

**SHERWOOD CITY COUNCIL**  
**02-03 BUDGET COMMITTEE MEETING #4**  
**MAY 8, 2002**  
**HITE HOUSE**

1. The meeting was called to order at 6:08 p.m.
2. Roll Call: Budget Committee members present: Council President Keith Mays, Councilors Sterling Fox, Thomas Claus, Dennis Durrell, Dave Heironimus, and Angela Weeks. Mayor Mark Cottle was absent. Appointed Budget Committee members present were Chair Mitch Wash, Vice Chair Steve Munsterman, Paul Stetcher who arrived at 6:12 p.m. and Mike Schoen who arrived at 6:25 p.m. Budget Committee members Dave Luman and Justin Denton were absent. Staff members present were: City Manager Ross Schultz, City Recorder Chris Wiley, Finance Director Chris Robuck, Human Resources Manager Amanda Klock, Community Services Manager Kristen Carey and Systems Administrator Brad Crawford. Building and Planning Departments Director Dave Wechner, Planning and Building Coordinator Candice Bergin and Parks Ranger Ken Huffer arrived at 7:08 p.m.

**ADMINISTRATION PRESENTATION (INCLUDES CITY MANAGER OPERATIONS, FINANCE, COMMUNITY SERVICES, AND HUMAN RESOURCES)**

3. City Manager Ross Schultz took the lead for the presentation for the Administration Department budget. (See presentation slides at shown at **Attachment 1**). Following is a summary of the information Mr. Schultz provided during the committee's discussion.
4. Mr. Wash asked what the Professional and Technical services fund covers. Mr. Schultz replied that about \$50,000 is set aside in Professional and Technical services for undefined projects which occur throughout the business year, for miscellaneous professional services such as writing special contracts or paying specialists to do project research.
5. Other Purchased Services pay for things like insurance, postage, phones, and the City's newsletter pages in the Sherwood Gazette.



6. Information Systems (I.S.) manager Brad Crawford fielded the question about how the City budgets for Minor Equipment Purchases. In past years each department had their own account. This year the accounts are consolidated under the I.S. budget. The majority of the computer and software purchases (MS Office and site licenses, etc.) are from this fund. Finance Director Chris Robuck added that software purchases that are particular to a specific department, such as the GIS (geographic information system), are budgeted for in the individual department budgets. Mr. Crawford said the cycle for replacing computers is three to four years.

7. Mr. Schultz said currently it's better to keep a City Attorney on contract than having one in-house. Mr. Schultz said he addressed this subject with Mayor Cottle. They agreed that once attorney fees reach about \$160,000 annually it might be advisable to consider an in-house attorney. One thing to consider is that an in-house attorney will most likely bring on an added expense for administrative staff support.

8. Finance Director Chris Robuck broke down her department's Professional and Technical expenses: \$12,000 for the annual audit, \$6,000 for specialized software services and support, and allocations for special projects like last year's study of SDC fees. Mr. Schultz said staff anticipates another half dozen projects that will be looked at in the coming year, for example road fees. In response to a question from Mr. Wash, Ms. Robuck said there is \$2,500 set aside to pay for receptionist temp and court clerk temp coverage and also for other professional and technical temp services.

9. During the Community Service budget discussion, Mr. Schultz talked about the complexity of simultaneously scheduling all the sports fields for team play. Councilor Heironimus asked if SARA (Sherwood's Athletic and Recreation Association) was getting closer to taking that over. Mr. Schultz responded that he thought the YMCA looked more likely to be the organization that eventually takes over sports field scheduling.

10. Councilor Mays asked why there was \$10,000 budgeted for the PAL (Police Activities League) for this year. Councilor Weeks, the PAL liaison from Council, said the money is used to pay for administrative costs.

11. Mr. Wash noted there was \$20,500 set aside for school district and gym upkeep and asked how the City got involved in gym upkeep for the school district. Mr. Schultz explained that it is part of the sports and recreation commitment that came



with the 1996 parks bond for recreation facilities. It was determined between the City and the school district that the City would manage use of those facilities when the school district doesn't need them for their programs. According to the City's agreement with the school district, the City has use of the gyms after 5 p.m. and on weekends. The school district pays the City for irrigation and maintenance of their outdoor fields. This arrangement greatly benefits the youth in the community.

**12.**Mr. Wash also asked if children from families living outside the city, where City taxes aren't levied, were getting a benefit from sports facilities without paying taxes like City residents. Mr. Schultz said the City charges non-resident sports participants a \$10 participation fee versus the \$7 residents pay. The \$10 fee doesn't make it all up but it helps.

**13.**Mr. Schultz advised the Budget Committee, that the Robin Hood Theater is being removed from the Budget. If put back in, that expense would have to come from the Contingency Fund. The City would like to have \$5,000 to \$10,000 set aside in this budget for Cultural Arts such as movies in the park or cultural arts classes. Community Services Manager Kristen Carey said North Clackamas Parks & Recreation charges \$300 to provide equipment and an operator so the City could show movies in the park.

**14.**Mr. Wash asked how much the City of Portland is charging Sherwood to hook into the PPDS (Portland Police Data System). I.S. manager Brad Crawford said staff would meet with them on Monday, May 13, to find out. Staff anticipates it will be around \$15,000. The money is in the Police Department's computer software budget.

**15.**Councilor Weeks asked if the new phone system proposed for City Hall would work in the new library facility. Mr. Crawford responded that staff might just buy a piece to network the library over from the City Hall. The new system will save six to seven hundred dollars a month, which may pay for itself.

**16.**Human Resources Manager Amanda Klock answered questions about personnel costs. See slides shown as **Attachment 2** to these minutes.

**17.**Employer paid PERS (Public Employees Retirement System) won't increase until next fiscal year.

**18.**The current plan is \$100 deductible with a 10% co-pay. Presently the HMO plan is more expensive than a preferred provider plan. The City's insurance



agreement is with City County Insurance Services (CCIS). Based on the number of employees with the City of Sherwood, the City can have an HMO and one other plan. Councilor Heironimus asked if staff had looked at other plans. Ms. Klock said they had and this is the best price for a plan of this type. Ninety percent of the cities in Oregon use CCIS so it's a very competitive rate. Councilor Heironimus proposed the possibility of a cafeteria plan. Council President Mays asked how much of the coverage is employer paid. Ms. Klock responded it's presently 100% employer paid. Due to the agreement with CCIS, the City can only change insurance plans once a year. Sherwood's month to change plans is August. Ms. Klock continued saying that staff has been on notice for the past year that a major increase in insurance coverage was anticipated and it was likely employees would start paying for part of their coverage beginning this fiscal year.

**19.** Council President Mays looked at the salary steps and said he thought the standard annual step increase of 2.5% is a supervisor decision, any 5% increase should have to be approved by the City Manager and if a supervisor proposed a 3-step increase of 7.5%, those requests should go before the Council for approval.

**20.** There was some discussion with Councilors Durrell and Heironimus about employee incentive or bonus programs but Mr. Schultz responded that management staff overall feels those programs are only successful in non-government business environments.

**21.** Councilor Durrell asked staff to look at some kind of an incentive program. He said he would like to see City do something creative especially for project-oriented staff.

**22.** Ms. Klock pointed out that different departments have different functions. How does that affect library staff or police who don't have projects per se?

**23.** Mr. Schultz said staff is working on programs for employee recognition but they had to be careful about a bonus or incentive program. People tend to sandbag the target numbers so they come out looking good.

**24.** Council President Mays suggested a 5% cap per department for awarding performance bonuses and to let the individual department managers use their discretion. He also recommended that when a staff member's position is changed to a higher paying grade, that the change should come before Council.



25. Councilor Fox said he was concerned about compensation staying competitive with neighboring cities.

26. Ms. Klock said other cities presently have 5% salary increases between steps.

27. Councilor Heironimus said that the 5% increase in other cities may change as those cities will also be impacted by the same PERS increases and the increases in benefit costs that Sherwood is experiencing.

28. Mr. Schultz said with the proposed health coverage co-pay, an annual 2.5% step increase and a COLA, the City is still 10% behind local area averages.

29. Ms. Klock proposed that only twice a year, January 1 and July 1, department managers could come to Council to look at step promotions so it only impacts the budget twice a year.

30. Mr. Schultz said any time there's a new position added to the budget, it takes a couple of months to do the research for the new position anyway.

31. Councilor Mays said he would like staff to take a look at how the City can get out of PERS. Couldn't the City pay the employee a percentage of their salary to put into a 401k plan?

32. Ms. Robuck said she would take a look at it.

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## **PLANNING**

Refer to Building and Planning Departments Director Dave Wechner's handouts, which are shown as **Attachments 3, and 4**. Mr. Wechner also handed out a copy of the current fees schedule for reference.

Following is a summary of the dialogue that took place during Mr. Wechner's presentation:

33. Mr. Wash asked if there was anything planned in this FY 02/03 budget for the City to give out advances or grants with an expectation of a payback later. For instance, last year the City advanced \$115,000 for refuge development with the expectation that the money would come back in once federal grant funds were released for the project however, nothing has come back into the City coffers yet. Mr. Schultz said the City would have been fortunate in this last year to get a one



for one return when it comes to the amount of time that was spent working to bring grant money in. But there's been no three-for-one or four-for-one return that some grant advocates anticipated, at least not that the City has seen so far. Mr. Wechner said some of the dividends are a little hard to put numbers to. The City got about a \$10,000 value in volunteer hours that were put in just in the Raindrops to Refuge program. Sherwood also got another \$48,000 in volunteer labor hours and that was an eight- or nine-to-one in-kind for Park Ranger Ken Huffer's program.

**34.**Mr. Wechner said presently the City has 168 acres of open space and 6 miles of trail with no one to manage it and there is more open space that will be coming in. As the City's outdoor area increases, more staff will be needed to maintain it. Mr. Wechner said currently when the City has had short-term projects Public Works staff helps out however the City relies a lot on volunteers to help with specific outdoor projects.

**35.**Council President Mays pointed out that public trails development and maintenance aren't included in the Capital Improvement Program so revenue from that source can't be used.

**36.**Mr. Wechner said staff is working on several projects. Code changes are very time consuming. Planning staff is also doing the old town design work and working on the 99W rezone. The workload could be impacted again once Metro has the urban growth boundary amendment finished. Metro's deadline to finish the urban growth boundary amendment is December this year. Planning staff is also working with the Engineering Department on the Transportation System Plan.

**37.**Mr. Wechner said the Planning Department is losing money right now. Planning fees were just raised last year and staff is reluctant to raise them again. However, when averaged out the planning fees collected don't cover the staff costs involved. Staff spends a lot of time looking at litigation issues related to development. The new Hansen permit-tracking software will help staff better track time put in on planning applications. Mr. Wechner said once the permit tracking software is on line for the Planning function, they can get a better idea of how to average out costs for processing applications. Council President Mays proposed a 5% increase for this fiscal year to at least cover the increases in staff costs.

**38.**Mr. Stetcher asked if every applicant paid \$150 for a pre-application appointment. Mr. Wechner replied that pre-application appointments are optional however many times applicants who don't do a pre-application appointment create more work for the staff later on because their applications aren't prepared



correctly. Mr. Stecher proposed making pre-application appointments mandatory. Mr. Wechner said some agencies that should be at pre-application appointments don't show up. Representatives from ODOT rarely attend, there's never been a representative from Washington County, and Clean Water Services seldom send anyone. Tualatin Valley Fire & Rescue always has representation. Sherwood has agreements with these agencies to show up but they just don't do it. Staff doesn't have any leverage if these agencies don't show up and naturally it would save a lot of money in staff time if these agencies were sitting in. Senior Planner Keith Jones does an outstanding job setting up applications so they are easier to follow and that helps a lot.

**39.**Mr. Wechner said presently the pre-application fee is the same for any applicant regardless of the project size. The City loses when there's a large project because of the amount of staff time a large project consumes. A couple of the Budget Committee members suggested staff look at a sliding scale for application fees based on project size, square footage or some other objective criteria. Councilor Durrell asked Mr. Wechner to get something to Mr. Schultz in time for the budget meeting scheduled for the following Wednesday so the committee can look at it.

**40.**Mr. Wechner directly addressed some of the entries on his handout headed Exhibit B, Proposed Fee Schedule - Section 7 of the City's entire fee schedule (see **Attachment 3**). Mr. Wechner said permit fees should pay for the individual functions independently of each other – for instance a plumbing fee should pay for all plumbing inspections, staff costs related to plumbing inspections, etc. Staff was able to calculate this pretty precisely because of the software tracking system used for the building department activities. As a specific, Mr. Wechner pointed out that on page 5 of the exhibit, the cost of mechanical permits went up and even with the increase, the City will probably just break even. The State recommends that a Building Department have enough money to sustain itself for 18 months.

**41.**Councilor Durrell asked if it would help for Sherwood to bring the electrical program back from Washington County and to manage it at the City level? Mr. Wechner said it would probably be a wash.

**42.**There was some discussion about what it costs to contract out the Building Department function versus managing it in house. Planning and Building Coordinator Candace Bergin said staff did study the costs and it would be a wash to bring that function into the City as well. Mr. Wechner told the committee most contractual building departments work for more than one City. RLM works exclusively for Sherwood and that's probably one of the reasons Sherwood got



such a good review when the State came in to do their audit. Councilor Heironimus asked if anyone follows up on their inspections. Mr. Wechner said the City doesn't get many complaints from fire and other inspectors who look at their sites.

### **COUNCIL AND CITY RECORDER BUDGET**

City Recorder Chris Wiley gave the presentation for the Council and City Recorder Budget (See presentation slides shown as **Attachment 5**).

Ms. Wiley said the majority of the costs in her department are standard operational costs for office equipment maintenance contracts, supplies, attorney fees for consulting on election measures or Council directed ordinances, etc.

Council has a small fund set aside to pay for presentation plaques, candy for City parades, certificates, community open houses, receptions, and other related expenses.

Ms. Wiley's presentation focused on a progress report showing how contractual services money for fiscal year 2002/2003 had been invested for consultants, temporary staff, and materials to continue the records archiving project. She also gave Council an overview of the goals for fiscal year 2003/2004 to continue financing the project until all the City records are indexed and archived appropriately.

### **CONTINGENCY FUNDS & THE OVERALL BUDGET**

**43.** Finance Director Chris Robuck passed out three handouts to show where the City is on Contingency up to this point in the 2002/2003 budget meetings (see **Attachments 6, 7, and 8**).

**44.** Councilor Durrell said there is still a long way to go to identify revenue sources and set this budget.

**45.** Mr. Schultz said the committee could look at an operating levy or a road fee.

**46.** Mr. Schoen reminded the committee the school district will be back in two years asking for more money and the City and school district make it a policy not to complete for taxpayer increases at the same time.



**47.**Councilor Weeks said she thought the committee was moving too fast on this year's budget. Ms. Robuck responded that it was the usual schedule built on the requirement to meet publication deadlines. Mr. Schultz said the ultimate deadline to have a set budget plan is June 30 as required by law.

**48.**The Committee set a target for a \$500,000 contingency fund for fiscal year 2002/2003 and tasked staff to look at sources for revenue increases. Staff will meet prior to the Budget Committee's next meeting and come back to the committee with some recommendations for them to consider.

**49.**The budget meeting was recessed at 8:27 p.m. and will reconvene at the Hite house at 6 p.m. on Monday, May 13, 2002.



## **Agenda**

- Administration
  - Finance
  - Community Services
  - Information Technology
- Human Resources
- Council
- Planning Building
- Next meeting



## **Admin Department**

- City Manager and Secretary
  - Information Technology Manager
  - Human Resources Manager
- (Finance – Community Services Manager)
- City Manager – Pays for items that aren't attributable....
    - Legal Services Insurance Electricity Telephones  
Archer Postage Janitorial Building Maintenance
    - Admin Actual is Up about \$200k due to debt service Y  
and City Hall Loan... Otherwise Flat.



*City of Sherwood  
2002-03 Budget Presentation  
May 8, 2002*

## **Finance**

- Finance - Reception - Court
- Court + \$140k - \$ 70k
- This years goal – install new software and get systems up and running.
- Budget for Finance is mainly FTE's



# Community Services

Providing programs and activities for  
the community of Sherwood.



*City of Sherwood  
2002-03 Budget Presentation  
May 8, 2002*

## **02/03 IT Projects**

**Upgrade phone systems at City Hall, Public Works and Library**

Upgrade the City's web server

**Install more web camera's around town**

Show city council sessions on the web site

**Purchase PPDS software for the Police Department**

Upgrade 2 copiers

Upgrade 20 computers



# Recreation

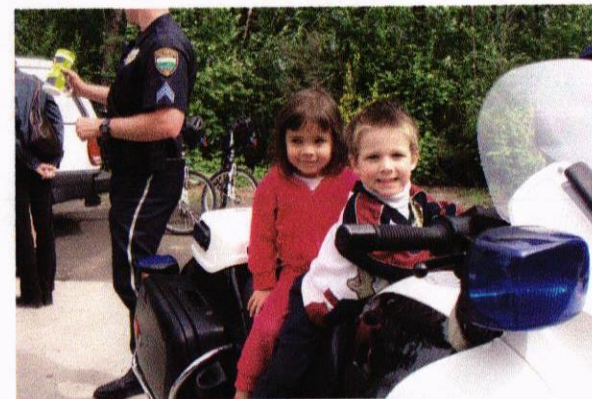
- Coordinate and schedule gym and field usage.
- Work with School District and youth organizations.
- Schedule practices and games for 53 youth basketball teams and 45 youth softball teams.





# Community Events/Development

- Events
  - Music on the Green
  - Community Services Fair
  - Park Openings
  - Groundbreaking and Ribbon Cutting Ceremonies
- Liaison to community groups and organizations
  - Cultural Arts Commission
  - Robin Hood Theater Association
  - Saturday Market
  - YMCA
  - PAL





# Cultural Arts



- Robin Hood Theater will be removed from the budget but it is recommended to add in some money to program Cultural Art Activities.
- Ideas Include:
  - Movies in the Park
  - Cultural Art Classes
- Cost: \$5,000-10,000





## Budget Details- Included in Community Services

- School District- Gym Upkeep \$20,500
- PAL Support  
\$10,000
- Music on the Green \$20,000
- Art Festival \$500



*City of Sherwood*  
*2002-03 Budget Presentation*  
*May 8, 2002*

# INFORMATION TECHNOLOGY



*City of Sherwood*  
*2002-03 Budget Presentation*  
*May 8, 2002*

## **01/02 Budget Highlights**

**Purchased new software for Finance, Court and Community Development**

Core infrastructure is up to date (Servers and Network equipment)

**Video taped and broadcast council sessions**

Upgraded 19 Desktop/Laptops

Purchased new software licenses

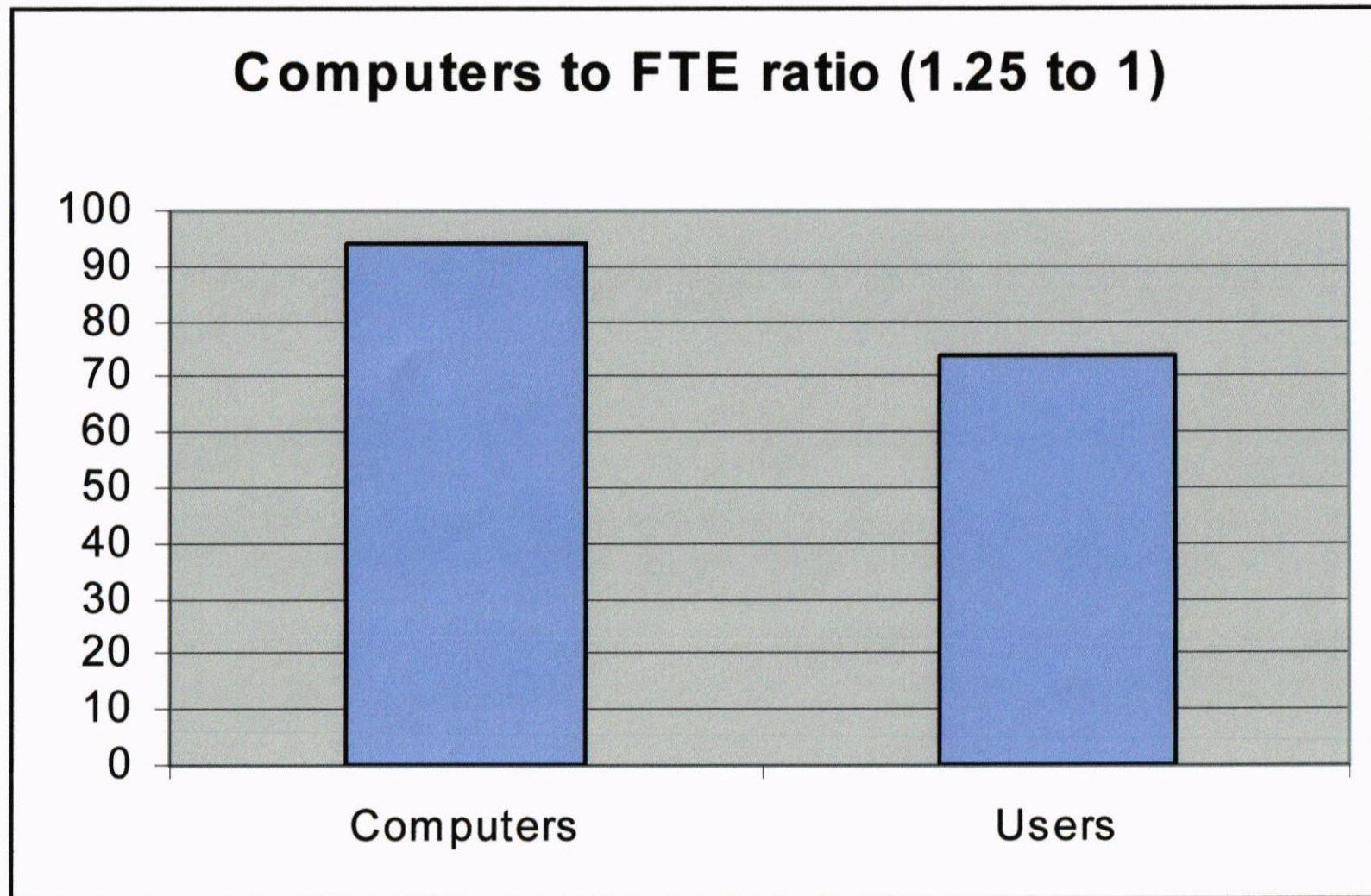
Purchased 3 new printers

Added the Hite House and Public Works to the City's LAN

**Started hosting the City's website in-house**



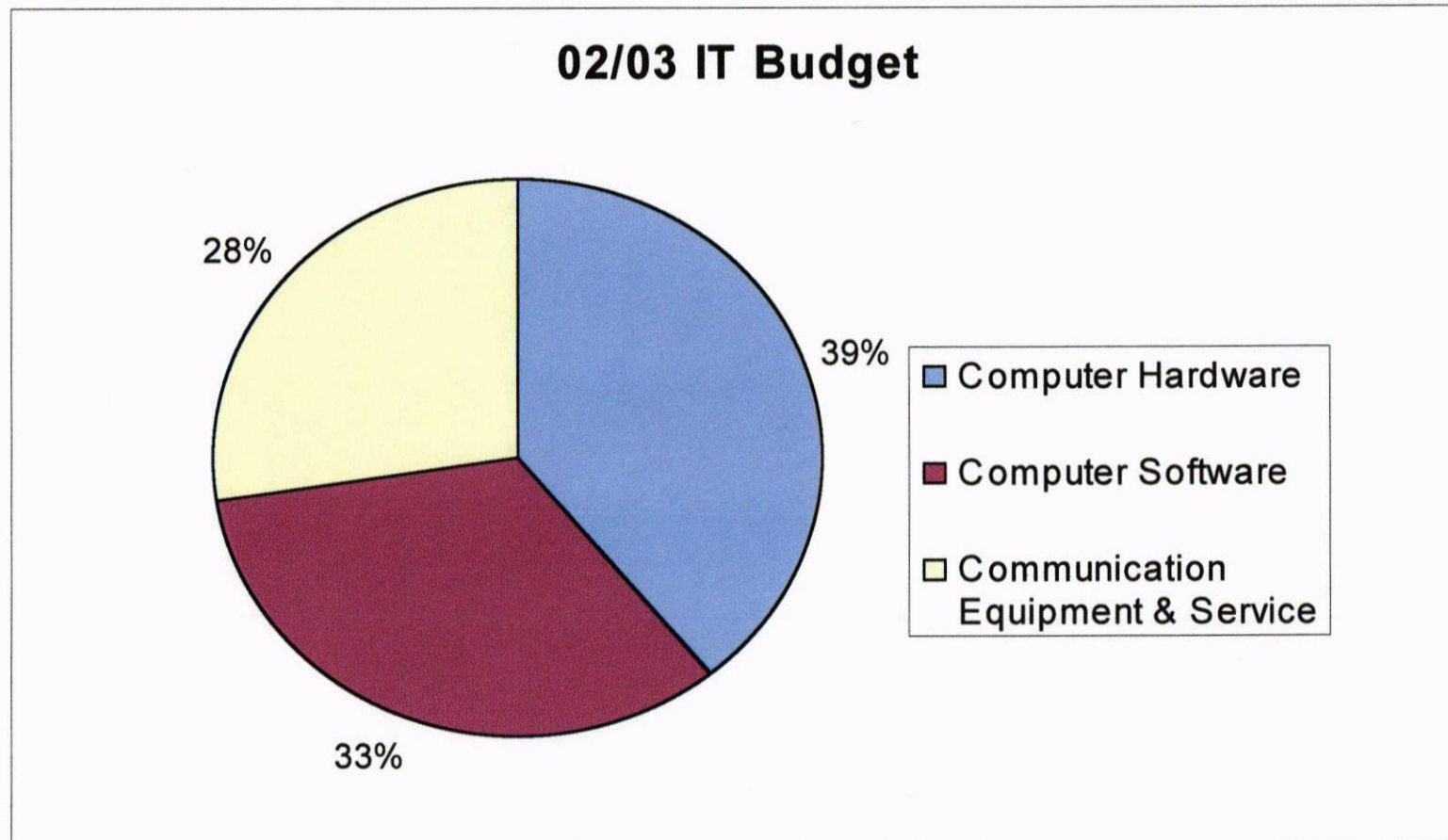
City of Sherwood  
2002-03 Budget Presentation  
May 8, 2002





**01/02 Budget Breakdown per FTE = \$4,100.00**

**02/03 Budget breakdown per FTE = \$2,800.00**





# **ADMINISTRATION**

**Human Resource Department**

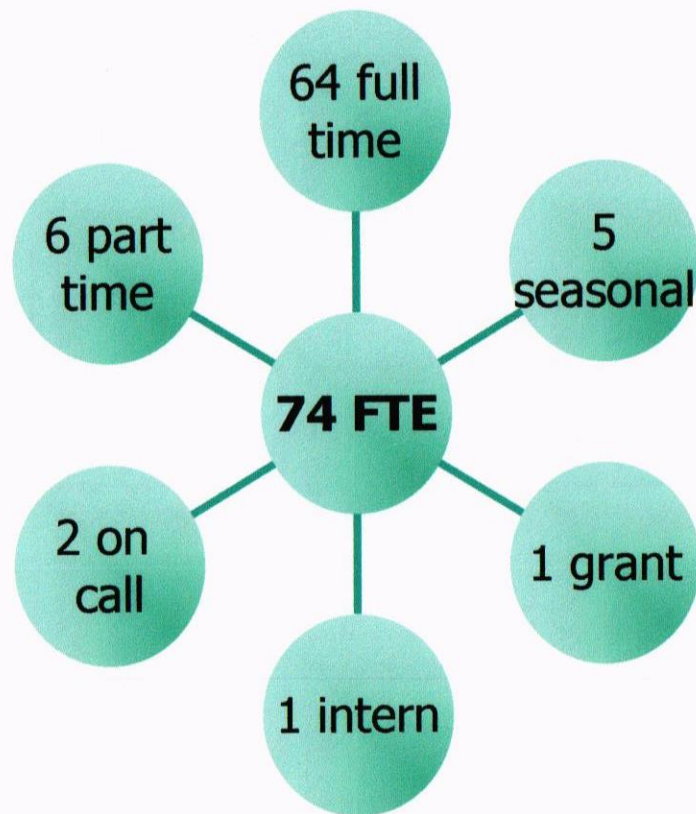


# **Overview - Human Resource Dept.**

- Recruitment, Retention, Separation
- Labor Law, Personnel Issues, Discipline
- Administration – Compensation & Benefit Programs, Retirement Plans, Employee Manual & Policies, Personnel Files
- Employee Development & Training
- Labor Negotiations
- Risk Management – Insurance Claims, Safety Program, Restitution
- ADA - Americans with Disabilities Act Committee Coordination
- Emergency Management

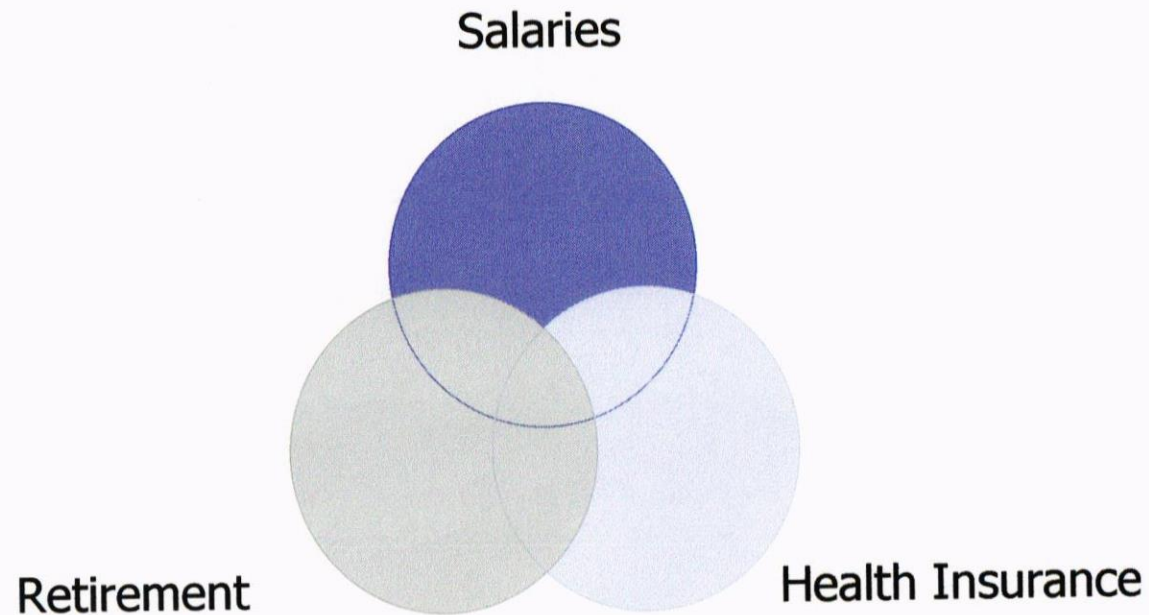


# Employee Status 05/08/02



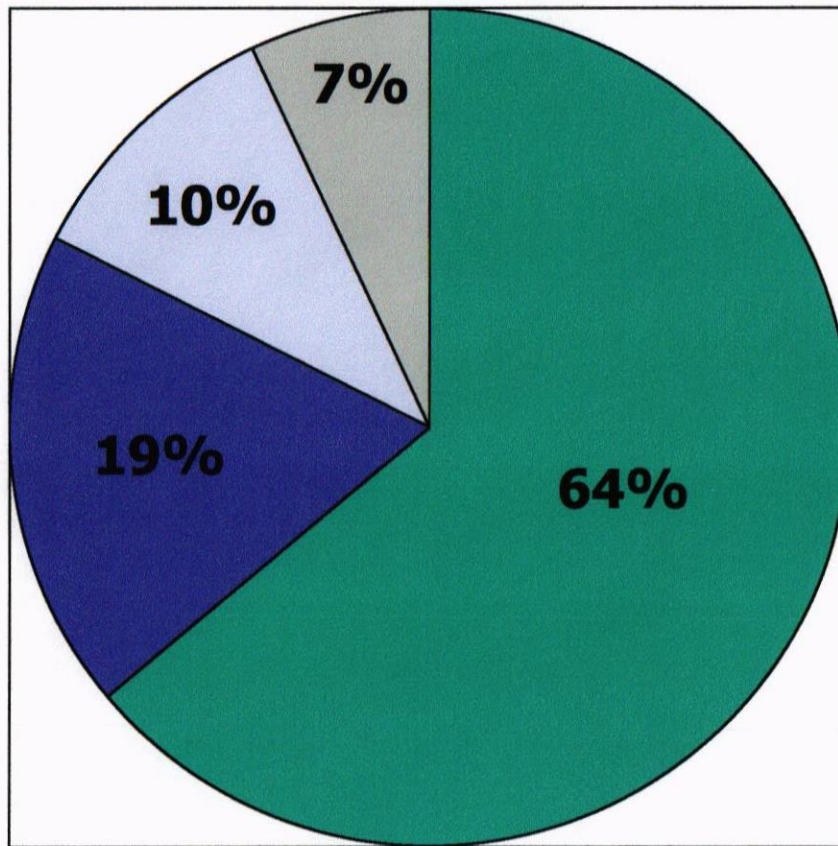


# Personnel Costs are Rising





# Average Employee Costs



■ **Salary**

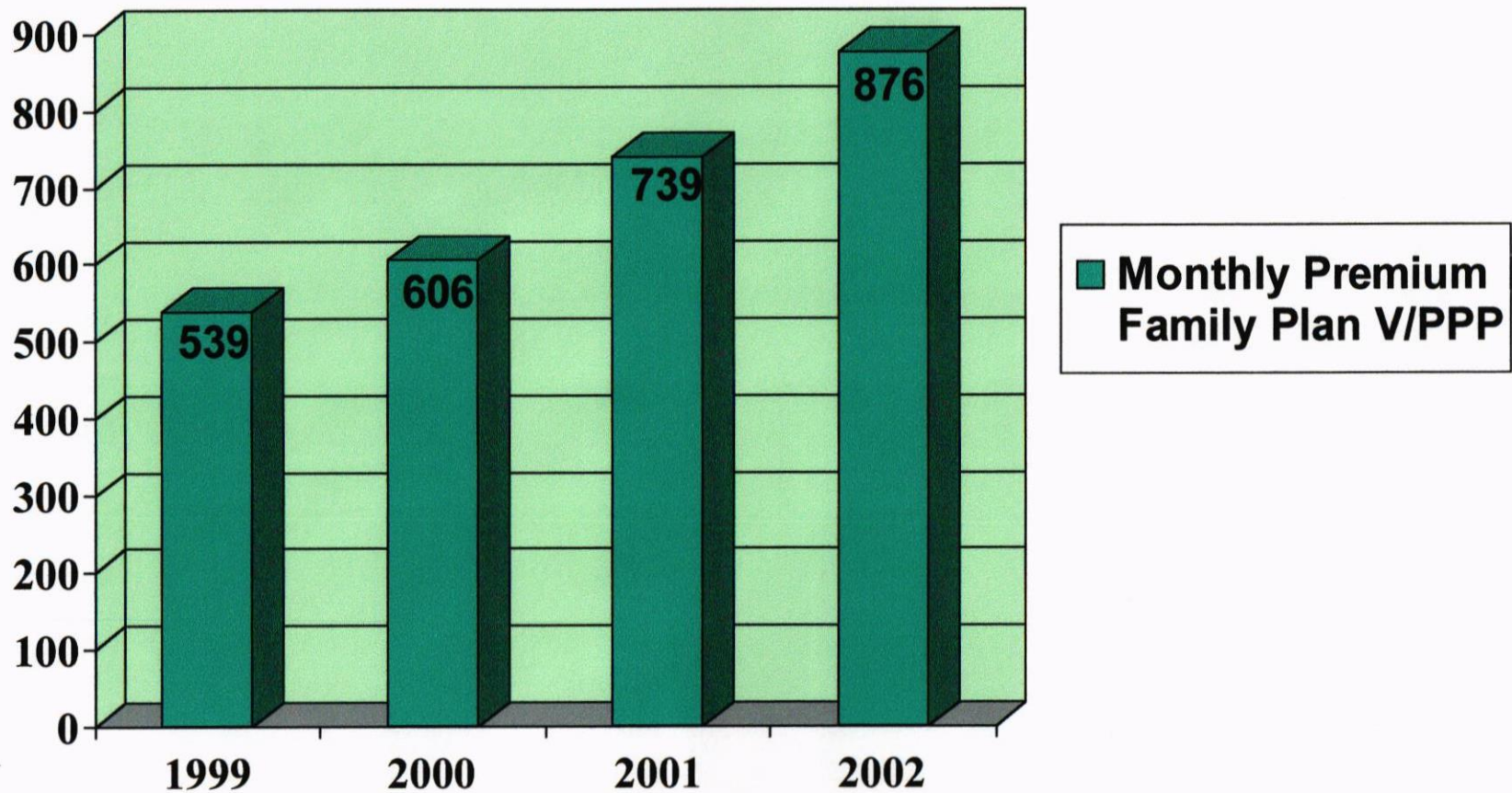
■ **Health Insurance**

■ **PERS**

■ **Payroll Tax/WC/SS/Medicare**



# Rising Cost of Insurance





## **Premium Increases Plan Yr 02/03**

- Medical – 20.9%
- Well Baby – 17%
- Vision – 0%
- Dental – 9.3%
- Ortho – 15%
- Life – 0%
- LTD – 0%

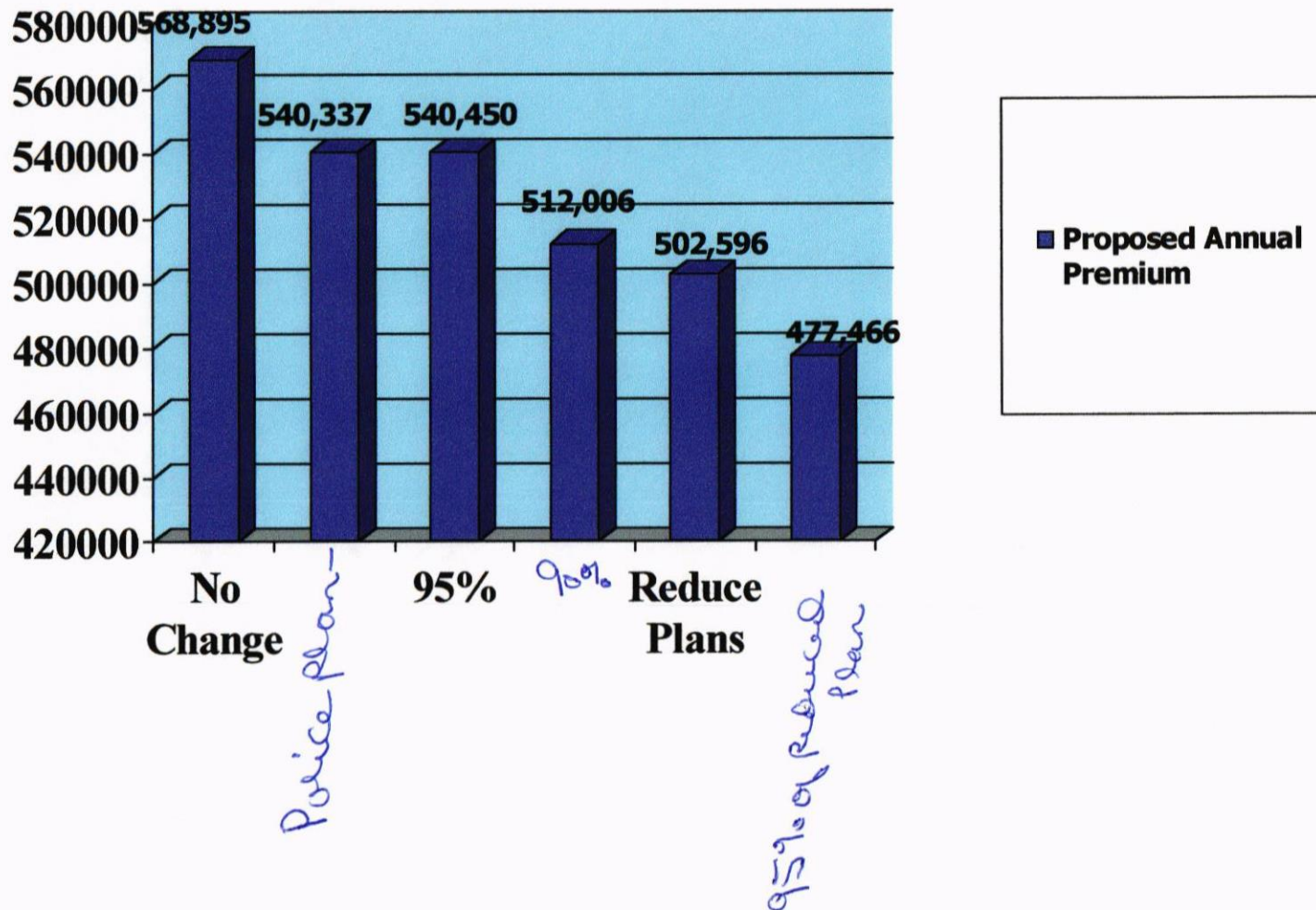


# Options to Reduce Personnel Costs

- Reduce staff
- Reduce benefits
  - Offer cheaper health plans with less coverage
  - Employee contributions to health costs
- Reduce salary increases
  - 2.5% step increase vs. 5% step increase



# Options to Reduce Premium Costs





# Recommendation

- Mirror Police Contract

- Effective 07/01 – 06/03
- Health Premiums are capped at 01/02 rates
- Effective August 2002, City picks up first 10% of any premium increase
- Any increase above 10% split 50/50 by employer and employee
- Employee contribution ranges \$12 (employee only) to \$32 (family)

- \$28,558 Savings (vs. City paid 100%)
- Competitive
- Puts City on the right track
- Affordable for employee
- Consistency in Coverage



# **ADMINISTRATION**

## **Human Resource Department**



# **Overview - Human Resource Dept.**

- Recruitment, Retention, Separation
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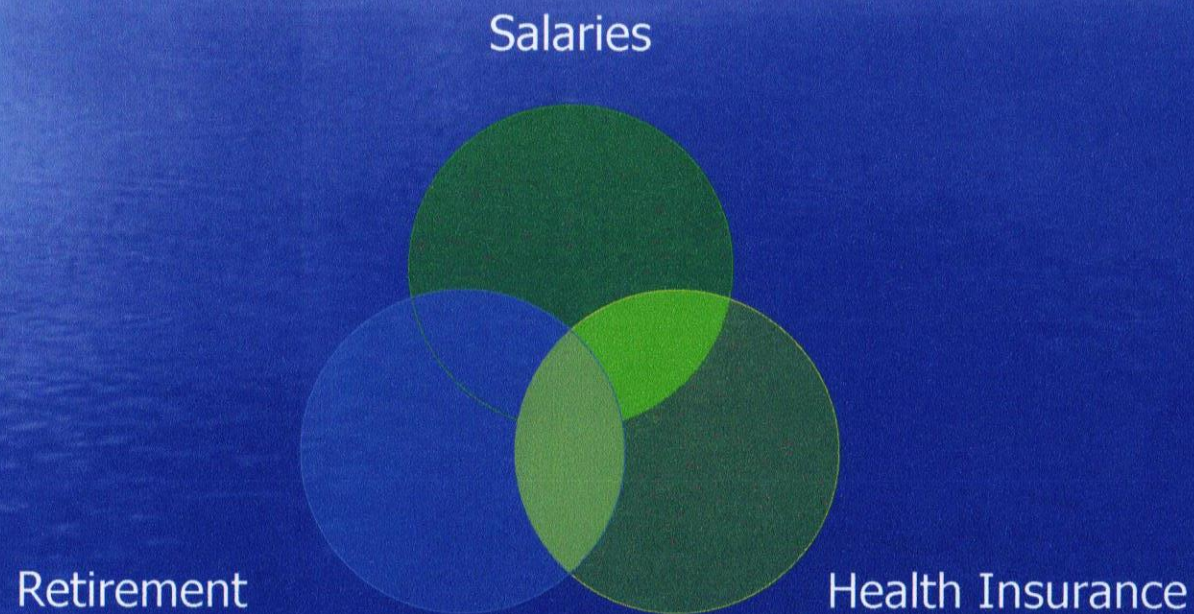


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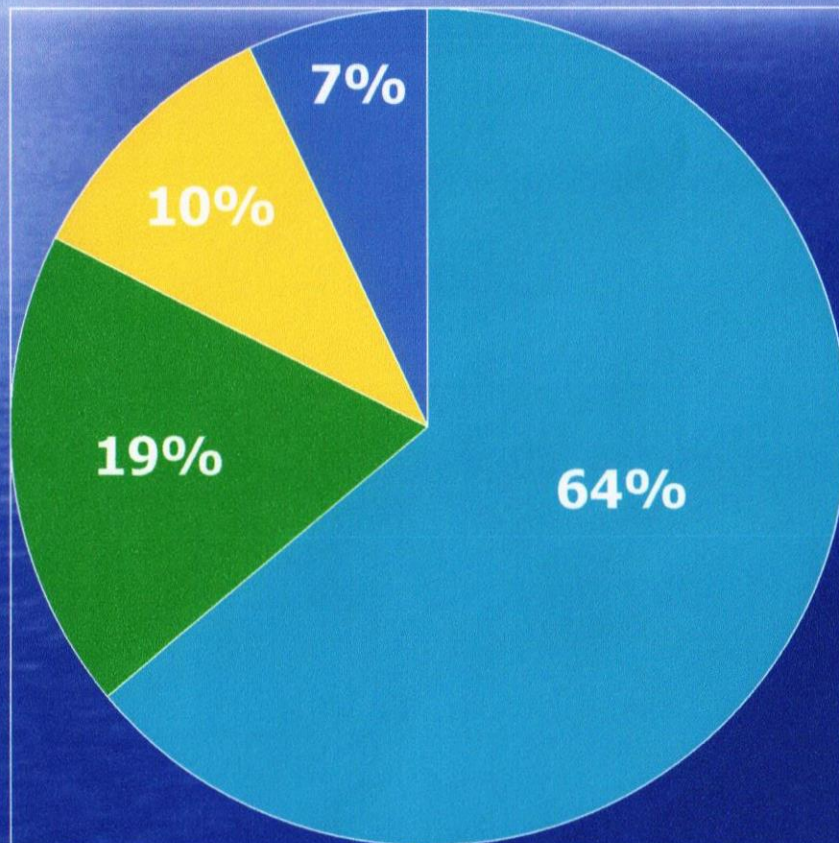


# Personnel Costs are Rising





# Average Employee Costs



■ Salary

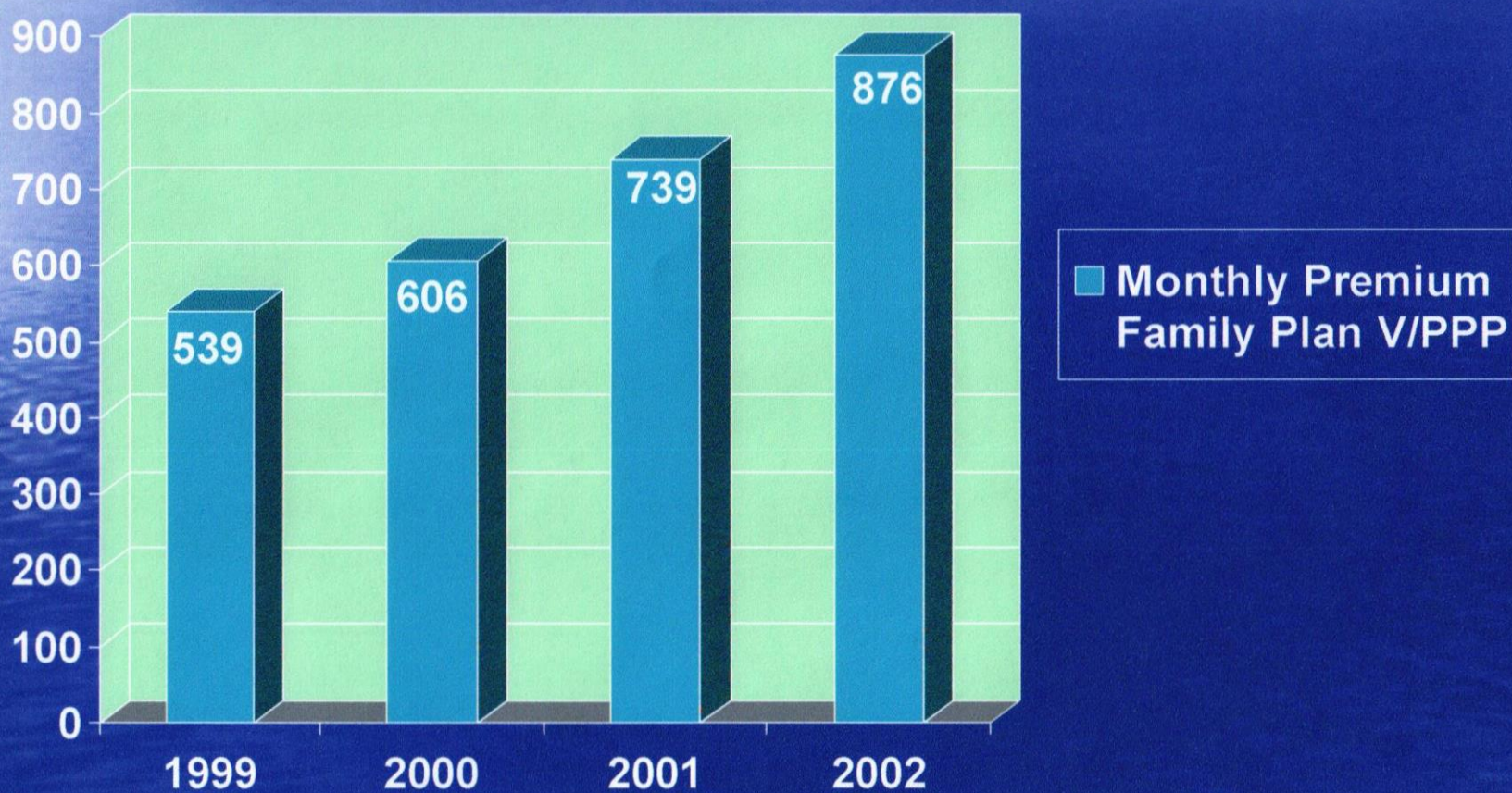
■ Health Insurance

■ PERS

■ Payroll Tax/WC/SS/Medicare



# Rising Cost of Insurance





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**CITY OF SHERWOOD**  
**APPENDIX B - SALARY STEPS BY TITLE**  
**EFFECTIVE JULY 1, 2002**  
**FY 02-03**

**Includes 2.75% COLA across the board**

	TITLE	CLASS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
	Library Page	1	\$1,460	\$1,497	\$1,534	\$1,572	\$1,612	\$1,652	\$1,693	\$1,736	\$1,779	\$1,823	\$1,869
	-	2	\$1,713	\$1,756	\$1,800	\$1,845	\$1,891	\$1,938	\$1,986	\$2,036	\$2,087	\$2,139	\$2,193
	Administrative Assistant I Library Assistant I Maintenance Worker I	3	\$1,966	\$2,015	\$2,065	\$2,117	\$2,170	\$2,224	\$2,280	\$2,336	\$2,395	\$2,455	\$2,516
	Administrative Assistant II Library Assistant II Permit Specialist Maintenance Worker II	4	\$2,219	\$2,275	\$2,332	\$2,390	\$2,450	\$2,511	\$2,574	\$2,638	\$2,704	\$2,772	\$2,841
	Accounting Technician Administrative Assistant III Building Maintenance Coordinator Code Compliance/Zoning Technician Community Service/Evidence Tech Engineering Coordinator Maintenance Worker III Municipal Court Administrator Planning/Building Coordinator	5	\$2,472	\$2,534	\$2,597	\$2,662	\$2,729	\$2,797	\$2,867	\$2,939	\$3,012	\$3,087	\$3,165
N O N E X E M P T	Assistant Planner Circulation Supervisor Lead Maintenance Worker Librarian I Park Ranger Sr. Engineering Coordinator Staff Accountant	6	\$2,725	\$2,793	\$2,863	\$2,934	\$3,008	\$3,083	\$3,160	\$3,239	\$3,320	\$3,403	\$3,488
	Associate Planner Project Manager	7	\$2,978	\$3,052	\$3,128	\$3,207	\$3,287	\$3,369	\$3,453	\$3,540	\$3,628	\$3,719	\$3,812
	Detective Supervisor Librarian II System Administrator	8	\$3,230	\$3,311	\$3,394	\$3,479	\$3,566	\$3,655	\$3,746	\$3,840	\$3,936	\$4,034	\$4,135
	Police Sergeant Senior Planner	9	\$3,483	\$3,570	\$3,660	\$3,751	\$3,845	\$3,941	\$4,039	\$4,140	\$4,244	\$4,350	\$4,459
	Community Services Manager Deputy Library Director Human Resource Manager Public Works Operations Mgr Sr. Project Manager	10	\$3,737	\$3,830	\$3,926	\$4,024	\$4,125	\$4,228	\$4,334	\$4,442	\$4,553	\$4,667	\$4,784
E X E M P T	Police Commander	11	\$3,990	\$4,090	\$4,192	\$4,297	\$4,404	\$4,514	\$4,627	\$4,743	\$4,861	\$4,983	\$5,107
	Library Director	12	\$4,243	\$4,349	\$4,457	\$4,569	\$4,683	\$4,800	\$4,920	\$5,043	\$5,169	\$5,298	\$5,431
	Finance Director Planning Director	13	\$4,495	\$4,608	\$4,723	\$4,841	\$4,962	\$5,086	\$5,213	\$5,344	\$5,477	\$5,614	\$5,754
	Public Works Director/City Engineer	14	\$4,748	\$4,867	\$4,988	\$5,113	\$5,241	\$5,372	\$5,506	\$5,644	\$5,785	\$5,930	\$6,078
	Police Chief	15	\$5,002	\$5,127	\$5,255	\$5,386	\$5,521	\$5,659	\$5,801	\$5,946	\$6,094	\$6,247	\$6,403



# PROPOSED FEE SCHEDULE

## EXHIBIT B

### SECTION 7 - BUILDING DEPARTMENT RATES AND CHARGES

Building Permits		Issued and inspected by the City of Sherwood	
<b>Building Permit Fees:</b> Other fees may apply, see the State of Oregon Structural Specialty Code, as adopted. Values are determined by the Building Official and/or are based on the most current Building Valuation Data, without state-specific modifiers, as published by the International Conference of Building Officials and in compliance with OAR 918-050-0100 - 918-050-0110.			
<b>One-and-Two Family Dwelling Building Permit Fee Table:</b>			
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>	
\$1.00 to \$500.00	\$ 33.00	<i>Minimum fee.</i>	
\$501.00 to \$2,000.00		<i>\$33 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000.</i>	
\$2,001.00 to \$25,000.00		<i>\$55.50 for the first \$2,000 plus \$5 for each additional \$1,000 or fraction thereof, to and including \$25,000.</i>	
\$25,001.00 to \$50,000.00		<i>\$170.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$50,000.</i>	
\$50,001.00 to \$100,000.00		<i>\$283 for the first \$50,000 plus \$3 for each additional \$1,000 or fraction thereof, to and including \$100,000.</i>	
\$100,001.00 and up		<i>\$433 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction thereof over \$100,000.</i>	
<b>Commercial, Industrial and Multi-Family Building Permit Fee Table:</b>			
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>	
\$1.00 to \$500.00	\$ 60.00	<i>Minimum fee.</i>	
\$501.00 to \$2,000.00		<i>\$60 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000.</i>	
\$2,001.00 to \$25,000.00		<i>\$82.50 for the first \$2,000 plus \$7.5 for each additional \$1,000 or fraction thereof, to and including \$25,000.</i>	
\$25,001.00 to \$50,000.00		<i>\$255.00 for the first \$25,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.</i>	
\$50,001.00 to \$100,000.00		<i>\$380 for the first \$50,000 plus \$4.5 for each additional \$1,000 or fraction thereof, to and including \$100,000.</i>	
\$100,001.00 and up		<i>\$605 for the first \$100,000 plus \$3.00 for each additional \$1,000 or fraction thereof over \$100,000.</i>	



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

<b>Residential Fire Sprinkler System Permit Fees:</b>		<i>Calculated as separate flat fees based on square footage of the structure with graduated rates.</i>
<b>Total Square Footage Including The Garage</b>	<b>Fee</b>	
0 sqft - 2,000 sqft	\$100.00	<i>Includes plan review</i>
2,001 sqft - 3,600 sqft	\$150.00	<i>Includes plan review</i>
3,601 sqft - 7,200 sqft	\$250.00	<i>Includes plan review</i>
7,201 sqft and greater	\$300.00	<i>Includes plan review</i>
Building Plan Review Fee		65% of Building Permit Fee.
Fire and Life Safety Plan Review Fee ( <i>applicable to structures over 4,000 square feet</i> )		40% of Building Permit Fee.
State Surcharge		8% of Building Permit Fee (or current state rate**)
Re-inspection Fees (minimum charge one hour)	\$ 55.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 65.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 70.00	<b><i>Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).</i></b>
Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 55.00	<b><i>Per hour or fraction thereof.</i></b>
Re-stamp of lost, stolen or damaged plans	\$ 55.00	Per plan set.
Temporary Residential Certificate of Occupancy	\$ 50.00	<b>Per Request</b>
<b>Temporary Commercial Certificate of Occupancy</b>	<b>\$ 300.00</b>	<b>Per Request</b>

<b>Manufactured Dwelling Installation Permit</b>		<b>Issued and inspected by the City of Sherwood</b>
<b>Manufactured home set-up and installation fee</b> <i>(exclusive of electrical services)</i>	\$ 312.20	Includes prescriptive foundation system, plumbing and cross-over connections, 30 lineal feet of sanitary sewer, storm and water lines, 8% state surcharge and the \$30 state cabana fee ( <i>unless state rates are modified</i> ) .



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

<b>Plumbing Permits</b>		<b>Issued and inspected by the City of Sherwood</b>
<b>New One-and-Two Family Dwelling Plumbing Permit Fees</b>		Includes one kitchen, 100 feet of sanitary sewer, storm and water lines, standard plumbing fixtures and appurtenances, and are based on the number of bathrooms, from one to three, on a graduated scale.
<b>New One-and-Two Family Dwelling Construction</b>		
One bathroom	\$ 236.00	
Two bathrooms	\$ 296.00	
Three bathrooms	\$ 356.00	
Additional kitchen or bathroom	\$ 156.00	Each.
Additional fixture or item	\$ 15.00	Each.
Additional 100 feet of each utility line	\$ 22.00	Each.
<b>One-and-Two Family and Manufactured Dwelling Plumbing Permit Fees for Additions, Alterations and Repairs</b>		Based on the number of fixtures, appurtenances and piping with a set minimum fee.
Minimum fee	\$ 60.00	
New and/or additional fixture or item	\$ 15.00	Each.
Alteration of fixture or item	\$ 15.00	Each.
Manufactured Dwelling utility connection	\$ 30.00	Each ( <i>Charged only when connections are not concurrent with new set-up and installation</i> ).
<u>Waterlines:</u>		
For first 100 feet or fraction thereof	\$ 50.00	
For each additional 100 feet or fraction thereof	\$ 27.50	Each.
<u>Sanitary Sewer lines:</u>		
For first 100 feet or fraction thereof	\$ 50.00	
For each additional 100 feet or fraction thereof	\$ 27.50	Each.
<u>Storm Sewer/Footing lines:</u>		
For first 100 feet or fraction thereof	\$ 50.00	
For each additional 100 feet or fraction thereof	\$ 27.50	Each.
<b>Commercial Plumbing Permit Fees*</b>		Based on the number of fixtures, appurtenances and piping with a set minimum fee.
Minimum fee	\$ 60.00	
New and/or additional fixture or item	\$ 15.00	Each.
Alteration of fixture or item	\$ 15.00	Each.
<u>Waterlines:</u>		
For first 100 feet or fraction thereof	\$ 50.00	
For additional 100 feet or fraction thereof	\$ 27.50	Each.
<u>Sewer Service Lines:</u>		
First 100 feet or fraction thereof	\$ 50.00	
For additional 100 feet or fraction thereof	\$ 27.50	Each.



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

<b>Storm Sewer/Footing lines:</b>		
For first 100 feet or fraction thereof	\$ 50.00	
For each additional 100 feet or fraction thereof	\$ 27.50	Each.
<b>Commercial Medical Gas Permit Fees:</b>		Based on the total value of installation costs and system equipment as applied to the following fee matrix:
\$0 to \$500.00	\$ 55.25	<i>Minimum fee.</i>
\$500.01 to \$5,000.00		<i>\$55.25 for the first \$500 plus \$1.95 for each additional \$100.00, or fraction thereof, up to and including \$5,000.</i>
\$5,000.01 to \$10,000.00		<i>\$143.00 for the first \$5,000 plus \$3.00 for each additional \$100.00, or fraction thereof, up to and including \$10,000.</i>
\$10,000.01 to \$100,000.00		<i>\$293.00 for the first \$10,000 plus \$7.28 for each additional \$1,000 or fraction thereof, up to and including \$100,000.</i>
\$100,000.01 and up		<i>\$948.20 for the first \$100,000 plus \$3.64 for each additional \$1,000 or fraction thereof over \$100,000.</i>
Commercial Plumbing Plan Review*		25% of Plumbing Permit Fee.
State Surcharge		8% of Plumbing Permit Fee (or current state rate**).
Re-inspection Fees (minimum charge one hour)	\$ 55.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 65.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 70.00	<i>Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).</i>
Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 55.00	<i>Per hour or fraction thereof.</i>
Re-stamp of lost, stolen or damaged plans	\$ 55.00	Per plan set.

<b>Grading and Erosion Control</b>	Issued by the City of Sherwood through the Engineering Department. Grading inspected by the Engineering Department of Sherwood and erosion control inspected by Cleanwater Services. Please note that a copy of all compaction and/or soils reports must be submitted to the Building Department.	
<b>Grading and Erosion Control Permit Fees:</b> (See Engineering Department Rates and Fees)		Activities which require a grading and/or erosion control permit and are not included in a building permit.



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

<b>Erosion Control Inspection Fee:</b>		Activities which require an erosion control permit and are considered a necessary part of a building permit.
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>
\$0 to \$2,000.00	\$ 5.00	
\$2,000.01 to \$25,000.00	\$ 15.00	
\$25,000.01 to \$50,000.00	\$ 26.00	
\$50,000.01 to \$100,000.00	\$ 40.00	
\$100,000.01 and up	\$ 40.00	<b>Plus \$24.00 per every \$100,000 or fraction thereof over \$100,000.</b>
<i>Reinspections, inspections outside normal business hours, inspections for which no fee is specifically indicated and special inspections.</i>		<i>See Cleanwater Services Rates and Charges under Resolution and Order Number 01-34 (or most current CWS R&amp;O).</i>

<b>Mechanical Permits</b>		<b>Issued and inspected by the City of Sherwood.</b>
<b>One-and-Two Family and Manufactured Dwelling Mechanical Permit Fees for New Construction, Additions, Alterations and Repairs</b>		Based on the number of appliances and related equipment with a set minimum fee.
Minimum Fee	\$ 33.00	Minimum Fee
Air handling unit ≤ 10,000 CFMs	\$ 14.63	Includes ductwork.
Air handling unit > 10,000 CFMs	\$ 24.38	Includes ductwork.
Air conditioning unit	\$ 19.50	Includes ductwork. Site plan required.
<u>Boilers/Compressors:</u>		
≤ 100,000 BTUs or 3 HP	\$ 19.50	
> 100,000 (3 HP) - ≤ 500,000 BTUs (15 HP)	\$ 35.75	
> 500,000 (15 HP) - ≤ 1,000,000 BTUs (30 HP)	\$ 48.75	
> 1,000,000 BTUs (30 HP) - ≤ 1,750,000 BTUs (50 HP)	\$ 73.15	
> 1,750,000 BTUs or 50 HP	\$ 121.80	Each includes ductwork.
Fire/smoke dampers/duct smoke detectors	\$ 14.65	
Heat pump	\$ 19.50	Includes ductwork. Site plan required.
<u>Install/replace furnace/burner:</u>		
Furnace ≤ 100,000 BTUs	\$ 19.50	Includes ductwork and vents.
Furnace ≥ 100,000 BTUs	\$ 35.75	Includes ductwork and vents.
Install/replace/relocate heaters--suspended, wall or floor mounted	\$ 19.50	Includes ductwork and vent.
Vent for appliance other than furnace	\$ 9.75	Includes ductwork.
<u>Refrigeration units:</u>		
≤ 100,000 BTUs or 3 HP	\$ 19.50	Includes installation of controls.
> 100,000 (3 HP) - ≤ 500,000 BTUs (15 HP)	\$ 35.75	Includes installation of controls.



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

> 500,000 (15 HP) - ≤ 1,000,000 BTUs (30 HP)	\$ 48.75	Includes installation of controls.
> 1,000,000 BTUs (30 HP) - ≤ 1,750,000 BTUs (50 HP)	\$ 75.15	Includes installation of controls.
> 1,750,000 BTUs or 50 HP	\$ 121.80	Includes installation of controls.
Appliance vent	\$ 9.75	Includes ductwork.
Dryer exhaust	\$ 9.75	Includes ductwork.
Exhaust fan with single duct	\$ 9.75	Includes ductwork.
Hoods	\$ 14.65	Includes ductwork.
Exhaust system apart from heating or air conditioning	\$ 14.65	Includes ductwork.
Fuel piping and distribution (up to four outlets)	\$ 6.50	
Fuel piping and distribution (over four outlets)	\$ 1.60	Per outlet.
Insert, decorative fireplace or wood/pellet stoves	\$ 19.50	Includes vent.
Gas fired water heater	\$ 19.50	Includes ductwork and vent.
Install/relocate domestic type incinerator	\$ 24.35	
Install/relocate commercial type incinerator	\$ 97.50	
Other:	\$	See most current International One-and-Two Family Dwelling Code, as adopted.
<b>Commercial Mechanical Permit Fees*</b>		Based on the total value of mechanical materials, equipment, installation, overhead and profit as applied to the following fee matrix:
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>
\$0 to \$500.00	\$ 55.25	<b>Minimum fee.</b>
\$500.01 to \$5,000.00		<b>\$55.25 for the first \$500 plus \$1.95 for each additional \$100.00, or fraction thereof, up to and including \$5,000.</b>
\$5,000.01 to \$10,000.00		<b>\$143.00 for the first \$5,000 plus \$3.00 for each additional \$100.00, or fraction thereof, up to and including \$10,000.</b>
\$10,000.01 to \$100,000.00		<b>\$293.00 for the first \$10,000 plus \$7.28 for each additional \$1,000 or fraction thereof, up to and including \$100,000.</b>
\$100,000.01 and up		<b>\$948.20 for the first \$100,000 plus \$3.64 for each additional \$1,000 or fraction thereof over \$100,000.</b>
Commercial Mechanical Plan Review Fee*		25% of Mechanical Permit Fee.
State Surcharge		8% of Mechanical Permit Fee (or current state rate**).
Re-inspection Fees (minimum charge one hour)	\$ 55.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 65.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 70.00	<b>Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).</b>



**PROPOSED FEE SCHEDULE  
EXHIBIT B**

Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 55.00	Per hour or fraction thereof.
Re-stamp of lost, stolen or damaged plans	\$ 55.00	Per plan set.

<b>Electrical Permits</b>		<b>Issued and inspected by Washington County.</b>
<b>Electrical Permit Fees</b>		Based on categories, procedures and requirements established in OAR 918-309-0020 to 918-309-0070. Contact: Washington County Building Division at (503) 846-3470.

Indicates Increase of Existing Fees  
Indicates Establishment of New Fees



# EXISTING FEE SCHEDULE

## EXHIBIT A

### SECTION 7 - BUILDING DEPARTMENT RATES AND CHARGES

Building Permits		Issued and inspected by the City of Sherwood
<b>Building Permit Fees:</b> Other fees may apply, see the State of Oregon Structural Specialty Code, as adopted. Values are determined by the Building Official and/or are based on the most current Building Valuation Data, without state-specific modifiers, as published by the International Conference of Building Officials and in compliance with OAR 918-050-0100 - 918-050-0110.		
Total Valuation	Fee	Description
\$1.00 to \$500.00	\$ 10.00	Minimum fee.
\$501.00 to \$2,000.00		\$10 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000.
\$2,001.00 to \$25,000.00		\$32.50 for the first \$2,000 plus \$6 for each additional \$1,000 or fraction thereof, to and including \$25,000.
\$25,001.00 to \$50,000.00		\$170.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001.00 to \$100,000.00		\$283 for the first \$50,000 plus \$3 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001.00 and up		\$433 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction thereof over \$100,000.
Building Plan Review Fee		65% of Building Permit Fee.
Fire and Life Safety Plan Review Fee ( <i>applicable to structures over 4,000 square feet</i> )		40% of Building Permit Fee.
State Surcharge		8% of Building Permit Fee (or current state rate**)
Re-inspection Fees (minimum charge one hour)	\$ 40.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 52.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof.
Re-stamp of lost, stolen or damaged plans	\$ 40.00	Per plan set.

Manufactured Dwelling Installation Permit	Issued and inspected by the City of Sherwood	
Manufactured home set-up and installation fee (exclusive of electrical services)	\$ 312.20	Includes prescriptive foundation system, plumbing and cross-over connections, 30 lineal feet of sanitary sewer, storm and water lines, 8% state surcharge and the \$30 state cabana fee (unless state rates are modified).



**EXISTING FEE SCHEDULE**  
**EXHIBIT A**

<b>Plumbing Permits</b>		<b>Issued and inspected by the City of Sherwood</b>
<b>New One-and-Two Family Dwelling Plumbing Permit Fees</b>		Includes one kitchen, 100 feet of sanitary sewer, storm and water lines, standard plumbing fixtures and appurtenances, and are based on the number of bathrooms, from one to three, on a graduated scale.
<u>New One-and-Two Family Dwelling Construction</u>		
One bathroom	\$ 236.00	
Two bathrooms	\$ 296.00	
Three bathrooms	\$ 356.00	
Additional kitchen or bathroom	\$ 156.00	Each.
Additional fixture or item	\$ 15.00	Each.
Additional 100 feet of each utility line	\$ 22.00	Each.
<b>One-and-Two Family and Manufactured Dwelling Plumbing Permit Fees for Additions, Alterations and Repairs</b>		Based on the number of fixtures, appurtenances and piping with a set minimum fee.
Minimum fee	\$ 60.00	
New and/or additional fixture or item	\$ 15.00	Each.
Alteration of fixture or item	\$ 15.00	Each.
Manufactured Dwelling utility connection	\$ 28.00	Each ( <i>Charged only when connections are not concurrent with new set-up and installation</i> ).
<u>Waterlines:</u>		
For first 100 feet or fraction thereof	\$ 40.00	
For each additional 100 feet or fraction thereof	\$ 22.00	Each.
<u>Sanitary Sewer lines:</u>		
For first 100 feet or fraction thereof	\$ 40.00	
For each additional 100 feet or fraction thereof	\$ 22.00	Each.
<u>Storm Sewer/Footing lines:</u>		
For first 100 feet or fraction thereof	\$ 40.00	
For each additional 100 feet or fraction thereof	\$ 22.00	Each.
<b>Commercial Plumbing Permit Fees*</b>		Based on the number of fixtures, appurtenances and piping with a set minimum fee.
Minimum fee	\$ 60.00	
New and/or additional fixture or item	\$ 15.00	Each.
Alteration of fixture or item	\$ 15.00	Each.
<u>Waterlines:</u>		
For first 100 feet or fraction thereof	\$ 40.00	
For additional 100 feet or fraction thereof	\$ 22.00	Each.
<u>Sewer Service Lines:</u>		
First 100 feet or fraction thereof	\$ 40.00	
For additional 100 feet or fraction thereof	\$ 22.00	Each.



**EXISTING FEE SCHEDULE  
EXHIBIT A**

<b>Storm Sewer/Footing lines:</b>		
For first 100 feet or fraction thereof	\$ 40.00	
For each additional 100 feet or fraction thereof	\$ 22.00	Each.
Commercial Plumbing Plan Review*		25% of Plumbing Permit Fee.
State Surcharge		8% of Plumbing Permit Fee (or current state rate**).
Re-inspection Fees (minimum charge one hour)	\$ 40.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 52.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof.
Re-stamp of lost, stolen or damaged plans	\$ 40.00	Per plan set.

<b>Grading and Erosion Control</b>		Issued by the City of Sherwood through the Engineering Department. Grading inspected by the Engineering Department of Sherwood and erosion control inspected by Cleanwater Services. Please note that a copy of all compaction and/or soils reports must be submitted to the Building Department.
<b>Grading and Erosion Control Permit Fees:</b> (See Engineering Department Rates and Fees)		Activities which require a grading and/or erosion control permit and are not included in a building permit.
<b>Erosion Control Inspection Fee:</b>		Activities which require an erosion control permit and are considered a necessary part of a building permit.
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>
\$0 to \$2,000.00	\$ 5.00	
\$2,000.01 to \$25,000.00	\$ 15.00	
\$25,000.01 to \$50,000.00	\$ 26.00	
\$50,000.01 to \$100,000.00	\$ 40.00	
\$100,000.01 and up	\$ 40.00	Plus \$24.00 per every \$100,000 or fraction thereof over \$100,000.
<i>Reinspections, inspections outside normal business hours, inspections for which no fee is specifically indicated and special inspections.</i>		<i>See Cleanwater Services Rates and Charges under Resolution and Order Number 01-34 (or most current CWS R&amp;O).</i>



**EXISTING FEE SCHEDULE**  
**EXHIBIT A**

<b>Mechanical Permits</b>		<b>Issued and inspected by the City of Sherwood.</b>
<b>One-and-Two Family and Manufactured Dwelling Mechanical Permit Fees for New Construction, Additions, Alterations and Repairs</b>		Based on the number of appliances and related equipment with a set minimum fee.
Minimum Fee	\$ 13.00	Mechanical permit issuance.
Air handling unit ≤ 10,000 CFMs	\$ 5.85	Includes ductwork.
Air handling unit > 10,000 CFMs	\$ 9.75	Includes ductwork.
Air conditioning unit	\$ 7.80	Includes ductwork. Site plan required.
<u>Boilers/Compressors:</u>		
≤ 100,000 BTUs or 3 HP	\$ 7.80	
> 100,000 (3 HP) - ≤ 500,000 BTUs (15 HP)	\$ 14.30	
> 500,000 (15 HP) - ≤ 1,000,000 BTUs (30 HP)	\$ 19.50	
> 1,000,000 BTUs (30 HP) - ≤ 1,750,000 BTUs (50 HP)	\$ 29.25	
> 1,750,000 BTUs or 50 HP	\$ 48.75	Each includes ductwork.
Fire/smoke dampers/duct smoke detectors	\$ 5.85	
Heat pump	\$ 7.80	Includes ductwork. Site plan required.
<u>Install/replace furnace/burner:</u>		
Air handling unit ≤ 100,000 BTUs	\$ 7.80	Includes ductwork and vents.
Air handling unit ≥ 100,000 BTUs	\$ 14.30	Includes ductwork and vents.
Install/replace/relocate heaters--suspended, wall or floor mounted	\$ 7.80	Includes ductwork and vent.
Vent for appliance other than furnace	\$ 3.90	Includes ductwork.
<u>Refrigeration units:</u>		
≤ 100,000 BTUs or 3 HP	\$ 7.80	Includes installation of controls.
> 100,000 (3 HP) - ≤ 500,000 BTUs (15 HP)	\$ 9.75	Includes installation of controls.
> 500,000 (15 HP) - ≤ 1,000,000 BTUs (30 HP)	\$ 29.00	Includes installation of controls.
> 1,000,000 BTUs (30 HP) - ≤ 1,750,000 BTUs (50 HP)	\$ 38.00	Includes installation of controls.
> 1,750,000 BTUs or 50 HP	\$ 48.75	Includes installation of controls.
Appliance vent	\$ 3.90	Includes ductwork.
Dryer exhaust	\$ 3.90	Includes ductwork.
Exhaust fan with single duct	\$ 3.90	Includes ductwork.
Hoods	\$ 5.85	Includes ductwork.
Exhaust system apart from heating or air conditioning	\$ 5.85	Includes ductwork.
Fuel piping and distribution (up to four outlets)	\$ 2.60	
Fuel piping and distribution (over four outlets)	\$ 0.65	Per outlet.



# EXISTING FEE SCHEDULE

## EXHIBIT A

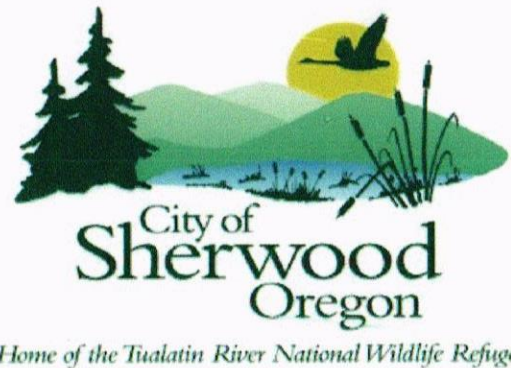
Insert, decorative fireplace or wood/pellet stoves	\$ 7.80	Includes vent.
Gas fired water heater	\$ 7.80	Includes ductwork and vent.
Install/relocate domestic type incinerator	\$ 9.75	
Install/relocate commercial type incinerator	\$ 39.00	
Other:	\$	See most current International One-and-Two Family Dwelling Code, as adopted.
<b>Commercial Mechanical Permit Fees*</b>		Based on the total value of mechanical materials, equipment, installation, overhead and profit as applied to the following fee matrix:
<b>Total Valuation</b>	<b>Fee</b>	<b>Description</b>
\$0 to \$500.00	\$ 21.25	Minimum fee.
\$500.01 to \$5,000.00		\$21.25 for the first \$500 plus \$.75 for each additional \$100.00, or fraction thereof, up to and including \$5,000.
\$5,000.01 to \$10,000.00		\$55.00 for the first \$5,000 plus \$1.15 for each additional \$100.00, or fraction thereof, up to and including \$10,000.
\$10,000.01 to \$100,000.00		\$112.50 for the first \$10,000 plus \$2.80 for each additional \$1,000 or fraction thereof, up to and including \$100,000.
\$100,000.01 and up		\$364.50 for the first \$100,000 plus \$1.40 for each additional \$1,000 or fraction thereof over \$100,000.
Commercial Mechanical Plan Review Fee*		25% of Mechanical Permit Fee.
State Surcharge		8% of Mechanical Permit Fee (or current state rate**).
Re-inspection Fees (minimum charge one hour)	\$ 40.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspections outside normal business hours (minimum charge two hours)	\$ 52.00	Per hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Inspection for which no fee is specifically indicated (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof plus seven percent state surcharge (or current state rate**).
Additional plan review required by changes, additions or revisions to approved plans (Minimum charge of one-half hour)	\$ 34.67	Per half hour or fraction thereof.
Re-stamp of lost, stolen or damaged plans	\$ 40.00	Per plan set.

<b>Electrical Permits</b>		<b>Issued and inspected by Washington County.</b>
<b>Electrical Permit Fees</b>		Based on categories, procedures and requirements established in OAR 918-309-0020 to 918-309-0070. Contact: Washington County Building Division at (503) 846-3470.

\*Includes Commercial, Industrial and Multi-Family

\*\*Oregon State Surcharge is 7% plus 1% for Tri-County Administration (not all fees include the extra 1%).

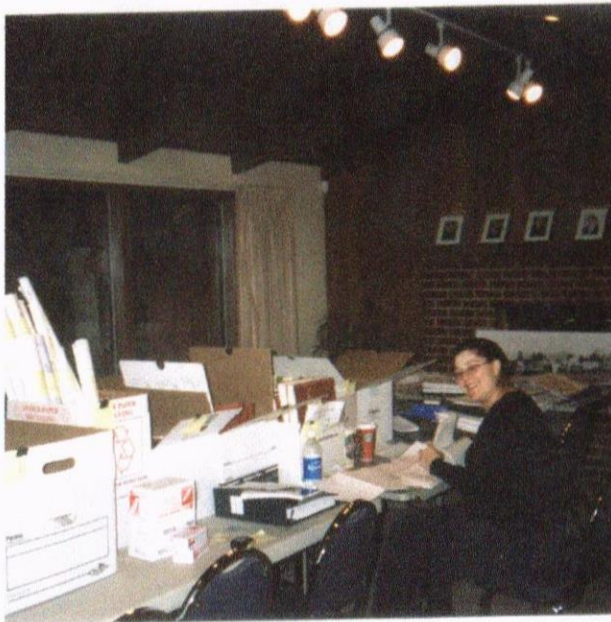
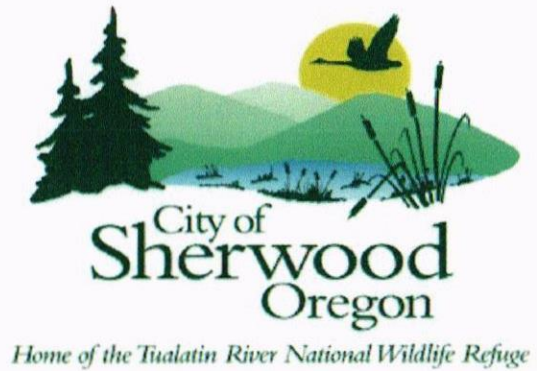




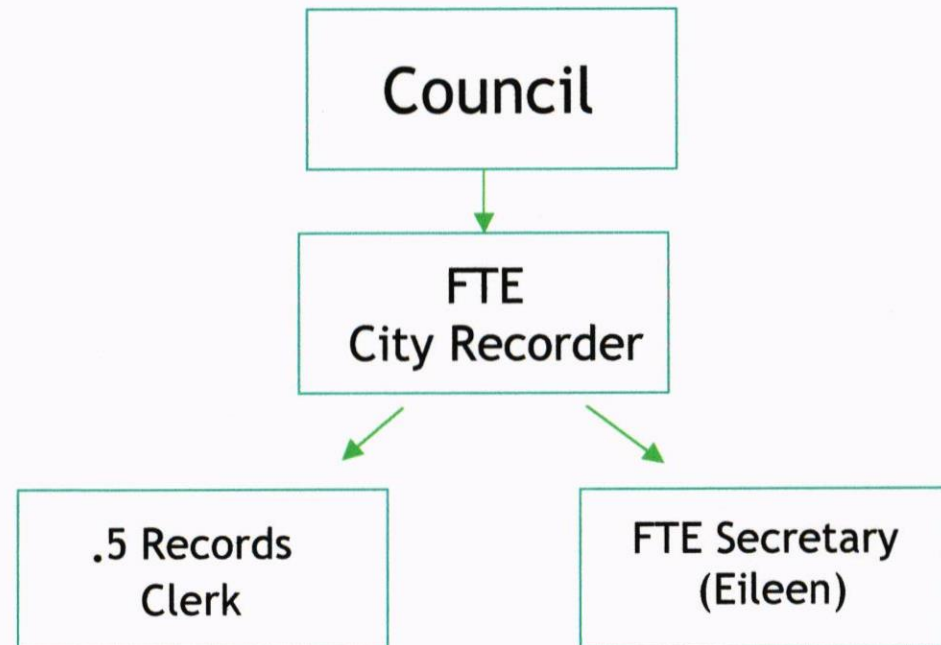
# **BUDGET PRESENTATION FY 2002-2003**

## **CITY RECORDER & COUNCIL Pages 47 thru 49**





No change in staffing







City Records program goals:

- Well organized, well managed, and easy to locate
- Equally accessible to all citizens





Work this year at  
off-site storage.

Off-site storage -

Temperature controlled

Well lit

Moisture controlled

Fire protected





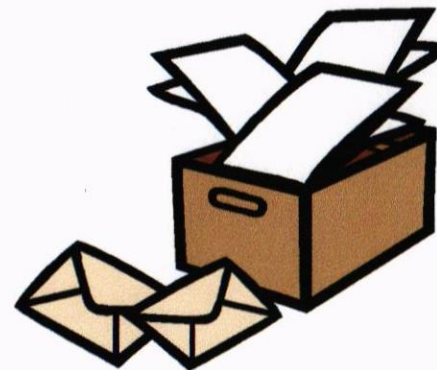
## Project Nearing Completion

### Building Dept Records

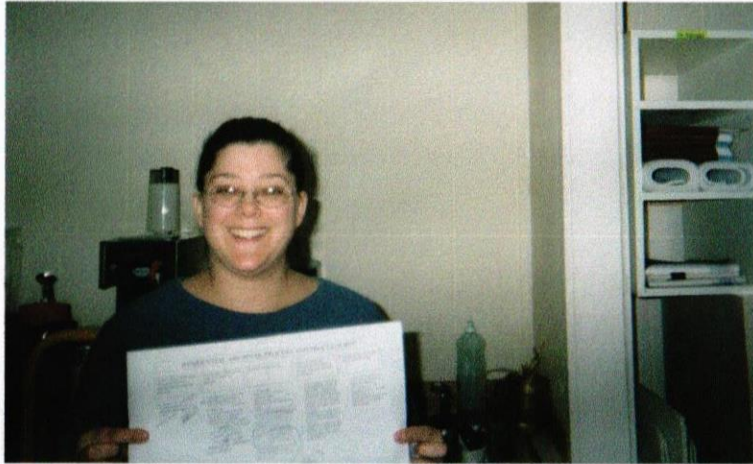
32 boxes\* indexed and stored  
at off-site storage  
68 boxes of files in the Bldg  
Dept files room  
500+ sets of plans processed  
30 boxes of paper recycled



\*Capacity for each box -  
3,000 pieces of paper.







- ✓ Identify the documents
- ✓ Sort the documents
- ✓ Place docs. in file folders
- ✓ Name the file folders
- ✓ Elec. index the file folders
- ✓ Store documents properly

<i>Permit #</i>	<i>Address #</i>	<i>Direction</i>	<i>Street Name</i>	<i>Street Type</i>	<i>Subdivision</i>	<i>Final Date</i>	<i>Box #</i>
6565	16765	SW	Daffodil	Street	Wildflower Village	4/6/00	April-00
6566	16763	SW	Daffodil	Street	Wildflower Village	4/6/00	April-00
6637	16808		Cobblestone	Drive	Woodhaven 6	3/1/00	March-00
6666	17703		Heatherwood	Lane	Woodhaven 2	1/25/00	January-00
6667	22635		Pinehurst	Drive	Woodhaven 4	9/11/00	September-00
6755	16813		Cobblestone	Drive	Woodhaven 6	10/30/00	October-00
6788	17661		Woodhaven	Drive	Woodhaven 4	1/10/00	January-00
6806	17639		Woodhaven	Drive	Woodhaven 4	1/13/00	January-00
6833	22545		Pinehurst	Drive	Woodhaven	2/17/00	February-00
6841	1570	SE	G & T	Drive			No Final
6885	17104	SW	Greengate	Drive	Abney Revard	2/8/00	February-00





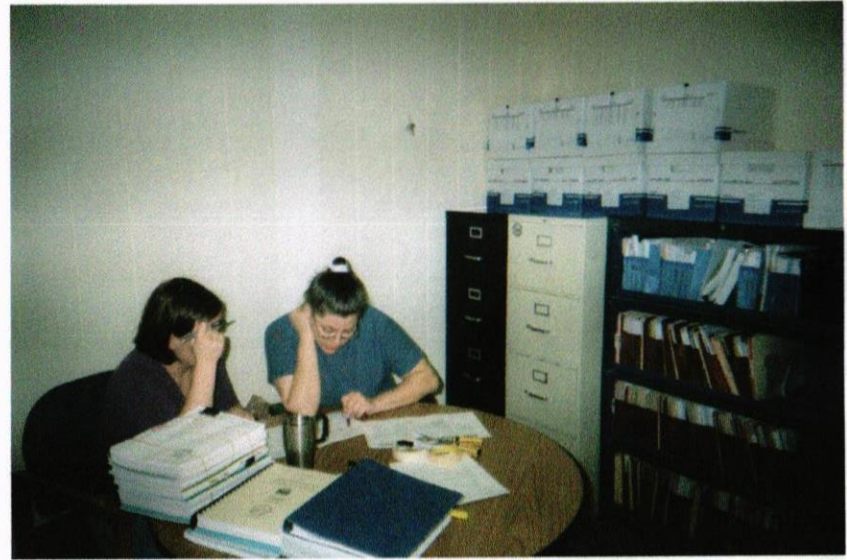
What's Next?







What's Next?



## Non-perm. Residential Files

- ✓ Identify & sort documents
- ✓ Prepare Notices for homeowners
- ✓ Follow-up



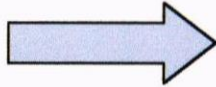


Microfilm permanent documents for State of Oregon archives.

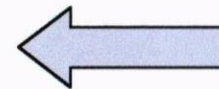
What's Next?



Goals:

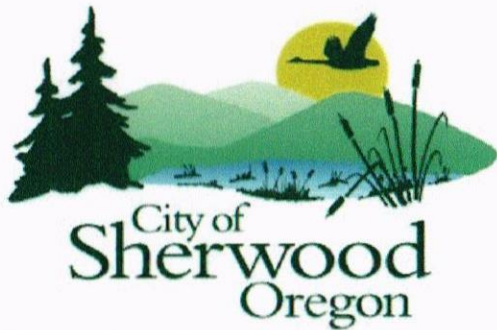


From this...



To this for:  
Remainder of Bldg Dept  
Planning  
Finance





*Home of the Tualatin River National Wildlife Refuge*

## Summary

Progressing well on conversion to electronic files

Next steps after all files are indexed:

- Which files are critical – i.e. if City Hall burned down tonight...???

- Which permanent files need to be microfilmed and stored at the State  
and what will that cost?

- How long will the present indexing system work?



# **CONTINGENCY - GENERAL FUND**

	Increase (decrease)		Balance
	In Proposed	Not in Proposed	
<b>TARGET CONTINGENCY</b>			
Revenue			4,979,769
Target contingency at 10% of revenue			497,977
<b>Contingency in proposed budget, 4-5-02</b>			<b>69,349</b>
<b>CHANGES TO CONSIDER</b>			
<b>Revenue</b>			
Parks fee (a)		300,000	
Increase electrical franchise fee from 3.5% to 5%		100,000	
<b>Expenditures</b>			
Capital outlay:			
Public works operations - do not replace one ton truck	35,000		
Public works operations - do not buy two new pickups	50,000		
Public works operations - do not buy two new trailers	5,400		
Police - defer half of planned vehicle replacements / purchases	60,000		
Library - reduce book stock	5,000		
Police - delay hiring new office until mid-year		27,465	
Public works operations - cut 1 of the 5 new utility workers		42,736	
All departments - cut 2% of supplies		4,314	
Subtotal	155,400	474,515	
<b>CHANGES NOT "ON THE TABLE": i.e., can't be avoided or we can live with</b>			
Corrections:			
Correct revenue for prior year's property taxes		(52,688)	(52,688)
Add taxes and benefits for Library Director		(16,125)	(16,125)
Changes in estimates, given new information:			
Add expenditure for Goal 5 response		(3,982)	(3,982)
Revise property taxes for new estimated assessed value		(22,444)	(22,444)
Building repair and maintenance:			
Cut City Hall - replace upstairs carpet	20,000		-
Cut City Hall - new furnaces	20,000		-
Close Old School (move PAL) - no building maintenance	3,100		-
Close Old School (move PAL) - no janitorial	910		-
Add back minimal maintenance costs for old school		(1,500)	(1,500)
Hite House - defer privacy doors and roof repair	3,500		-
Add back roof patches for Hite house		(1,000)	(1,000)
Old police station - do not replace water line	2,000		-
New police station - no maintenance costs in first year	2,600		-
Add back minimal maintenance costs for new police station		(1,800)	(1,800)
Cut employee benefits - health, life, LTD & education		65,000	65,000
Robin Hood Theater - remove operations		44,799	44,799
Police - changes in incentive pay		(2,873)	(2,873)
Formula driven changes, given above:			
Payroll taxes and benefits			25
Allocations & reimbursements		(252)	(252)
<b>Current contingency</b>	<b>207,510</b>	<b>481,650</b>	<b>76,509</b>

- a Fee based on water usage. Average residence using 7,300 gallons a month would pay \$4.23. Equivalent reduction in water rates to offset the new fee. The Water Fund will still have sufficient resources for the projected capital improvement plan.

Maintaining parks, trails and streetscapes costs about \$500,000 annually.

The School District will pay the City \$46,000 in 2002-03 for upkeep of School fields.

If new revenues are obtained for the Street fund, the cost of maintaining trails and streetscapes can be moved to the Street fund.

League and drop-in fees of about \$14,000 are accounted for in Community Services, offsetting part of the cost of the Recreation Coordinator.



# CONTINGENCY - FUNDS OTHER THAN GENERAL

	Sanitary Fund		Storm Fund		Street Fund	
	Increase (decrease)	Balance	Increase (decrease)	Balance	Increase (decrease)	Balance
Proposed budget, 4-5-02		5,530,487		2,712,846		6,200,173

## CHANGES OPEN TO CONSIDERATION

### Revenue

Street light fee					++
Street utility fee					++

### Expenditures

Increased road repairs					--
------------------------	--	--	--	--	----

## CHANGES NOT "ON THE TABLE": i.e., can't be avoided or we can live with

### Corrections:

Add payments to Clean Water Services	(1,195,786)		(113,250)		
--------------------------------------	-------------	--	-----------	--	--

### Changes in estimates, given new information:

Revise State highway apportionment estimate					9,000
---------------------------------------------	--	--	--	--	-------

Revise beginning balance - greater CWS expenditures	(176,780)				
-----------------------------------------------------	-----------	--	--	--	--

### Formula driven changes, given above:

Interest earnings	(30,986)		(2,264)		182
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Payroll taxes and benefits					
----------------------------	--	--	--	--	--

Allocations & reimbursements	37		37		84
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<b>Current balance</b>	(1,403,515)	<b>4,126,972</b>	(115,477)	<b>2,597,369</b>	9,266	<b>6,209,439</b>
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# PROPOSED CHANGES TO EXISTING FEES

To be effective 7-1-02

	Estimated Annual Revenue to General Fund	In Proposed Budget
<b>MAJOR CHANGES</b>		
SECTION 1 - PLANNING		
Add plot plan review fee, \$30	\$9,000	yes
SECTION 5 - ADMINISTRATIVE		
Business licenses:		no
Current fees are:		
In City only: \$65 base		
Office outside of City: \$97.50 base		
Both: plus \$5 per employee working > 20 hours per week		
Budgeted revenue is:		
Average fee of \$100 for each of 500 businesses	\$50,000	
Sherwood share of Metro Contractors Business License receipts	\$21,000	
Total	\$71,000	
<u>To increase total revenue by \$25,000. would need to increase fees by 50%, to an average of \$150 for each business</u>		
SECTION 7 - BUILDING		
Comprehensive revision in process	not yet known	no
SECTION 8 - SDCs, TIF, AND CONNECTION CHARGES		
Comprehensive review of Water SDCs in process	none	no
County TIF annual increase, 6%	none	n/a
SECTION 9 - PARKS AND RECREATION		
Following page	\$14,095	yes
<b>MINOR CHANGES</b>		
SECTION 2 - ENGINEERING		
Infrastructure television line service, at hourly rate	none	n/a
SECTION 4 - POLICE		
Change new alarm permits from \$15 to \$25	minimal	n/a
Add "or sidewalks" to \$10 fee for "obstructing streets"	minimal	n/a
Change police photos from \$15 to \$15 plus processing cost	minimal	n/a
SECTION 6 - MUNICIPAL COURT		
Add Vehicle Compliance Program Administrative Fee, \$20	minimal	n/a
SECTION 8 - SDCs, TIF, AND CONNECTION CHARGES		
Add filing fee to challenge parks SDC expenditures, \$50	minimal	n/a
SECTION 10 - LIBRARY		
Add overdue fine for Cultural Pass per WA County fee schedule, \$10	minimal	n/a

## OTHER

Clean Water Services intends a 2.5% increase in rates for sanitary sewer services. The additional revenue will be retained by CWS for debt service. No increases are planned for storm services or SDCs.



## ATHLETIC FIELD/GYM USER FEES

<b>Sherwood Youth Leagues</b>	Resident: \$7 per player/per season
(i.e. SFPA, SJBO, SBO, SYSC)	Nonresident: \$10 per player/per season
<b>Sherwood Adult Leagues</b>	Resident: \$10 per player/per season
	Nonresident: \$15 per player/per season
<b>Natural Turf Field</b>	
Group Reservations- Commercial/For profit (i.e. summer camp)	\$35/hr non peak times (8 am-3 pm)
	\$55/hr peak times (3 pm-dark)
Group Reservations- Nonprofit	\$175/wk or \$40/day
Private Reservations	Resident: \$15/hr non peak times (8 am-3 pm)
	Resident: \$20/hr peak times (3 pm-dark)
	Nonresident: \$20/hr non peak times (8 am-3 pm)
	Nonresident: \$25/hr peak times (3 pm-dark)
<b>Artificial Turf Field</b>	
Sherwood Youth and Adult Leagues	Covered under per player/per season league fee
Commercial/For Profit Reservation	Resident: \$50/hr non peak times (8 am-3 pm)
	Resident: \$80/hr peak times (3 pm-dark)
	Nonresident: \$70/hr non peak times (8 am-3 pm)
	Nonresident: \$100/hr peak times (3 pm-dark)
Nonprofit Group Reservation	\$200/wk or \$45/day
Private Reservation	Resident: \$25/hr weekdays (M-F)
	Resident: \$30/hr weekends (Sa-Sun)
	Nonresident: \$45/hr weekdays (M-F)
	Nonresident: \$65/hr weekends (Sa-Sun)
Tournament Fee	Resident: Covered under per player/per season league fee
	Nonresident: \$80/hr
<b>Gym Fees</b>	
Drop In Gym Programs	Resident: \$2 per person
	Nonresident: \$4 per person
Commercial/For Profit Reservation	Resident: \$60/two hour block
	Nonresident: \$80/two hour block
Nonprofit Groups/Organizations	Resident: \$20/two hour block
	Nonresident: \$50/two hour block
Private Reservation	Resident: \$40/two hour block
	Nonresident: \$60/two hour block



# What Does the Future Hold for Oregon Cities?

The weather forecast for our communities’ revenues and expenses, as shown on the previous pages, is anything but sunny. Here are some of the predictions:

## Property Tax

- Assessed values will be flat—and even decline in some communities—due to effects of economic and property tax limitations.
- A growing number of communities will have less money for services as tax rates reach Measure 5 limits.
- Local option levies must be periodically renewed, or will expire, and can only provide a maximum of five years of funding for operating expenses, such as for police.
- And, competition among taxing districts on general election ballots for votes on local option levies, make local option property taxes a less viable revenue source.

*“We are setting new records each month for library materials checked out, reference calls, children’s services, and just people through the door. Still, we can’t scrape up enough funds to keep our library open past 8 p.m. or provide any Sunday hours.”*

## Other Revenues

Although the recession is ending nationally, its effects in Oregon, where it is most severe, will take awhile. In the meantime, it’s predicted that the recession will directly affect business tax proceeds (for those cities levying business taxes). Tourism revenues will be flat or decline in most communities. The future is uncertain for utility franchise fees. And, state-shared revenues may decline due to State budget shortfalls.

## Cost Pressure

Cost pressures also continue to proliferate. For example, population will continue to grow, placing pressure on services. Lower investment earnings will likely lead to increased contributions to the Public Employee Retirement System. Environmental mandates will affect more communities. Health care costs continue to rise much faster than inflation. A bright spot is the decreasing cost of technology, which has allowed efficiency in the provision of many areas of public service. The full report contains detailed information about the findings in the case study cities, the all-cities survey results, and the future forecast.

## What Can Cities Do?

It’s important that cities understand their own financial condition, and what the future holds for them. To help in that process, LOC has developed a set of 15 “Community Distress Signals” that a city can use to evaluate the factors that may affect its ability to provide services. We’re also developing tools to foster dialogue about the present situation and options for the future. City officials can and should share their stories with the League, with community leaders, with legislators, and with the citizens who are increasingly affected by the loss of core services in our cities.

This report points to the struggle that exists, and to the struggle that lies ahead. At the League of Oregon Cities, we look forward to helping our members face the challenges, and to being part of the discussion about the future we want for our communities.



For more information about “Diminishing Returns: Oregon Cities’ Struggle to Afford Basic Services”, or to order a copy of the report, contact Lynn McNamara, Project Director, at The City Center @LOC, P.O. Box 928, Salem, OR 97308; phone (503) 588-6550; e-mail [citycenter@orcities.org](mailto:citycenter@orcities.org).

NOTE: Quotes which appear throughout this report are taken from the responses of city officials participating in the statewide survey.

# Diminishing Returns: Oregon Cities’ Struggle to Afford Basic Services Summary Report, April 2002

At the League of Oregon Cities (LOC), we know that cities in our state—large and small, east and west—have more similarities than differences. Never has that been shown more clearly than through the results of a new study that looks at how Oregon cities fared through the 1990s, and what their financial future might be.

The title of the report, to be released this month, tells the story: as revenues stagnate and uncontrollable expenses multiply, *the returns on efforts in our cities to meet citizen demands are diminishing. Oregon cities are struggling to afford basic services.*

*“Our police officers are so busy they have little time to do basic traffic enforcement, and lower priority calls simply go unanswered.”*

The study was undertaken by the consulting firm of Barney & Worth, Inc., with E.D. Hovee and Company. It was prepared for The City Center @LOC, the League’s research and information arm, with support from the Oregon City/County Management Association. Its focus was on city services like police, fire, ambulance, parks, libraries, and planning that are considered “basic” services, and often funded through the property tax.

The report is intended to provoke discussion in our communities, and among people who care about Oregon’s future. If the present situation continues unchecked, what will our communities be like at the end of the decade? Will our residents and businesses be satisfied with fewer or lower quality services, because that’s what they are willing to pay for? What other effects—like diminished income tax revenue to the state, or increased insurance costs for homeowners—might a change in city service levels have? And, if a different outcome is desired—one that maintains service levels and the community livability we take for granted—what can be done to enact the change necessary to make it happen?

The quotes from city officials throughout this summary tell the story of reductions in police, parks, and libraries. Transit, planning, and recreation services are being cut in other cities. The study shows that if we want healthy communities, we will need to address the problem.

## The Results

*“We’ve reduced library service and some police coverage, and parks have been all but eliminated.”*

The results of the study demonstrate that **Oregon cities can expect to find themselves under increasing financial pressure over the next decade.** The main cause for this financial pressure is the constraint placed on one vitally-important municipal revenue source: the property tax. Property tax limitation measures approved by voters in the 1990s have curtailed what has been the traditional and dependable financial foundation for most cities.

The financial condition of most Oregon cities has deteriorated in the latter half of the 1990s, despite a generally strong economy. This situation is expected to worsen in the coming decade. **Cities all across Oregon—metro, rural, large, small, growing, stable—will be impacted:**

*“We cannot continue to operate without capital—the only options are to raise revenues or reduce personnel. We are investigating reducing library hours, cutting back on parks maintenance, and reducing staff in all general fund supported departments.”*

- Property tax revenues—the foundation for most city budgets—are no longer keeping up with inflation or population growth.
- A growing number of cities will be affected by the property tax constraints in the next decade, unable to collect even voter-approved taxes, or facing a real decline in property values.

(continued on next page)



# Diminishing Returns:

(continued from previous page)

“Service demands are increasing ... 54% of our ambulance calls are to Medicare patients. Next year we expect to lose \$184,000 in uncollectable service charges to Medicare patients alone.”




- The future of the second-largest source of city general fund revenues—utility franchise fees—is clouded by uncertainty.
- The forecast is pessimistic for many other possible replacement revenue options—business tax, transient lodging tax, gas tax and state-shared revenues—due to a declining economy and the state budget shortfall.

Cities which have performed better financially in the 1990s have been those experiencing growth in their assessed value (through new construction), and those benefitting from diversified (and more elastic) sources of revenue that make them less reliant on the property tax. Many such cities are located in urban areas, where economic growth spurred new construction in the 1990s and added to the cities' assessed values despite the property tax limitations. For these cities, the strong economy masked the effects of the property tax limitations.

In the future, cities with growing assessed value and diversified revenues will continue to do better than their peers. However, current economic trends are likely to reduce the number of these cities experiencing growth in their assessed values due to new construction. For this reason and others, a growing list of cities will feel the effects of property tax constraints.

“We are facing a severe crisis if we do not cut back our existing service levels. In the last two years, we used our “rainy day” fund to balance our budget rather than cut further into operations.”

To coincide with this decline in revenues, Oregon cities are further threatened by a number of forces gathering to apply unprecedented cost pressure on municipal budgets. These forces include:

Weather Report: City Revenues	
	<ul style="list-style-type: none"><li>■ Enterprise Funds*</li><li>■ Sales and Use Fees</li><li>■ Fines and Penalties</li></ul>
	<ul style="list-style-type: none"><li>■ Property Taxes</li><li>■ Business License Taxes / Fees</li><li>■ Transient Lodging Taxes</li><li>■ Gasoline Tax</li><li>■ State Shared Revenues</li><li>■ Urban Renewal</li></ul>
	<ul style="list-style-type: none"><li>■ Franchise Fees</li><li>■ Building / Development Permits</li><li>■ SDCs</li><li>■ One-Time Revenues</li></ul>

\* NOTE: These funds often may not be used to provide general fund services (e.g. water rates can't fund police expenses).

- Population growth and demographic trends, which are altering and expanding the service demands of Oregon's increasingly diverse population
- Structural shift in the region's economy away from natural resources, exacerbated by the 2001-02 economic downturn
- Increase in total personnel-related costs, including required pension contributions and health benefit costs, which are both increasing much faster than inflation
- Rise in energy costs
- Environmental mandates taking effect in more communities.

These current city revenue trends and pressures on costs are projected to continue and intensify over the next decade. **The result is likely to be further erosion in the financial condition of Oregon cities, undermining their capacity to sustain local services and enhance quality of life in their communities.**

# Oregon Cities' Struggle to Afford Basic Services

## The Methodology

To reach these conclusions, the consultants looked in detail at the revenue and expense trends of seven “case study” cities (Corvallis, Enterprise, Garibaldi, Grants Pass, Gresham, Prineville and Scappoose) in three key years: 1990, 1995 and 2000. They also worked with LOC to survey all Oregon cities about their financial condition, and received 109 responses. The case study cities and the cities responding to the survey represented a cross-section of Oregon communities—different sizes, different rates of growth, different geographic areas, different financial conditions.

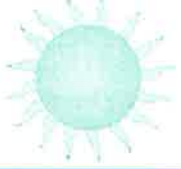


## Tax Limits Affect Most Cities

For the seven case study cities, the financial effects of Oregon's property tax limitation measures—and Ballot Measure 50 in particular—are evident. Assessed values have grown little since 1995, and were actually flat or declining in three of the cities. As a result, most of the cities have been forced to shift toward other revenue sources.

However, these alternative revenue sources—typically utility franchise fees, enterprise funds, and other fees and charges—aren't always available to contribute to the cities' funding for basic services. In five of the seven cities, the General Fund, from which basic services are provided, declined significantly as a share of total revenues.

Some cities have been able to retain services by using their “rainy day” funds, but these savings are quickly being depleted.

“Our top expenditure items are inflating beyond our revenue increases . . . legislatively-mandated collective bargaining, health insurance premiums spiraling out of control, and energy costs increasing at double-digit rates.”

Weather Report: City Expenses	
	<ul style="list-style-type: none"><li>■ Declining costs for advanced technology in virtually all areas of public service</li></ul>
	<ul style="list-style-type: none"><li>■ Growing population increasing demand for services</li><li>■ Health insurance costs</li><li>■ Retirement costs (PERS)</li></ul>
	<ul style="list-style-type: none"><li>■ Infrastructure expenses to meet state and federal mandates continuing in some cities</li><li>■ Uncertain results from compulsory binding arbitration for public safety employees</li><li>■ End of COPS grant funding in some cities</li><li>■ Unquantifiable expenses related to homeland security/ terrorism response</li><li>■ Unknown costs associated with Measure 7 or its successor</li></ul>

The picture isn't much different statewide. **Over three-fourths of Oregon cities (77% of survey respondents) say they have already felt—or will soon feel—the effects of the voter-approved property tax limitation measures which were a legacy of the 1990s.** Most of these cities (61% of respondents) report the property tax limits have already affected city revenues and services.

Oregon cities were also asked if they are now better able or less able to meet their financial needs than in past years. **Only 22% of participating Oregon cities said they are better off financially in FY 2001-2002 than a year earlier.** The majority of cities—59% of those responding—expect to experience deteriorating financial conditions.

In many cities, those predictions have become real since the time of the survey, which was conducted prior to the September 11 tragedy and the ensuing recession, and before cities began preparing their 2002-03 budgets.