PROGRAM SUMMARIES

EXPENDITURE SUMMARY BY PROGRAM

The city adopts and manages its operating expenditures by program. The city has six operating programs: Mayor & City Council, City Attorney, City Recorder, Engagement & Innovation, Investment & Infrastructure, and Police. Within each of these programs are one or more departments and budget units or divisions. A more detailed explanation of the city's program structures can be found in the Reader's Guide section.

The following charts give a summary of the expenditures for the programs, budget classifications and staffing levels.

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Expenditure by Program						
Mayor & City Council	250,951	311,660	350,253	624,628	624,628	624,628
City Recorder	428.633	437,141	503,440	530,789	530,789	530,789
City Attorney	324,575	338,585	452,670	386.920	386.920	386,920
Police	19,799,340	21,774,722	26,894,508	28,523,286	28,637,678	28,637,678
Engagement & Innovation	11,816,516	14.860.041	17.056.848	19.266.609	19,266,609	19,266,609
Investment & Infrastructure	46,139,846	52,090,466	67,174,446	68,379,650	71,267,411	71,227,594
Total Expenditures by Program	78,759,861	89,812,615	112,432,165	117,711,882	120,714,035	120,674,218
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Number of FTE by Program						
Mayor & City Council	0.00	0.00	0.00	1.00	1.00	1.00
City Recorder	3.25	3.00	3.00	3.00	3.00	3.00
City Attorney	1.10	1.10	1.10	1.10	1.10	1.10
Police	94.00	93.00	95.50	95.50	96.50	96.50
Engagement & Innovation	58.50	60.85	60.55	64.05	64.05	64.05
Investment & Infrastructure	181.50	184.50	191.65	193.65	194.15	194.15
Number of FTE by Program	338.35	342.45	351.80	358.30	359.80	359.80
Expenditure per FTE						
Mayor & City Council	0	0	0	624,628	624,628	624,628
City Recorder	131,887	145,714	167,813	176,930	176,930	176,930
City Attorney	295,068	307,805	411,518	351,745	351,745	351,745
Police	210,631	234,137	281,618	298,673	296,764	296,764
Engagement & Innovation	201,992	244,208	281,699	300,806	300,806	300,806
Investment & Infrastructure	254,214	282,333	350,506	353,109	367,074	366,869
Total Expenditure per FTE	232,776	262,265	319,591	328,529	335,503	335,392

OPERATING BUDGET HISTORY • SUMMARY

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Number of FTE	338.35	342.45	351.80	358.30	359.80	359.80
Budget by Category						
Personnel Services	37,982,960	41,298,904	49,980,685	54,210,070	54,348,878	54,330,470
Materials & Supplies	20,470,070	23,244,996	30,689,365	29,724,064	30,534,064	30,534,064
Interdepartmental Services	19,102,261	22,718,196	26,171,018	27,029,017	29,079,361	29,060,953
Capital Outlay	1,204,570	2,550,520	5,591,096	6,748,731	6,748,731	6,748,731
Total by Category	78,759,861	89,812,615	112,432,165	117,711,882	120,711,035	120,674,218
B. de et la Brassian						
Budget by Program Mayor & City Council	250,951	311,660	350,253	624,628	624,628	624,628
City Recorder	428,633	437,141	503,440	530,789	530,789	530,789
City Attorney	324,575	338,585	452,670	386,920	386.920	386,920
Police	19,799,340	21,774,722	26,894,508	28,523,286	28,637,678	28,637,678
Engagement & Innovation	11,816,516	14,860,041	17,056,848	19,266,609	19,266,609	19,266,609
Investment & Infrastructure	46,139,846	52,090,466	67,174,446	68,379,650	71,264,411	71,227,594
	<u> </u>	<u> </u>				
Total by Program	78,759,861	89,812,615	112,432,165	117,711,882	120,711,035	120,674,218
Budget by Department						
Mayor & City Council	250.951	311,660	350,253	624.628	624,628	624,628
City Recorder	428,633	437,141	503,440	530,789	530,789	530,789
City Attorney	324,575	338,585	452,670	386,920	386,920	386,920
Police	19,799,340	21,774,722	26,894,508	28,523,286	28,637,678	28,637,678
City Management	1,314,124	1,672,862	4,012,940	3,613,811	3,613,811	3,613,811
Community & Social Services	699,261	2,206,851	417,449	482,850	482,850	482,850
Design & Communications	826,168	854,220	954,167	998,176	998,176	998,176
Human Resources	2,078,989	2,233,556	3,267,561	4,100,648	4,100,648	4,100,648
Library	6,897,974	7,892,552	8,404,731	10,071,123	10,071,123	10,071,123
Community Development	6,050,814	7,339,705	8,816,034	10,476,918	11,286,918	11,286,918
Finance	4,386,816	5,172,219	5,869,109	6,688,439	6,712,855	6,712,855
Fleet & Facilities	2,349,458	3,623,745	5,240,403	7,512,222	7,512,222	7,512,222
Information Technology	5,048,157	5,281,397	9,981,875	7,473,989	7,473,989	7,473,989
Public Works	28,304,601	30,673,399	37,267,025	36,228,082	38,278,427	38,241,611
Total by Department	78,759,861	89,812,615	112,432,165	117,711,882	120,711,035	120,674,218

OPERATING BUDGET HISTORY • DETAIL

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Number of FTE	338.35	342.45	351.80	358.30	359.80	359.80
51001 - Salaries - Management	12,747,443	13,537,569	15,100,489	17,608,351	17,526,391	17,526,391
51002 - Salaries - General	6,106,163	6,491,231	8,232,755	9,229,656	9,264,890	9,285,011
51003 - Salaries - Police	4,819,901	5,138,413	6,692,893	6,915,648	6,981,752	6,981,752
51004 - Part Time - Regular	1,027,452	1,097,455	1,754,529	1,163,255	1,163,255	1,163,255
51005 - Part Time - Temporary	407,004	573,136	675,961	613,136	584,465	584,465
51006 - Overtime	684,639	850,314	1,052,094	1,095,142	1,122,030	1,122,030
51007 - Incentive Pay	548,681	1,140,570	734,427	935,856	935,856	935,856
52001 - Unemployment	26,242	28,760	33,608	43,855	44,083	43,978
52002 - Worker's Compensation	251,734	306,416	369,353	361,186	364,460	363,665
52003 - Social Security/Medicare	1,983,381	2,175,102	2,568,689	2,786,175	2,803,589	2,797,157
52004 - Tri-Met Tax	207,066	229,775	266,179	301,011	302,873	302,189
52005 - Retirement	4,133,600	4,489,976	5,734,587	5,766,286	5,816,088	5,816,088
52007 - VEBA - ER	249,405	271,679	303,493	405,475	406,975	405,975
52008 - Life Ins/ADD/LTD	17,007	14,472	58,686	19,677	20,168	20,122
52009 - Long Term Disability	48,223	38,497	0	42,772	42,887	42,887
52010 - Medical/Dental/Vision	4,353,019	4,478,954	6,249,576	6,540,144	6,583,812	6,554,682
52011 - Dental Benefits	431,000	416,306	0	197,154	199,102	199,102
52012 - Accrued Vacation	(58,999)	(40,588)	23,264	39,622	39,622	39,622
52013 - Oregon Paid Family & Medical	0	60,868	130,103	145,668	146,579	146,243
Leave Insurance						
Total Personnel Services	37,982,960	41,298,904	49,980,685	54,210,069	54,348,878	54,330,470



OPERATING BUDGET HISTORY DETAIL • PROGRAM SUMMARIES

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
53001 - Office Supplies	131,854	147,072	239,355	236,840	236,840	236,840
53002 - Small Tools & Equipment	245,077	227,797	1,020,440	992,200	992,200	992,200
53003 - Fuel	293,680	328,968	343,900	342,850	342,850	342,850
53004 - Books & Circulation Materials	340,789	323,686	364,575	364,575	364,575	364,575
53005 - Ammunition and Range Supplies	39,345	39,980	57,390	57,350	57,350	57,350
53006 - Technology Equipment under \$5,000	70,985	81,366	66,780	69,360	69,360	69,360
53007 - Grant Expenditures	8,837	8,973	10,705	10,970	10,970	10,970
53008 - Library Contribution Materials	15,254	14,677	0	0	0	0
53316 - CCIS-Worksite Wellness Funds	993	0	2,000	0	0	0
53530 - Water Costs: L.O. & Ptld	1,787,040	1,892,114	2,260,000	2,260,000	2,260,000	2,260,000
54001 - Professional/Contractual Services	6,780,254	6,924,537	11,754,345	10,370,780	10,430,780	10,405,780
54002 - Water Costs: Sampling	44,313	31,343	50,000	55,000	55,000	55,000
54003 - Legal Fees	203,221	191,114	581,000	517,000	517,000	517,000
54004 - Printing Services	5,861	5,364	11,000	11,500	11,500	11,500
54006 - Software License and Maint	1,190,482	1,315,893	1,481,221	1,343,176	1,343,176	1,343,176
54007 - Parks and Recreation	38,058	38,671	77,000	81,000	81,000	81,000
54101 - R & M - Facilities	513,816	677,989	782,204	747,600	747,600	747,600
54102 - R & M - Water Lines	21,904	(418,787)	40,000	40,000	40,000	40,000
54103 - R & M - Control Valves	31,075	32,246	30,000	30,000	30,000	30,000
54104 - R & M - Reservoir	16,154	22,030	15,000	20,000	20,000	20,000
54105 - R & M - Grounds	162,734	201,150	168,300	172,800	172,800	172,800
54106 - R & M - Pump Station	24,151	47,313	45,000	40,000	40,000	40,000
54107 - R & M - SCADA	15,336	4,485	20,000	20,000	20,000	20,000
54108 - R & M - Wells	11,094	3,262	15,000	15,000	15,000	15,000
54109 - R & M - Meters	166,191	306,372	225,000	225,000	225,000	225,000
54110 - R & M - Service Lines	61,193	32,592	40,000	40,000	40,000	40,000
54111 - R & M - Regulators	145	0	0	0	0	0
54112 - R & M - Fire Hydrant	47,592	136,156	160,000	160,000	160,000	160,000
54113 - R & M - Vehicles	317,827	437,588	445,150	471,150	471,150	471,150
54114 - R & M - Office Equipment	28,571	34,278	77,425	73,525	73,525	73,525
54115 - Vehicle Usage	(154)	0	0	0	0	0
54201 - Utilities - Electric	1,271,932	1,348,243	1,596,900	1,797,880	1,797,880	1,797,880
54202 - Utilities - Water/Sewer/SWM	400,960	435,623	670,450	727,950	727,950	727,950
54203 - Utilities - Natural Gas	63,013	80,858	66,350	79,500	79,500	79,500
54204 - Utilities - Garbage	0	0	1,000	1,000	1,000	1,000
54205 - Utilities - Phone/Pager/Cells	316,696	318,821	406,841	392,406	392,406	392,406
54300 - Advertising & Publicity	88,982	66,689	150,109	213,034	213,034	213,034
54301 - Fees and Charges	90,368	71,764	115,860	111,110	111,110	111,110
54302 - Dues & Subscriptions	199,417	156,882	192,194	201,883	201,883	201,883
54303 - Professional Development	223,644	413,852	605,350	744,083	744,083	744,083
54304 - Election Expenses	0	0	0	0	0	0
54305 - Conservation Expenses	500	1,553	10,000	10,000	10,000	10,000
54306 - Credit Card Fees	574,478	594,807	621,500	619,000	619,000	619,000
54307 - Insurance	958,891	1,081,375	1,412,581	1,394,312	1,394,312	1,394,312
54308 - Property Damage	0	0	22,500	22,500	22,500	22,500
54309 - Rents and Leases	165,882	187,933	261,520	284,623	284,623	284,623
54310 - Bad Debt Expense	(110)	(27)	6,300	6,300	6,300	6,300
54311 - Special Department Expenses	2,714,929	3,089,788	3,699,820	3,863,958	4,613,958	4,638,958
54312 - Bank Fees	77,528	69,783	118,900	84,000	84,000	84,000
54402 - Contributions to Community Org	709,290	2,238,824	348,400	402,850	402,850	402,850
Total Materials & Supplies	20,470,070	23,244,996	30,689,365	29,724,064	30,534,064	30,534,064

OPERATING BUDGET HISTORY DETAIL • PROGRAM SUMMARIES

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
56002 - Buildings & Improvements	27,017	248,398	235,000	1,783,600	1,783,600	1,783,600
56003 - Vehicles	762,701	1,790,314	2,060,000	1,743,740	1,743,740	1,743,740
56004 - Computer Hardware and Software	181,138	271,654	2,831,296	2,609,820	2,609,820	2,609,820
56006 - Equipment	177,655	139,645	360,000	533,746	533,746	533,746
56007 - GIS Hardware and Software	56,058	100,509	104,800	77,825	77,825	77,825
Total Capital Outlay	1,204,570	2,550,520	5,591,096	6,748,731	6,748,731	6,748,731
-	FY 2022	FY 2023	FY 2024	Proposed	Approved	Adopted
Description	Actual	Actual	Revised	2025	2025	2025
58100 - Indirect Charges - City Mgmt	1,004,559	1,881,664	1,279,709	1,612,542	1,612,542	1,612,542
58110 - Indirect Charges - HR	1,543,661	948,132	1,094,790	1,678,399	1,678,399	1,678,399
58120 - Indirect Charges - Risk Mgmt	698,827	1,432,717	1,721,233	1,571,785	1,571,785	1,571,785
58130 - Indirect Charges - Design & Comm	837,405	749,325	787,725	893,485	893,485	893,485
58150 - Indirect Charges - Records	545,453	380,696	531,200	475,119	475,119	475,119
58160 - Indirect Charges - City Attorney	457,201	429,845	373,707	346,339	346,339	346,339
58170 - Indirect Charges - DEIB	0	0	236,208	253,240	253,240	253,240
58200 - Indirect Charges - Finance Admin	465,210	594,655	715,059	959,425	959,425	959,425
58210 - Indirect Charges - Financial Ops	999,196	536,449	812,885	994,929	994,929	994,929
58220 - Indirect Charges - Utility Billing	1,632,833	1,569,313	1,688,445	1,844,444	1,844,444	1,844,444
58230 - Indirect Charges - Technology	3,884,170	4,695,711	5,307,274	5,275,879	5,275,879	5,275,879
58231 - Indirect Charges - IT Replacement	0	1,211,897	1,768,874	1,802,613	1,802,613	1,802,613
58250 - Indirect Charges - Contracts & Purch	301,872	364,648	213,849	243,730	243,730	243,730
58600 - Indirect Charges - PW Admin	2,511,309	2,636,210	2,059,799	2,559,257	2,559,257	2,688,775
58625 - Indirect Charges - PW Engineering	1,441,351	1,181,089	1,953,897	0	2,050,345	1,902,418
58630 - Indirect Charges - Fleet Maint	500,209	298,520	295,898	334,799	334,799	334,799
58631 - Indirect Charges - Fleet Replacement	0	715,119	1,933,066	2,149,987	2,149,987	2,149,987
58640 - Indirect Charges - Facilities	2,279,005	2,768,446	2,074,505	2,912,760	2,912,760	2,912,760
58641 - Indirect Charges - Facilities Replacement	0	323,760	1,322,896	1,120,282	1,120,282	1,120,282
Total Interdepartmental Services	19,102,261	22,718,196	26,171,018	27,029,017	29,079,361	29,060,952
Total Operating Budget	78,759,861	89,812,615	112,432,165	117,711,882	120,711,035	120,674,218

PROGRAM SUMMARIES

STAFFING LEVELS

The Budget for FY 2024-25 FTE count of 359.8 reflects an increase of 8.0 FTE or 2.02% from the FY 2024 Revised Budget count of 351.8 FTE. The FTE increases are needed to maintain City services, address requirements, and ensure Tigard is operating under best practices. The FTE increases in the Budget for FY 2024-25 and related services include:

Mayor and Council

Mayor and Council will add 1.0 FTE Executive Assistant position to ensure that Tigard has the correct amount administrative support. This will make sure that Tigard has the resources it needs to support the goal and vision of a high-performing organization.

Strategic Initiatives

The city has an intergovernmental agreement with Washington County to staff a Houseless Services System City Liaison position. This position will collaboratively work between the Cities of Tigard, Tualatin and Sherwood supporting and enhancing the coordination of services, providing clear information, and working to identify and resolve any issues arising.

A previously unfilled 0.5 FTE position was removed from Strategic Initiatives resulting in only a total 0.5 increase in this division.

Human Resources/Risk Management

Since 2014, the number of employees at the City of Tigard has grown by 34%, while Tigard's Human Resources Department has remained at generally the same FTE count. The growing need of Tigard's Human Resources Department will be supported by adding an additional 2.0 FTE positions to support talent acquisition, professional development, policy development, training, and onboarding.

Tigard Public Library

Library will be hiring 1.0 FTE which will support community partner relationships and connect library users with resources the library provides. This is a limited duration position, supported by Pandemic Relief Funds, which allows Tigard to pilot this new position.

Finance and Court

Finance and Court will add 0.5 FTE to increase an existing 0.5 FTE position to 1.0 FTE. This addition will allow work previously performed by a contractor to be redistributed in-house for right-of-way administration, coupled with dedicated support for business license administration, and meeting the needs to support a growing utility customer base.

Public Works

Over the next two years, Public Works is expecting a 50% increase in the number of city managed water quality facilities. To maintain water quality and compliance with Clear Water Services, state and federal mandates, the City is adding 2.0 FTE positions.

Tigard Police

The Tigard Police will be adding 1.0 FTE as the addition of a Community Service Officer position. This position is funded by Federal grant award of \$300,000 for 2 years.

STAFFING LEVELS • PROGRAM SUMMARIES

	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Mayor & City Council						
Mayor and Council	0.00	0.00	0.00	1.00	1.00	1.00
Dept Total - Mayor & City Council	0.00	0.00	0.00	1.00	1.00	1.00
Program Total - Mayor & City Council	0.00	0.00	0.00	1.00	1.00	1.00
City Attorney						
City Attorney	1.10	1.10	1.10	1.10	1.10	1.10
Dept Total - City Attorney	1.10	1.10	1.10	1.10	1.10	1.10
Program Total - City Attorney	1.10	1.10	1.10	1.10	1.10	1.10
City Recorder						
City Recorder/Records	3.25	3.00	3.00	3.00	3.00	3.00
Dept Total - City Recorder	3.25	3.00	3.00	3.00	3.00	3.00
Program Total - City Recorder	3.25	3.00	3.00	3.00	3.00	3.00
Tigard Police						
Police Administration	5.00	5.00	5.00	5.00	5.00	5.00
Police Operations	61.00	57.00	61.50	61.50	62.50	62.50
Support Services	28.00	31.00	29.00	29.00	29.00	29.00
Dept Total - Tigard Police	94.00	93.00	95.50	95.50	96.50	96.50
Program Total - Tigard Police	94.00	93.00	95.50	95.50	96.50	96.50



STAFFING LEVELS • PROGRAM SUMMARIES

ENGAGEMENT & INNOVATION • STAFFING LEVELS

	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Engagement & Innovation						
City Management						
City Manager's Office	6.40	8.90	5.90	5.90	5.90	5.90
DEIB	0.00	0.00	1.00	1.00	1.00	1.00
Strategic Initiatives	0.00	0.00	1.50	2.00	2.00	2.00
Dept Total - City Management	6.40	8.90	8.40	8.90	8.90	8.90
Communications						
Communications	5.60	5.35	5.35	5.35	5.35	5.35
Dept Total - Communications	5.60	5.35	5.35	5.35	5.35	5.35
Human Resources & Risk						
Human Resources	5.00	5.00	5.00	7.00	7.00	7.00
Risk Management	2.30	2.30	2.50	2.50	2.50	2.50
Dept Total - Human Resources & Risk	7.30	7.30	7.50	9.50	9.50	9.50
Tigard Public Library						
Circulation	15.30	15.30	15.30	16.40	16.40	16.40
Library Administration	2.80	2.80	2.80	2.00	2.00	2.00
Readers Services	15.10	15.20	15.20	16.20	16.20	16.20
Technical Services	6.00	6.00	6.00	5.70	5.70	5.70
Dept Total - Tigard Public Library	39.20	39.30	39.30	40.30	40.30	40.30
Program Total - Engagement & Innovation	58.50	60.85	60.55	64.05	64.05	64.05



INVESTMENT & INFRASTRUCTURE • STAFFING LEVELS

	FY 2022 Actual	FY 2023 Actual	FY 2024 Revised	Proposed 2025	Approved 2025	Adopted 2025
Investment & Infrastructure						
Community Development						
Building	16.35	16.35	16.35	16.35	16.35	16.35
Community Development - Planning	17.65	17.65	17.65	17.65	17.65	17.65
Economic Development	3.00	3.00	4.00	4.00	4.00	4.00
Dept Total - Community Development	37.00	37.00	38.00	38.00	38.00	38.00
Finance & Court						
Tigard Municipal Court	9.90	9.65	9.65	9.65	9.65	9.65
Contracts & Purchasing	3.00	3.00	2.00	2.00	2.00	2.00
Finance Administration	4.00	5.00	5.00	5.00	5.00	5.00
Financial Operations	5.80	5.80	7.00	7.00	7.00	7.00
Utility Billing	7.20	7.20	8.00	8.00	8.50	8.50
Dept Total - Finance & Court	29.90	30.65	31.65	31.65	32.15	32.15
Fleet & Facilities						
Fleet Maintenance	2.75	2.50	3.00	3.00	2.50	2.50
Facilities	7.50	7.00	7.00	7.00	7.50	7.50
Dept Total - Fleet & Facilities	10.25	9.50	10.00	10.00	10.00	10.00
Information Technology						
Information Technology	18.00	20.00	20.00	20.00	20.00	20.00
Dept Total - Information Technology	18.00	20.00	20.00	20.00	20.00	20.00
Public Works						
Surface Water Management	4.30	4.30	4.30	6.30	6.30	6.30
Parks Maintenance	15.40	15.40	17.40	17.40	17.40	17.40
Public Works Administration	10.00	11.00	11.00	11.00	11.00	12.00
PW Engineering	22.00	22.00	22.00	22.00	22.00	21.00
Recreation	2.65	2.65	3.30	3.30	3.30	3.30
Sanitary Sewer	5.60	5.60	6.60	6.50	6.50	6.50
Stormwater	5.60	5.60	6.60	6.50	6.50	6.50
Street Maintenance	7.00	7.00	7.00	7.00	7.00	7.00
Water	13.80	13.80	13.80	14.00	14.00	14.00
Dept Total - Public Works	86.35	87.35	92.00	94.00	94.00	94.00
Program Total - Investment & Infrastructure	144.50	147.50	153.65	155.65	156.15	156.15
Total All Programs	338.35	342.45	351.80	358.30	359.80	359.80

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