOTAL	27,000	35,000	35,000	145,000	35,000	277,000
Funding:						
L&P Fund	27,000	35,000	35,000	145,000	35,000	277,000
TOTAL	27,000	35,000	35,000	145,000	35,000	277,000



Project # and Title:	LP.010 > Substation Security					
Project Description:	Implementing improvements to system					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	185,000	-	-	-	-	185,000
TOTAL	185,000	-	-	-	-	185,000
Funding:						
L&P Fund	185,000	-	-	-	-	185,000
TOTAL	185,000	-	-	-	-	185,000

Light and Power Department Projects

Project # and Title:	LP.022 > Distribution System Upgrades					
Project Description:	Implementing improvements to system					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	200,000	200,000	200,000	200,000	200,000	1,000,000
TOTAL	200,000	200,000	200,000	200,000	200,000	1,000,000
Funding:						
L&P Fund	200,000	200,000	200,000	200,000	200,000	1,000,000
TOTAL	200,000	200,000	200,000	200,000	200,000	1,000,000

Project # and Title:	LP.023 > Internal Distribution Loop					
Project Description:	Internal Distribution Loop					
Est. Completion	2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	-	2,000,000	-	-	-	2,000,000
TOTAL	-	2,000,000	-	-	-	2,000,000
Funding:						
L&P Fund	-	2,000,000	-	-	-	2,000,000
TOTAL	-	2,000,000	-	-	-	2,000,000

This page intentionally left blank

Equipment Fund Expenditures

Project # and Title:	EQ.001 > Equipment Fund Planned Expenditures					
Project Description:	Replace City Hall, Engineering, Parks, and Public Works Vehicles & Equipment					
Est. Completion	Ongoing Program					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment Fund Purchases	247,000	1,055,000	942,000	142,000	850,000	3,236,000
TOTAL	247,000	1,055,000	942,000	142,000	850,000	3,236,000
Funding:						
Equipment Fund	247,000	1,055,000	942,000	142,000	850,000	3,236,000
TOTAL	247,000	1,055,000	942,000	142,000	850,000	3,236,000

2023-2024 SCHEDULED VEHICLE REPLACEMENTS

POLICE DEPARTMENT

2 Patrol Vehicles

CSO/Evidence Ford Escape

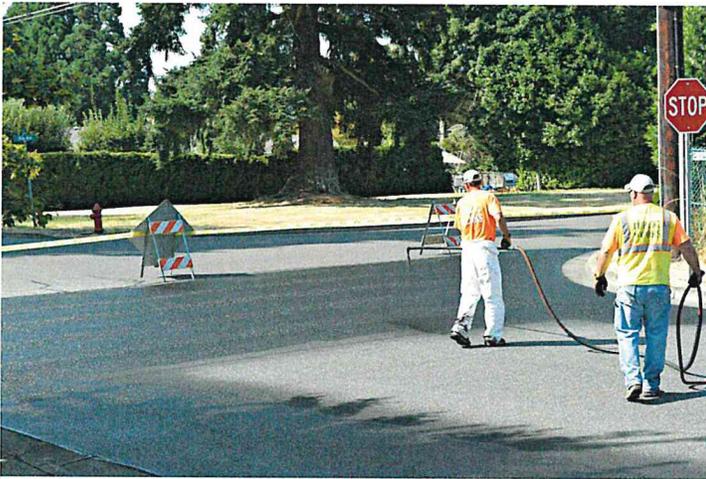
PUBLIC WORKS

Ford 450XL

Project # and Title:	EQ.002 > Fuel Tank Replacements					
Project Description:	Replace Gasoline and Diesel Fuel Tanks at Public Works Facility					
Est. Completion	Summer 2023					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment Fund Purchases	602,000	-	-	-	-	602,000
TOTAL	602,000	-	-	-	-	602,000
Funding:						
Equipment Fund	602,000	-	-	-	-	602,000
TOTAL	602,000	-	-	-	-	602,000

Streets Department Projects

Project Title:	ST.001 > General Overlay Improvements with Curb Ramp Improvements					
Project Description:	Yearly overlay and Curb Ramp Improvements Throughout the City					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	5,100,000
TOTAL	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	5,100,000
Funding:						
Street Fund	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	5,100,000
TOTAL	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	5,100,000



Project Title:	ST.008 > Major Tools and Equipment Purchases					
Project Description:	Ongoing general large purchases for the Streets Department					
Est. Completion	Ongoing Yearly Expenses					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchases	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000
Funding:						
Street Fund	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000

Streets Department Projects

Project Title:	ST.009 > Curb Ramp Improvements					
Project Description:	Curb Ramp Improvements on Collectors and Arterials as Part of the Overlay Project					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000
Funding:						
TDT Fund	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000



Project Title:	ST.010 > Signal Loop Replacement					
Project Description:	Replacement of signal loops within the City of Forest Grove					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	8,000	8,000	8,000	8,000	8,000	40,000
TOTAL	8,000	8,000	8,000	8,000	8,000	40,000
Funding:						
Street Fund	8,000	8,000	8,000	8,000	8,000	40,000
TOTAL	8,000	8,000	8,000	8,000	8,000	40,000

This page intentionally left blank

Sewer Department Projects

Project Title: SW.001 > Repair and Replace Old Sewer Pipes
Map Location: None
Project Description: Reconstruct existing sewer mains as needed due to pipe condition
Est. Completion Ongoing Yearly Maintenance

Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	75,000	75,000	75,000	75,000	75,000	375,000
TOTAL	75,000	75,000	75,000	75,000	75,000	375,000
Funding:						
Sewer SDC Fund	75,000	75,000	75,000	75,000	75,000	375,000
TOTAL	75,000	75,000	75,000	75,000	75,000	375,000



Project Title: SW.002 > Sewer Oversizing Participation
Map Location: None
Project Description: Oversizing in upcoming developments to increase capacity
Est. Completion Ongoing Yearly Maintenance

Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	70,000	70,000	70,000	70,000	70,000	350,000
TOTAL	70,000	70,000	70,000	70,000	70,000	350,000
Funding:						
Sewer SDC Fund	70,000	70,000	70,000	70,000	70,000	350,000
TOTAL	70,000	70,000	70,000	70,000	70,000	350,000

Water Department Projects

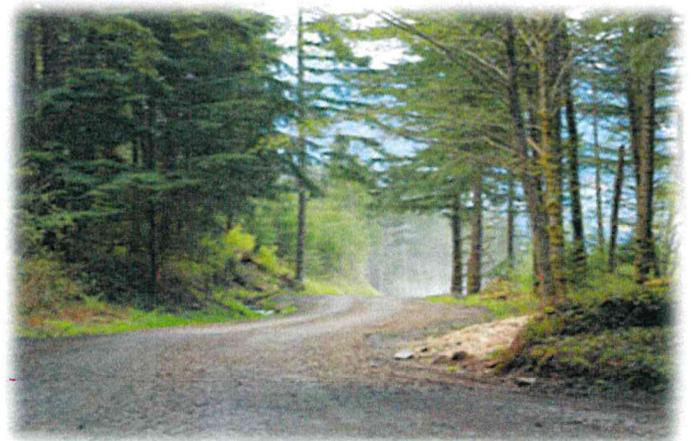
Project Title:	W.001 > Improvements to distribution system					
Project Description:	General waterline improvements around the city.					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000
Funding:						
Water Fund	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000



Project Title:	W.002 > Line Oversizing					
Project Description:	Oversizing of water pipes for future growth potential					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	50,000	50,000	50,000	50,000	50,000	250,000
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000
Funding:						
Water SDC Fund	50,000	50,000	50,000	50,000	50,000	250,000
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000

Water Department Projects

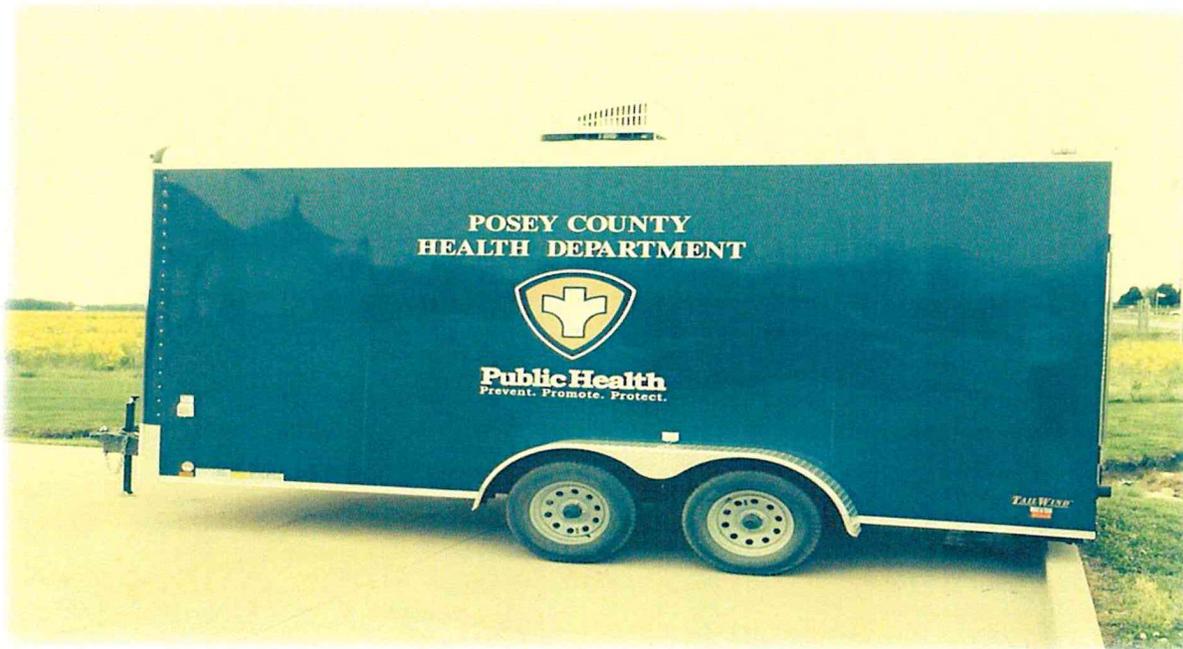
Project Title:	W.003 > Water Treatment Plant Projects					
Project Description:	Ongoing Water Treat Plant projects forecasted					
Est. Completion	Ongoing Yearly Projects and Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
WTP Reservoir rehab	33,000	33,000	33,000	33,000	33,000	165,000
TOTAL	33,000	33,000	33,000	33,000	33,000	165,000
Funding:						
Water Fund	33,000	33,000	33,000	33,000	33,000	165,000
TOTAL	33,000	33,000	33,000	33,000	33,000	165,000



Project Title:	W.004 > Water Line Extension					
Project Description:	Water line extension support as needed					
Est. Completion	Ongoing Maintenance work					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000
Funding:						
Water Fund	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	100,000	100,000	100,000	100,000	100,000	500,000

Water Department Projects

Project Title:	W.016 > Large Meter Replacement					
Project Description:	Repair and/or Replacement of Commercial/Industrial Large Meters					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	50,000	50,000	50,000	50,000	50,000	250,000
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000
Funding:						
Water Fund	50,000	50,000	50,000	50,000	50,000	250,000
TOTAL	50,000	50,000	50,000	50,000	50,000	250,000



Project Title:	W.017 > Emergency Intertie					
Project Description:	Design and Construction of An Emergency Connection to the JWC System					
Est. Completion	Construction 2022-23, Leasing Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction & Land Acq	1,200,000	30,000	30,000	30,000	30,000	1,320,000
TOTAL	1,200,000	30,000	30,000	30,000	30,000	1,320,000
Funding:						
Water SDC Fund	1,200,000	30,000	30,000	30,000	30,000	1,320,000
TOTAL	1,200,000	30,000	30,000	30,000	30,000	1,320,000

Water Department Projects

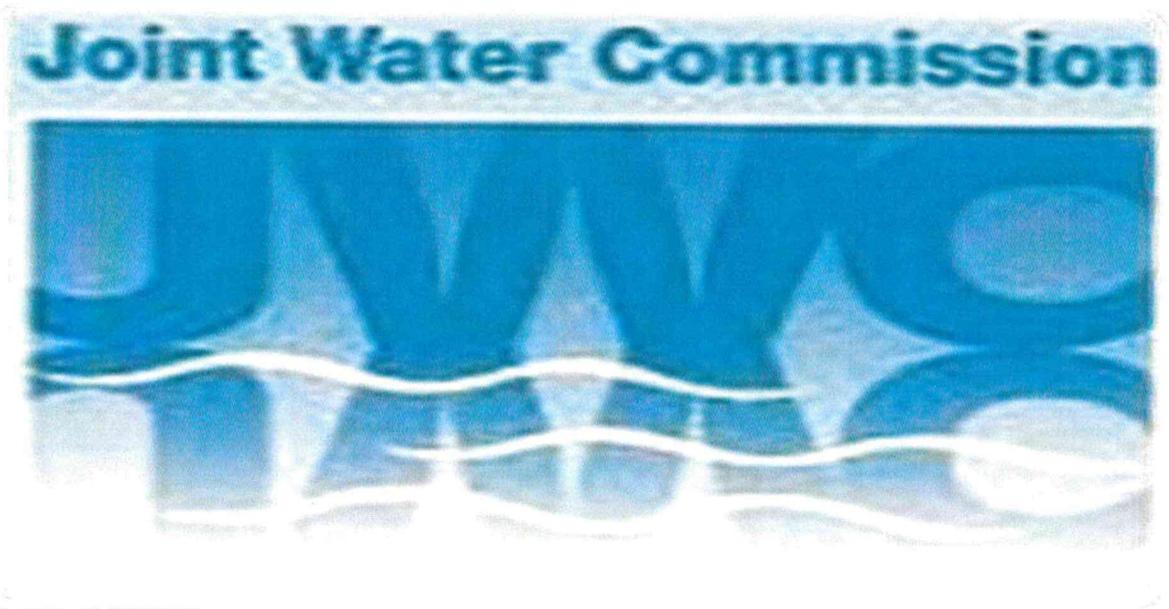
Project Title:	W.022> Equipment Shelter					
Project Description:	Equipment Shelter					
Est. Completion	2023-24					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design & Construction	341,750	-	-	-	-	341,750
TOTAL	341,750	-	-	-	-	341,750
Funding:						
Water Fund	341,750	-	-	-	-	341,750
TOTAL	341,750	-	-	-	-	341,750

Project Title:	W.023> WTP Storage Tank Replacement					
Project Description:	WTP Storage Tank Replacement					
Est. Completion	2025-25					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design & Construction	1,000,000	7,000,000	7,000,000	-	-	15,000,000
TOTAL	1,000,000	7,000,000	7,000,000	-	-	15,000,000
Funding:						
Water Fund	1,000,000	7,000,000	7,000,000	-	-	15,000,000
TOTAL	1,000,000	7,000,000	7,000,000	-	-	15,000,000

This page intentionally left blank

Water Department Projects

Project Title:	JWC.001 > JWC Projects					
Project Description:	Forest Grove portion for JWC & BRJOC Projects					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Capital Repair/Replace	683,359	434,639	414,765	-	-	1,532,763
TOTAL	683,359	434,639	414,765	-	-	1,532,763
Funding:						
Water SDC Fund	683,359	434,639	414,765	-	-	1,532,763
TOTAL	683,359	434,639	414,765	-	-	1,532,763



Surface Water Management Department Projects

Project Title:	SWM.001 > Storm Sewer Construction					
Project Description:	Expand storm sewer capacity and/or rehabilitation					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	20,000	20,000	20,000	20,000	20,000	100,000
TOTAL	20,000	20,000	20,000	20,000	20,000	100,000
Funding:						
SWM Fund	20,000	20,000	20,000	20,000	20,000	100,000
TOTAL	20,000	20,000	20,000	20,000	20,000	100,000



Project Title:	SWM.002 > Storm Sewer Outfalls					
Project Description:	Storm Water Outfall Projects					
Est. Completion	Ongoing Yearly Maintenance					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000
Funding:						
SWM Fund	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000

Surface Water Management Department Projects

Project Title:	SWM.008> Alyssum and Twinflower Storm Line Replacement					
Project Description:	Replace existing 12, 18 and 21 inch storm line with 24 inch, as existing stem goes from 24" to 12", 18", and 21" before going to 24". Project to be verified by upcoming SWM Master Plan.					
Est. Completion	FY 2024-25					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	300,000	-	-	-	300,000
TOTAL	-	300,000	-	-	-	300,000
Funding:						
SWM Fund	-	300,000	-	-	-	300,000
TOTAL	-	300,000	-	-	-	300,000



Public Safety Projects

Project # and Title:	PD.012 > Toughbooks					
Project Description:	Toughbooks					
Est. Completion	Various					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	14,000	14,000	14,000	-	-	42,000
TOTAL	14,000	14,000	14,000	-	-	42,000
Funding:						
Information Systems Fund	14,000	14,000	14,000	-	-	42,000
TOTAL	14,000	14,000	14,000	-	-	42,000



Project # and Title:	PD.013 > Body Worn Cameras					
Project Description:	Body Worn Cameras					
Est. Completion	2024					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	6,600	-	-	-	-	6,600
TOTAL	6,600	-	-	-	-	6,600
Funding:						
General Fund	6,600	-	-	-	-	6,600
TOTAL	6,600	-	-	-	-	6,600

Public Safety Projects

Project # and Title:	PD.014 > Infrared Drone					
Project Description:	Infrared Drone					
Est. Completion	2024					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	7,000	-	-	-	-	7,000
TOTAL	7,000	-	-	-	-	7,000
Funding:						
General Fund	7,000	-	-	-	-	7,000
TOTAL	7,000	-	-	-	-	7,000

Project # and Title:	PD.040 > Weapons Procurement and Replacement					
Project Description:	Purchase & Upgrade Departmental weapons (lethal & less-lethal)					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000
Funding:						
General Fund	10,000	10,000	10,000	10,000	10,000	50,000
TOTAL	10,000	10,000	10,000	10,000	10,000	50,000

Public Safety Projects

Project # and Title:	F.001 > Vehicle Replacement					
Project Description:	2023-2024 Vehicle Replacement					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	250,000	250,000	233,000	-	-	733,000
TOTAL	250,000	250,000	233,000	-	-	733,000
Funding:						
General Fund	125,000	125,000	116,500	-	-	366,500
Fire District	125,000	125,000	116,500	-	-	366,500
TOTAL	250,000	250,000	233,000	-	-	733,000



Project # and Title:	F.003 > Rescue Equipment					
Project Description:	Hoses, Nozzles, other Rescue Equipment					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	44,500	44,500	44,500	44,500	44,500	222,500
TOTAL	44,500	44,500	44,500	44,500	44,500	222,500
Funding:						
General Fund	22,250	22,250	22,250	22,250	22,250	111,250
Fire District	22,250	22,250	22,250	22,250	22,250	111,250
TOTAL	44,500	44,500	44,500	44,500	44,500	222,500

Public Safety Projects

Project # and Title:	F.004 > Personal Protective Equipment					
Project Description:	Replacement of Turnouts					
Est. Completion	Ongoing					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	54,000	54,000	54,000	54,000	54,000	270,000
TOTAL	54,000	54,000	54,000	54,000	54,000	270,000
Funding:						
General Fund	27,000	27,000	27,000	27,000	27,000	135,000
Fire District	27,000	27,000	27,000	27,000	27,000	135,000
TOTAL	54,000	54,000	54,000	54,000	54,000	270,000



Public Safety Projects

Project # and Title:	F.008 > Fire Interoperability and Reporting Equipment					
Project Description:	Fire Interoperability and Reporting Equipment					
Est. Completion	23-24					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	32,000	-	-	-	-	32,000
TOTAL	32,000	-	-	-	-	32,000
Funding:						
General Fund	16,000	-	-	-	-	16,000
Fire District	16,000	-	-	-	-	16,000
TOTAL	32,000	-	-	-	-	32,000

Project # and Title:	F.009 > Medical Equipment					
Project Description:	Medical Equipment					
Est. Completion	23-24					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	38,600	-	-	-	-	38,600
TOTAL	38,600	-	-	-	-	38,600
Funding:						
General Fund	19,300	-	-	-	-	19,300
Fire District	19,300	-	-	-	-	19,300
TOTAL	38,600	-	-	-	-	38,600

Public Safety Projects

Project # and Title:	F.010 > EOC Upgrades					
Project Description:	EOC Upgrades					
Est. Completion	23-24					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Purchase	15,000	-	-	-	-	15,000
TOTAL	15,000	-	-	-	-	15,000
Funding:						
General Fund	7,500	-	-	-	-	7,500
Fire District	7,500	-	-	-	-	7,500
TOTAL	15,000	-	-	-	-	15,000

Parks & Recreation Department Projects

Project # and Title:	AQ.001 > Aquatic Center Improvements					
Project Description:	Aquatic Center Improvements					
Est. Completion	Various					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	111,000	97,500	123,000	-	-	331,500
TOTAL	111,000	97,500	123,000	-	-	331,500
Funding:						
Major Maintenance	111,000	97,500	123,000	-	-	331,500
TOTAL	111,000	97,500	123,000	-	-	331,500



Project # and Title:	AQ.009 > Domestic Water Pipe Replacement					
Project Description:	Domestic Water Pipe Replacement					
Est. Completion	2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	180,000	-	-	-	180,000
TOTAL	-	180,000	-	-	-	180,000
Funding:						
Major Maintenance	-	180,000	-	-	-	180,000
TOTAL	-	180,000	-	-	-	180,000

Parks & Recreation Department Projects

Project # and Title:	AQ.011 > Main Pool Gutter Rebuild					
Project Description:	Main Pool Gutter Rebuild					
Est. Completion	Summer 2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	200,000	-	-	-	200,000
TOTAL	-	200,000	-	-	-	200,000
Funding:						
Major Maintenance	-	200,000	-	-	-	200,000
TOTAL	-	200,000	-	-	-	200,000



Project # and Title:	PKS.001 > Park Improvements					
Project Description:	Park Improvements					
Est. Completion	Various					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design/Construction	36,000	-	-	-	-	36,000
TOTAL	36,000	-	-	-	-	36,000
Funding:						
Parks SDC	36,000	-	-	-	-	36,000
TOTAL	36,000	-	-	-	-	36,000

Parks & Recreation Department Projects

Project # and Title:	PKS.002 > Vehicle Replacement					
Project Description:	Vehicle Replacement					
Est. Completion	Various					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Vehicle Purchase	80,000	95,000	65,000	-	-	240,000
TOTAL	80,000	95,000	65,000	-	-	240,000
Funding:						
Equipment Fund	80,000	95,000	65,000	-	-	240,000
TOTAL	80,000	95,000	65,000	-	-	240,000



Project # and Title:	PKS.003 > Specialized Equipment					
Project Description:	Specialized Equipment					
Est. Completion	Various					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment	56,000	85,000	115,000	-	-	256,000
TOTAL	56,000	85,000	115,000	-	-	256,000
Funding:						
Major Maintenance	56,000	85,000	115,000	-	-	256,000
TOTAL	56,000	85,000	115,000	-	-	256,000

Parks & Recreation Department Projects

Project # and Title:	PKS.004> Hazel Sills Park Improvements					
Project Description:	Hazel Sills Park Improvements					
Est. Completion	2024					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	250,000	-	-	-	-	250,000
TOTAL	250,000	-	-	-	-	250,000
Funding:						
Parks SDC	250,000	-	-	-	-	250,000
TOTAL	250,000	-	-	-	-	250,000



Project # and Title:	PKS.005> Spray Park Renovation					
Project Description:	Spray Park Renovation					
Est. Completion	Spring 2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	900,000	-	-	-	900,000
TOTAL	-	900,000	-	-	-	900,000
Funding:						
Parks SDC	-	900,000	-	-	-	900,000
TOTAL	-	900,000	-	-	-	900,000

Parks & Recreation Department Projects

Project # and Title:	PKS.014 > Pool Deck Re-Surface					
Project Description:	Pool Deck Re-Surface					
Est. Completion	Summer 2026					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design/Construction	-	-	250,000	-	-	250,000
TOTAL	-	-	250,000	-	-	250,000
Funding:						
Major Maintenance	-	-	250,000	-	-	250,000
TOTAL	-	-	250,000	-	-	250,000

Project # and Title:	PKS.015 > Parks Master Plan					
Project Description:	Parks Master Plan					
Est. Completion	Summer 2026					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Design	-	-	100,000	-	-	100,000
TOTAL	-	-	100,000	-	-	100,000
Funding:						
Parks SDC	-	-	100,000	-	-	100,000
TOTAL	-	-	100,000	-	-	100,000

Project # and Title:	PKS.025 > Joseph Gale Park Improvements					
Project Description:	Joseph Gale Park Improvements					
Est. Completion	2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	450,000	-	-	-	450,000
TOTAL	-	450,000	-	-	-	450,000
Funding:						
Parks SDC	-	450,000	-	-	-	450,000
TOTAL	-	450,000	-	-	-	450,000

Parks & Recreation Department Projects

Project # and Title:	PKS.026 > Eastside Park					
Project Description:	Eastside Park					
Est. Completion	Summer 2024					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	550,000	-	-	-	-	550,000
TOTAL	550,000	-	-	-	-	550,000
Funding:						
Parks SDC	550,000	-	-	-	-	550,000
TOTAL	550,000	-	-	-	-	550,000

Project # and Title:	PKS.026 > Forest Grove Loop Trail					
Project Description:	Forest Grove Loop Trail					
Est. Completion	2025					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	-	5,500,000	-	-	-	5,500,000
TOTAL	-	5,500,000	-	-	-	5,500,000
Funding:						
Parks SDC	-	5,500,000	-	-	-	5,500,000
TOTAL	-	5,500,000	-	-	-	5,500,000

Project # and Title:	PKS.027 > Kyle Park					
Project Description:	Kyle Park					
Est. Completion	2024					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Construction	1,000,000	-	-	-	-	1,000,000
TOTAL	1,000,000	-	-	-	-	1,000,000
Funding:						
Parks SDC	1,000,000	-	-	-	-	1,000,000
TOTAL	1,000,000	-	-	-	-	1,000,000

This page intentionally left blank

Parks & Recreation Department Projects

Project # and Title:	PKS.028 > Pick-up Truck					
Project Description:	Pick-up Truck					
Est. Completion	23-24					
Project Costs	2023-24 Budget	2024-25 Estimate	2025-26 Estimate	2026-27 Estimate	2027-28 Estimate	Project Total
Expenses:						
Equipment	50,000	-	-	-	-	50,000
TOTAL	50,000	-	-	-	-	50,000
Funding:						
Parks	50,000	-	-	-	-	50,000
TOTAL	50,000	-	-	-	-	50,000